

**LINCOLN COUNTY BOARD OF COMMISSIONERS  
MEETING MINUTES**

December 16, 2008  
Courthouse Commissioner Room  
Ivanhoe, MN 56142

The meeting was called to order at 9:00 a.m. by Board Chair, Joan Jagt, followed by the Pledge of Allegiance. Commissioners present were Joan Jagt, Curtis Blumeyer, Larry Hansen, James Johansen, and D. D. Sagmoe. Also present were County Auditor, Kathy Schreurs, County Attorney, Glen Petersen, Financial Accountant, Chuck DeBates, and Commissioners-elect, Don Evers and Adam Gillund.

Motion by Sagmoe, seconded by Hansen, to approve minutes from the December 4, 2008 Commissioner meeting and December 4, 2008 Truth in Taxation Hearing. All voted in favor.

Motion by Hansen, seconded by Blumeyer, to approve agenda items and additions. All voted in favor.

Robert Olsen, Environmental Administrator, reported that four ditches have deficit amounts in their repair funds. Motion by Blumeyer, seconded by Sagmoe, to approve Resolution No. 39-2008 (Public Ditch No. 6). All voted in favor.

**Resolution No. 39-2008  
Resolution of the Lincoln County Ditch System For One-Year Loan**

BE IT RESOLVED by the Board of Commissioners, acting Ditch Authority, County of Lincoln, State of Minnesota, that the following ditch transfers are herewith adopted; and

BE IT FURTHER RESOLVED that the County General Revenue Fund loan to Public Ditch No. 6 the sum of \$1,500.00.

BE IT FURTHER RESOLVED, that the sum of money loaned to Public Ditch No. 6 be a loan for the duration of one (1) year with interest at the rate of not less than 4%.

WHEREUPON the above resolution was adopted at a regular meeting of the Lincoln County Board of Commissioners this 16<sup>th</sup> day of December 2008.

ATTEST:

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Joan Jagt, Board Chair

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Kathy Schreurs, County Auditor

Motion by Johansen, seconded by Hansen, to approve Resolution No. 40-2008 (County Ditch No. 45). All voted in favor.

**Resolution No. 40-2008  
Resolution of the Lincoln County Ditch System For One-Year Loan**

BE IT RESOLVED by the Board of Commissioners, acting Ditch Authority, County of Lincoln, State of Minnesota, that the following ditch transfers are herewith adopted; and

BE IT FURTHER RESOLVED that the County General Revenue Fund loan to County Ditch No. 45 the sum of \$12,000.00.

BE IT FURTHER RESOLVED, that the sum of money loaned to County Ditch No. 45 be a loan for the duration of one (1) year with interest at the rate of not less than 4%.

WHEREUPON the above resolution was adopted at a regular meeting of the Lincoln County Board of Commissioners this 16<sup>th</sup> day of December 2008.

ATTEST:

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Joan Jagt, Board Chair

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Kathy Schreurs, County Auditor

Motion by Sagmoe, seconded by Blumeyer, to approve Resolution No. 41-2008 (Judicial Ditch No. 28). All voted in favor.

**Resolution No. 41-2008**  
**Resolution of the Lincoln County Ditch System For One-Year Loan**

BE IT RESOLVED by the Board of Commissioners, acting Ditch Authority, County of Lincoln, State of Minnesota, that the following ditch transfers are herewith adopted; and

BE IT FURTHER RESOLVED that the County General Revenue Fund loan to Judicial Ditch No. 28 the sum of \$3,000.00.

BE IT FURTHER RESOLVED, that the sum of money loaned to Judicial Ditch No. 28 be a loan for the duration of one (1) year with interest at the rate of not less than 4%.

WHEREUPON the above resolution was adopted at a regular meeting of the Lincoln County Board of Commissioners this 16<sup>th</sup> day of December 2008.

ATTEST:

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Joan Jagt, Board Chair

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Kathy Schreurs, County Auditor

Olsen reported on the Judicial Ditch No. 19 Public Hearing. Olsen recommended that the Board proceed with the repairs and purchase of one-rod easements (on one side of the ditch) and that the cost of the repairs be assessed over a period of five years.

Motion by Blumeyer, seconded by Hansen, to approve Resolution No. 42-2008 (County Ditch No. 35). All voted in favor.

