

**LINCOLN COUNTY BOARD OF COMMISSIONERS
MEETING MINUTES**

Aug 16, 2016
Courthouse Commissioner Room
Ivanhoe, MN 56142

The meeting was called to order at 9:00 a.m. by Board Chair, Richard Hamer, followed by the Pledge of Allegiance. Commissioners present were Richard Hamer, Joe Drietz, Don Evers, Joan Jagt, and Mic VanDeVere. Also present were Lincoln County Auditor, Deb Vierhuf and Lincoln County Attorney, Glen Petersen. No conflicts of interest were noted.

Motion by Jagt, seconded by Evers to approve the consent agenda which included:

- approval of minutes from Aug 2, 2016
- agenda for Aug 16, 2016
- Appointed John Boulton to a three-year term as District Manager of the Yellow Medicine River Watershed

All voted in favor.

Amber Scholten, Emergency Management, reported that the siren warranty work will be done at the beginning of September. Information only.

Scholten requested approval on the CivicReady site that will be used as a public notification center for emergency preparedness. Scholten has budgeted for the expense. The cost will be \$4,795 for the first year and \$3,995 per year after the first year. Motion by VanDeVere, seconded by Jagt to approve the CivicReady site in the amount of \$4,795 for the first year and \$3,995 per year thereafter and approve the expense to be paid as an auditor warrant. All voted in favor.

Scholten also requested approval of a back-up paging system to be paid out of the ARMER budget. At this time we don't have anything for a backup to get a hold of first responders if the paging system would go down. The cost is \$17,763.71 but this is a one-time fee. Motion by Evers, seconded by Drietz to approve the purchase of a back-up paging system to be paid out of the ARMER budget in the amount of \$17,763.71 to be paid as an auditor warrant. All voted in favor.

Scholten discussed the active shooter training that was just presented. Scholten would like to present an active shooter drill to the department heads and schedule one sometime in the near future. Information only.

Vince Robinson, CEO of DSI and Teresa Schreurs, Director of Community Development of DSI were present to give additional information on the regional designation work plan and service agreement for the legacy funding. With the legacy funding, it is reimbursable through an application process. Schreurs presented a Trail Legacy Fund History which shows the grant dollars that have been awarded for the years 2010 – 2015. Commissioner VanDeVere thought that we would approach the Environmental office about possibly putting the plan together. Robinson offered to modify their contract to be changed with a lower maximum charge in the event there would be a joint effort to work with County personnel and the DSI office. The next funding cycle would require all paperwork to be in place by 7/31/17 for funding in September. The Board would like to hold a discussion with County personnel and then get back to DSI on how we would like them to assist us. This will be tabled until the next meeting.

Robinson also gave a LCEDC update. The annual meeting minutes, board of directors, activity summary and the 2017 budget request of \$52,000 were presented. Robinson does feel the \$52,000 is a definite need for 2017. Information only.

Robinson also presented information on Broadband between Lincoln, Murray, and Pipestone Counties. Robinson covered the prospective steps and inquired about a Broadband Task Force being started with a

couple Commissioners from each County. Commissioner Evers thought a public meeting should be held to determine public interest. Motion by Jagt, seconded by Evers to have LCEDC start the process of forming a Broadband Task Force involving Lincoln County and the other interested counties. All voted in favor.

Robert Olsen, Environmental, and Hendricks City Attorney John Engels presented information on the Helipad that is needed at the Hendricks Hospital. The City of Hendricks has previously passed an ordinance limiting obstructions in the area to protect airspace. The County will need to pass a similar ordinance. Motion by Jagt, seconded by Drietz to move forward with the necessary steps to pass a County ordinance limiting obstructions and protecting the airspace for the Hendricks Hospital Helipad. All voted in favor.

Olsen also requested to move forward and send the proposed Lake Shaokatan Lake Improvement District Resolution to the DNR for approval. Motion by VanDeVere, seconded by Jagt to move forward with sending the proposed Lake Shaokatan Lake Improvement District Resolution to the DNR for approval. All voted in favor.

Dave Halbersma, Lincoln County Engineer, presented project updates. They were as follows:

- The Arco project has been started.
- The contractor will be grinding up the blacktop on CSAH 9 in the near future.

Halbersma, opened the bids for Project No SAP 041-599-049, SAP 041-599-044, SAP 041-599-051 and SAP 041-599-054 at 10:30 a.m. The Engineer's Estimate was \$641,284.50. Bids received were as follows:

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|---------------------------|--------------|
| • A & C Excavating | \$579,521.50 |
| • Midwest Contracting LLC | \$509,315.50 |
| • R & G Construction | \$522,355.10 |

After review of the bids, a mathematical error was found. The calculated bids were as follows:

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|---------------------------|--------------|
| • A & C Excavating | \$579,521.50 |
| • Midwest Contracting LLC | \$509,315.50 |
| • R & G Construction | \$502,355.00 |

Motion by VanDeVere, seconded by Jagt to accept the low bid of \$502,355.00 from R&G Construction for Project No SAP 041-599-049, SAP 041-599-044, SAP 041-599-051 and SAP 041-599-054. All voted in favor.

Halbersma also opened bids for the 2016 Gravel Crushing Project. The Engineer's Estimate was \$120,000.00. There was one bid received from Sterzinger Crushing Inc. for \$170,100.00. The Board would like to take a couple weeks to decide if they will accept this bid. Motion was tabled.