**Resolution No. 42-2008**  
**Resolution of the Lincoln County Ditch System For A Five (5) Year Loan**

BE IT RESOLVED by the Board of Commissioners, acting Ditch Authority, County of Lincoln, State of Minnesota, that the following ditch transfers are herewith adopted; and

BE IT FURTHER RESOLVED that County Ditch No. 35 Repair Fund loan to Judicial Ditch No. 19 the sum of \$60,000.00.

BE IT FURTHER RESOLVED, that the sum of money loaned to Judicial Ditch No. 19 be a loan for the duration of five (5) years with interest at the rate of not less than 4%.

WHEREUPON the above resolution was adopted at a regular meeting of the Lincoln County Board of Commissioners this 16<sup>th</sup> day of December 2008.

ATTEST:

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Joan Jagt, Board Chair

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Kathy Schreurs, County Auditor

Olsen reported that he had placed Public Notice advertisements in each of the county newspapers regarding the 2009 proposed ditch assessments. Motion by Hansen, seconded by Johansen, to approve Resolution No. 44-2008 (2009 Ditch Assessments) and Resolution No. 45-2008 (JD#19 Assessment). All voted in favor.

**Resolution No. 44-2008**  
**Resolution of the Lincoln County Ditch System Assessments for 2009**

**Be it Revolved** by the Lincoln Board of Commissioners, acting as the County Ditch Authority, County of Lincoln, State of Minnesota, that the following assessments are herewith adopted; and

**Be it Further Resolved** that the following assessments are adopted to maintain an appropriate balance in each of the following Ditch Repair Funds:

<b>Fund No.</b>		<b>Amount</b>
42-007	County Ditch No.7	\$ 2,000.00
42-008	County Ditch No.8	\$ 1,000.00
42-015	County Ditch No. 15	\$ 1,000.00
42-024	County Ditch No. 24	\$ 1,000.00
42-033	County Ditch No. 33	\$ 1,000.00
42-037	County Ditch No. 37	\$10,000.00
42-045	County Ditch No. 45	\$15,000.00
42-049	County Ditch No. 49	\$ 1,000.00
42-064	Public Ditch No. 4	\$ 2,000.00
42-066	Public Ditch No. 6	\$ 2,500.00
42-110	Judicial Ditch No. 11	\$ 1,000.00
42-220	Judicial Ditch No. 22	\$15,000.00
42-280	Judicial Ditch No. 28	\$ 5,000.00
42-300	Judicial Ditch No. 30	\$ 5,000.00
42-310	Judicial Ditch No. 31	\$ 2,000.00

**BE IT FURTHER RESOLVED**, that the aforementioned assessments are due and payable to the Ditch Repair Funds in 2009.

**WHEREUPON** the above resolution was adopted at the regular meeting of the Lincoln County Board of Commissioners this 16th day of December, 2008.

ATTEST:

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Joan Jagt, Board Chair

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Kathy Schreurs, County Auditor

**Resolution No. 45-2008  
Resolution of the Lincoln County Ditch System Assessments for 2009**

**Be it Resolved** by the Lincoln Board of Commissioners, acting as the County Ditch Authority, County of Lincoln, State of Minnesota, that the following assessments are herewith adopted; and

**Be it Further Resolved** that the following five-year assessment in the amount of \$60,000.00 at the rate of 4% is adopted to maintain an appropriate balance in the following Ditch Repair Funds:

<b>Fund No.</b>		<b>Amount</b>
42-190	Judicial Ditch No. 19	\$ 60,000.00

**Amortization Schedule**

<b>Year</b>	<b>Interest</b>	<b>Principal</b>	<b>Balance</b>
2009	\$2,198.67	\$11,061.22	\$48,938.78
2010	\$1,748.02	\$11,511.87	\$37,426.90
2011	\$1,279.01	\$11,980.89	\$25,446.02
2012	\$790.89	\$12,469.01	\$12,977.01
2013	\$282.88	\$12,977.01	\$0.00

**BE IT FURTHER RESOLVED**, that the aforementioned assessments are due and payable to the Judicial Ditch No. 19 Ditch Repair Fund in a five year assessment of \$13,260 payable for the years 2009, 2010, 2011, 2012 and 2103.

**WHEREUPON** the above resolution was adopted at the regular meeting of the Lincoln County Board of Commissioners this 16th day of December, 2008.

ATTEST:

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Joan Jagt, Board Chair

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Kathy Schreurs, County Auditor

Olsen reviewed septic system and land use permits needed for the Norwegian Creek Park expansion. Olsen stated that he and one of the Environmental Technicians would need to attend additional training for septic systems as they do not currently have the training needed to proceed with the project.

Following review, the motion was made by Blumeyer, seconded by Hansen, to approve the official county planning and zoning maps, (shoreland and land use maps). All voted in favor.

Olsen reported that the Land Use Permit for Community Wind North has expired. The organization is still waiting for approval from the State of Minnesota to proceed. Motion by Hansen, seconded by Sagmoe, to repermit Community Wind North at no charge. Commissioners Sagmoe, Hansen, Jagt, and Johansen voted in favor. Commissioner Blumeyer abstained. Motion carried by majority vote.

Olsen reported that Alta Vista Township has requested recycling and rural garbage dumpsters. Olsen stated that there would be an additional cost of \$130.00 per month and that Alta Vista Township is willing to maintain the site (Alta Vista Township Hall) and provide snow removal. No action was taken.

Lee Amundson, County Engineer:

- Update on CSAH 12
- Continue to research shared wind tower proposal with Mn/DOT
- Asbestos sampling scheduled for Arco school later in the week
- Possible projects through the Local Road Improvement Program

Loretta Lundberg, County Recorder, reported that pursuant to MS 357.182 recordable documents must be returned to sender within 15 days of receipt at least 70 percent of the time. Lundberg reported that Lincoln County has maintained 100 percent turnaround time. Motion by Johansen, seconded by Sagmoe, to accept Lincoln County Recorder's Compliance Report. All voted in favor.

Lundberg requested approval to continue to provide extended customer service hours in the Recorder's office. The trial period ends December 31, 2008. No action was taken.

Cara Nielsen, Transit Director, reported that she is in the process of offering the bus driver position to one of the applicants.

The Board met with the Department Heads to discuss ways of reducing departmental budgets for 2009.

Motion by Sagmoe, seconded by Johansen, to appoint Curt Blumeyer to the Public Health Board. All voted in favor.

The Board reviewed the proposal from Commissioner Ritter, Lyon County, and the Cost Savings Analysis prepared by Lincoln, Lyon, Murray Human Services Director, Chris Sorensen, regarding the integration of Lincoln, Lyon, Murray Human Services and Lincoln, Lyon, Murray, and Pipestone Public Health. Motion by Hansen, seconded by Sagmoe to reject the proposal for integration of Lincoln, Lyon, Murray Human Services and Lincoln, Lyon, Murray, and Pipestone Public Health. All voted in favor.

Motion by Blumeyer, seconded by Hansen, to approve Joint Powers Agreement with the State of Minnesota to conduct a review of previously rejected absentee ballot envelopes. All voted in favor.

The Board reviewed the qualifications of Janice Moen who has applied for appointment to the Lincoln Pipestone Rural Water System Board of Commissioners. Motion by Sagmoe, seconded by Blumeyer, to approve Resolution No. 43-2008 (Rural Water Appointment). Commissioners Sagmoe, Jagt, Blumeyer, and Hansen voted in favor. Commissioner Johansen voted in opposition. Motion carried by majority vote.

**Resolution Appointing Janice Moen to the  
Lincoln-Pipestone Rural Water System Board of Commissioners**

WHEREAS, Leonard Swenson's four-year term as a commissioner on the Lincoln Pipestone Rural Water System Board of Commissioners is scheduled to expire on January 1, 2009; and

WHEREAS, Leonard Swenson has decided to resign his position on the Lincoln Pipestone Rural Water System Board of commissioners effective January 1, 2009; and

WHEREAS, the Lincoln Pipestone Rural Water System Board of Commissioners conducted a search for Leonard Swenson's replacement; and

WHEREAS, the Lincoln Pipestone Rural Water System Board of Commissioners passed a resolution on November 24, 2008, which recommended that Janice Moen be appointed as Leonard Swenson's replacement; and

WHEREAS, the Lincoln County Board of Commissioners believes that Janice Moen is qualified to act as a commissioner on the Lincoln Pipestone Rural Water Board of Commissioners and is worthy of appointment.