Halbersma also presented maintenance updates. They were as follows:

- The narrowing of CR 109 has been started.
- Gravel hauling
- Second round of mowing is almost complete.
- Hoping to do some culvert repair, lining, and tree removal if weather permits.
- A railroad crossing needed to be fixed on CR 107 East of Lake Benton.
- A hollow spot in the road by Tyler school has been repaired.
- The striping will be done next week.
- Bridge inspections have been completed.
- Have been demoing a CAT motor grader.

Halbersma also reported that the Road and Bridge committee met and discussed the purchase of the Petersen Building for the Tyler Road and Bridge shop. It has now been estimated to cost about \$100,000 to complete the finishing work and provide utilities for the building which is quite a bit more than originally thought. The Road and Bridge committee had the recommendation that we should get the costs involved with building at the existing location. The General consensus of the Board was to move forward in figuring the cost to build at the current Tyler Road and Bridge shop location.

Halbersma also presented a 2017 Road and Bridge Budget narrative.

Wendy Rost, Court Administrator, discussed an upcoming medical leave from 8/29/16 through mid-September with the Board. Lyon County will cover the Lincoln County Court Administrator's office 5 days per week during the leave. The hours will be 8:30 – 4:00. Rost will publish a public service announcement to inform the area residents. It will also be posted on the Lincoln County Website. Information only.

Robin Sterzinger, Financial Accountant, gave a budget update. Sterzinger also informed the Board that we will be receiving our MCIT Insurance Dividend of \$51,000. Sterzinger will have the preliminary budget ready for approval at a meeting in September.

Chad Meester, Lincoln County Sheriff, informed the Board that the Durango is no longer needed at the Sheriff's office and can be transferred to Emergency Management if that department would like the vehicle. Information only.

Meester also reported that a refund of \$1,875 has been received from the State for training. Meester wanted to report that we receive less funds than paid for required trainings. Information only.

Meester also informed the Board that a demo of the Computer Aided Dispatch (CAD) will be held with the Tyler Police Department toward the end of the month. The Commissioners will be invited to view the demo. Information only.

Meester also asked for approval of the hire of the Jail Administrator position. The Personnel Committee's recommendation is to hire Robin Sik as the new Jail Administrator. Motion by Jagt, seconded by Hamer to hire Robin Sik as the Jail Administrator. Commissioner Drietz, Jagt, and Hamer voted in favor. Commissioner VanDeVere voted in opposition. Commissioner Evers Abstained. Motion carried by a majority vote.

Commissioner Hamer wanted to point out that the Board is in favor of the Deputies stopping in at the local fuel stations to fill up if needed. Information only.

Meester also asked for approval to pay the Pro-Action bill as an auditor warrant. Motion by VanDeVere, seconded by Jagt to approve paying Pro-Action in the amount of \$8,693.50 as an auditor warrant. All voted in favor.

Committee Reports were given:

VanDeVere – Broadband meeting, Voting Canvas, LSLID Hearing, SWHHS, Active Shooter Training

Drietz – Soil and Water, RCRC and Area II, Active Shooter Training, R&B Round Table, Voting Canvas, Personnel, LSLID Hearing

Hamer – LSLID Hearing, R&B Round Table, Personnel

Jagt – LSLID Hearing

Evers – LSLID Hearing, Active Shooter Training, Broadband meeting, Soil and Water

Auditor Warrants were presented.

Motion by VanDeVere seconded by Jagt, to approve the following Commissioner Warrants #2741 - 2831 for the following amounts: Revenue - \$67,690.66, Road & Bridge - \$12,547.34, Ditch - \$5,216.15, and Lake Benton Lake Improvement District - \$20.00. All voted in favor.

The following bills were over \$2,000.00 per M.S. 375.12: Bolton & Menk - \$2,549.00, CliftonLarsonAllen LLP - \$20,500.00, Computer Prof Unlimited Inc. - \$4,853.96, Prairie Pride Cooperative - \$3,955.93, Southwest Health and Human Services - \$2,427.50, SW Sanitation Inc. - \$2,842.31, Waste Management of WI-MN - \$9,587.70, WM of Southern Minnesota MA 1 - \$6,573.94 and 83 payments less than \$2,000.00 - \$32,183.81.

Deb Vierhuf, Lincoln County Auditor, gave an update on the new Frontier Phone System. When Frontier had looked at the Highway building for the phone system, they had thought that the existing phone system switch would also work for the new phone system. After further work, it was discovered that the Highway building would need a new switch which was not in the original plan. The switch can be purchased through The Computer Man for a cost of \$1,108.31. Motion by VanDeVere, seconded by Jagt to approve a change-order for the Frontier Phone System Project not to exceed \$1,300.00. All voted in favor.

Vierhuf also asked for approval on a \$250.00 log cabin donation from The Lake Benton Historical Society. Motion by Jagt, seconded by Evers to accept the log cabin donation of \$250.00 from The Lake Benton Historical Society. All voted in favor.

Vierhuf also discussed possibly sending a reminder to the department heads about union business. Anytime there is union business done during working hours, the employee needs to take vacation time or do their union business during their break or after working hours. There is an exception at negotiation time that is explained in the individual union contracts.

Motion by Drietz, seconded by Jagt to adjourn at 11:44 a.m. All voted in favor.

ATTEST:

Richard Hamer, 2016 Board Chair

Deb Vierhuf, County Auditor