BE IT NOW RESOLVED, that the Lincoln County Board of Commissioners hereby appoints Janice Moen to the Lincoln Pipestone Rural Water System Board of Commissioners pursuant to and provided for by Minnesota Statute 116A et seq. Janice Moen's term shall commence on January 1, 2009, and shall expire on January 1, 2013.

ADOPTED this 16<sup>th</sup> day of December, 2008.

ATTEST:

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Joan Jagt, Board Chair

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Kathy Schreurs, County Auditor

Bruce Nielsen reported that he is planning to submit his assessing narrative to the Minnesota Association of Assessing Officers/Grading Division in January. Motion by Hansen, seconded by Johansen, to reappoint Auditor Kathy Schreurs as Lincoln County Assessor through February 2009 with compensation to continue at \$600.00 per month. All voted in favor.

Motion by Blumeyer, seconded by Hansen, to authorize Auditor Schreurs to issue auditor warrants for 2008 Lincoln County expenditures that are received by the County by December 31, 2008. All voted in favor.

Auditor Warrants were presented.

Motion by Sagmoe, seconded by Hansen, to approve the following Commissioner Warrants #6255 – 6306 for the following amounts: Revenue - \$23,646.85 and Road & Bridge - \$13,817.39. All voted in favor.

The Board recessed at 12:00 p.m.

The Board reconvened at 1:00 p.m.

Jon Anderson, AFSCME Council 65 Staff Representative, reviewed proposed changes to the Courthouse, Sheriff and Highway Union Contracts. No action at this time.

Motion by Sagmoe, seconded by Hansen, to accept offer from Vickie Oellien, Jail Administrator, to repay employee portion of PERA Correctional Plan by the first payroll period of December 2009. All voted in favor.

Motion by Sagmoe, seconded by Hansen to continue this meeting to December 18, 2008 at 9:00 a.m. in the Commissioner Room, 319 N. Rebecca St., Ivanhoe, MN. All voted in favor.

The Board of Commissioners reconvened on December 18, 2008 at 9:30 a.m. in the Commissioner Room of the Lincoln County Courthouse. Vice-Chair James Johansen called the meeting to order. Commissioners Johansen, Blumeyer, Hansen, and Sagmoe were present. Commissioner Jagt was absent.

Motion by Blumeyer, seconded by Hansen to approve Gravel Pit Agreement between Larry and Babs Brown and the County of Lincoln through December 31, 2010 at a rate of \$0.65 per cubic yard. All (4) voted in favor.

Cara Nielsen, Transit Director, reviewed the 2009 Transit Budget. The budget includes operating expenditures of \$246,637.26 and Revenues of \$185,750.00. Motion by Blumeyer, seconded by Sagmoe, to approve 2009 Mn/DOT Contract Number 93531. All (4) voted in favor.

Motion by Sagmoe, seconded by Hansen, to authorize Vice-Chair Johansen, to sign 2009 Mn/DOT Contract Number 93531. All (4) voted in favor.

Committee reports and correspondence were reviewed.

The Board reviewed proposed budgets by Departments and talked to various Department Heads.

Motion by Hansen, seconded by Blumeyer to approve Resolution 46-2008 (Compensation). Commissioners Hansen, Blumeyer, and Johansen, voted in favor. Commissioner Sagmoe abstained. Motion carried by majority vote.

### **Resolution No. 46-2008 2009 County Commissioner Compensation**

**BE IT RESOLVED**, that the County Commissioner Salary for the year 2009 for Lincoln County, Minnesota, be set at **\$12,525.00 per annum**, per commissioner, and

**BE IT RESOLVED**, that the per diem payment schedule be set at **\$75.00 per day**, for authorized meetings, and

**BE IT FURTHER RESOLVED**, that said per diem payments be authorized when required by law, MSA 375.055 and 375.06, and other applicable statutes, for services by individual county commissioners on any board, committee, or commission of county government including committees of the board, or for the performance of services by individual county commissioners when required by law, and for commissioner's attendance at the following meetings:

AMC Committees/Sub Committees  
AMC Meetings  
Pollution Control  
Private Industry Council  
Health/Safety/Insurance  
Western Human Development  
LLMP Public Health  
Land Use Planning/Zoning  
Weed Control  
Daytime Activity Center  
SW Regional Development Center  
County Park Board  
Western Community Action  
Lincoln County HRA  
County Library Board  
Transportation Advisory  
Planning/Zoning  
Extension Committee  
Watersheds-Drainage  
RC&D  
RCRCA  
Regional Radio  
AREA II  
Union Negotiations  
Personnel Policy/Issues  
Water Planning  
Enterprise Development  
Road Inspection Committee

Lincoln Lyon & Murray Human Services  
County Council on Aging  
Nutrition Project Council  
Plum Creek Reg. Library  
5<sup>th</sup> District Public Defender  
C.E.O.B. Board  
Affirmative Action  
Legislative Mtgs./Dist., Reg., State  
Windpower Comm./Sub.Comm.  
Tourism Committees  
SWCD Board  
Capital Improvements Committee  
Election Meetings  
Solid Waste-Recycle-Energy Task Force  
Finance - GASB  
LCEDC  
SW Emergency Mgmt Services

**BE IT FURTHER RESOLVED**, that the Federal Rate be reimbursed to county board members, and county employees, for mileage expenses incurred while using their own vehicles on county business.

**BE IT FURTHER RESOLVED**, that the sum of \$30.00 per day be allowed for meal reimbursement, providing that receipts are submitted along with said request for payment.

**ADOPTED** by unanimous vote, this 18th day of December, 2008.

ATTEST:

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Joan Jagt, Board Chair

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Kathy Schreurs, County Auditor

Motion by Blumeyer, seconded by Sagmoe, to approve Resolution No. 47-2008 (Certified Levy). All (4) voted in favor.

**Resolution No. 47-2008  
2009 Certified Levy/Budget**

**WHEREAS**, the County Auditor of Lincoln County, Minnesota, has made and submitted her estimate of expenses and revenues of said county for the year 2009, as required by law, and the county board of said county having duly examined and considered the same,

**NOW THEREFORE BE IT RESOLVED**, that there is hereby approved, the following certified levy, be ordered extended against the taxable property of said County of Lincoln for the year 2009. The detail of the County Budget is on file in the County Auditor's Office, Lincoln County Courthouse, Ivanhoe, Minnesota, and may be reviewed during normal business hours.

Revenue	\$1,912,456
Road & Bridge	\$1,000,000
Human Services	\$ 962,711
Debt Service	<u>\$ 307,200</u>
TOTAL	\$4,182,367

**NOW THEREFORE BE IT FURTHER RESOLVED** that the 2009 County Budget is also approved as follows:

\*\*\*\*\*INSERT BUDGET\*\*\*\*\*

**ADOPTED** by unanimous vote, this 18th day of December, 2008.

ATTEST:

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Joan Jagt, Board Chair

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Kathy Schreurs, County Auditor

Motion by Blumeyer, seconded by Sagmoe, to approve Financial Accountant and Confidential Deputy Auditor cost of living increases of \$0.50 to salary scale. All (4) voted in favor.

Motion by Sagmoe, seconded by Hansen, to approve Engineer's Assistant cost of living increases of \$0.50 to salary scale. All (4) voted in favor.

Motion by Blumeyer, seconded by Sagmoe, to approve 2009 Elected and Department Head salaries as follows: All (4) voted in favor.

<b>Position</b>	<b>2008</b>
Assessor Office Mgr. (in addition to Deputy Assessor/Appraiser Salary Schedule)	8,400
Attorney (E)	36,050
Auditor (E)	50,000
Civil Defense/Emergency Mgmt. Director	12,000
Environmental Officer	42,075
Highway Engineer	75,000
Maintenance Supervisor	40,000
Parks Manager	36,000
Recorder (E)	52,015
Safety Officer/Coordinator	3,100
Ass't Safety Officer	1,550
Sheriff (E)	59,225
Transportation Director	34,000
Treasurer (E)	46,865
Veteran Service Officer	8,650

Motion by Sagmoe, seconded by Hansen, to approve Courthouse, Sheriff and Highway Union Contracts and salary scales for 2009 – 2011. All (4) voted in favor.

Motion by Sagmoe, seconded by Blumeyer, to adjourn at 4:00 p.m. All (4) voted in favor.

ATTEST:

(SEAL)

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Joan Jagt, 2008 Board Chair

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Kathy Schreurs, County Auditor