

**LINCOLN COUNTY BOARD OF COMMISSIONERS
MEETING MINUTES**

January 5, 2016
Courthouse Commissioner Room
Ivanhoe, MN 56142

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

Motion by Jagt to nominate Rick Hamer for 2016 Board Chair, Motion by Drietz to nominate Don Evers as 2016 Board Chair. Other nominations for Chair were asked for three times. There were no other nominations. Motion by Hamer, seconded by VanDeVere to cease nominations. All voted in favor. All (5) voted in favor to elect Rick Hamer as 2016 Board Chair.

Hamer asked for nominations for 2016 Vice Chair. Jagt nominated Joe Drietz, Drietz nominated Mic VanDeVere. Other nominations for 2016 Vice Chair were asked for three times. Motion by Evers, seconded by Drietz to cease nominations. All voted in favor. Motion by VanDeVere, seconded by Evers to elect Joe Drietz as 2016 Vice Chair. Commissioner Evers, Hamer, Jagt, and VanDeVere voted in favor. Commissioner Drietz abstained. Motion carried by majority vote.

Motion by Jagt, seconded by Evers to approve minutes from December 15, 2015 and agenda for January 5, 2016. All voted in favor.

Motion by Jagt, seconded by VanDeVere, to approve Resolution No. 01-2016 (Mileage Rate and Meal Reimbursement.) All voted in favor.

**Resolution No. 01-2016
2016 Lincoln County Mileage and Meal Reimbursements**

BE IT 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 receipts and/or reimbursement forms are submitted with request for payment.

ADOPTED by unanimous vote, this 5th day of January, 2016.

ATTEST:

Richard Hamer, 2016 Board Chair

Deb Vierhuf, County Auditor

Motion by VanDeVere, seconded by Drietz, to approve Resolution No. 02-2016 (Setting Time/Days). All voted in favor.

**RESOLUTION 02-2016
Setting Time/Days for 2016 Regular Meetings
(MSA 375.07)**

BE IT RESOLVED that the first and third Tuesdays of each month for the year 2016, be set as the official days for regular meetings of the Lincoln County Board of Commissioners.

BE IT FURTHER RESOLVED that the hours for said meetings be fixed at:

9:00 a.m. for January 19, 2016, and the months of February 2016, through January 3, 2017, all in accordance with M.S.A. 375.07 with the exception of December 6, 2016 which will be held at 2:00 p.m.

BE IT FURTHER RESOLVED that said county Board meetings be held in the Commissioner's Room of the Courthouse, Ivanhoe, MN, 319 North Rebecca Street, in the City of Ivanhoe, State of Minnesota.

ADOPTED by unanimous vote, this 5th day of January 2016.

ATTEST:

Richard Hamer, 2016 Board Chair

Deb Vierhuf, County Auditor

Motion by Evers, seconded by Drietz, to approve Resolution No. 03-2016 (Pre-Authorization for Payments). All voted in favor.

RESOLUTION No. 03-2016
Pre-Authorized Payments by Auditor's Warrants

BE IT RESOLVED, that the County Auditor be and is hereby authorized to issue her warrants, drawn on the proper fund, for the following expenditures:

All utilities, (water, sewer, electrical, heating fuel, phone, etc.), incidentals, postage, payroll activity, insurance, board approved contracts, monthly lease payments, maintenance contracts, court ordered expenses, permit fees, dues, registrations, employee travel expenses, miscellaneous taxes, tax distributions and refunds, inter fund billings, expenditures subject to finance charges, bank charges, payments to other political subdivisions, lost-duplicate-cancelled warrants of \$1,000.00 or less, motor vehicle registration expenses, employee reimbursement for departmental supplies under \$200.00 and County Attorney and County Sheriff contingency claims.

Said claims to be paid upon proper presentation of claims during the year 2016.

All claims following the last Commissioner meeting of the year until December 31, 2016

BE IT RESOLVED, that the County Auditor is hereby authorized to make fund transfers from time to time to maintain non-deficient fund balances or to issue warrants in payment of obligations of the County.

ADOPTED by unanimous vote this 5th day of January 2016.

ATTEST:

Richard Hamer, 2016 Board Chair

Deb Vierhuf, County Auditor

Motion by Jagt, seconded by Evers to approve Resolution No. 04-2016 (Soil Water Payments). Commissioner Drietz, Jagt, and VanDeVere voted in favor. Commissioner Hamer and Evers voted in opposition. Motion carried by majority vote.

RESOLUTION No. 04 -2016
2016 Soil & Water Conservation District Appropriation/Payments

WHEREAS, the District Board of Supervisors of the Lincoln County Soil & Water Conservation District has submitted a budget and made application to the Board of County Commissioners for aid in meeting expenses for soil and water conservation purposes in Lincoln County, Minnesota, for the year beginning January 1, 2016;

NOW THEREFORE BE IT RESOLVED that the County of Lincoln, Minnesota, hereby appropriates the sum of \$120,000.00 for Soil Conservation purposes for the year 2016 beginning January 1, 2016, and ending December 31, 2016, all in accordance with M.S.A 40.07, Subd. 15.

BE IT FURTHER RESOLVED that said appropriation be paid as follows:

\$40,000.00 payment on January 22, 2016
\$40,000.00 payment on June 17, 2016
\$40,000.00 payment on October 21, 2016

BE IT FURTHER RESOLVED that the county auditor is hereby authorized to issue her warrant for said amounts/payments as scheduled above (Revenue Fund/SWCD Account).

ADOPTED by majority vote this 5th day of January, 2016.

ATTEST:

Richard Hamer, 2016 Board Chair

Deb Vierhuf, County Auditor

Motion by Jagt, seconded by Drietz, to approve Resolution No. 05-2016 to appoint Robert Olsen as Ag Inspector. All voted in favor.

RESOLUTION No. 05-2016
(Agriculture Inspector Appointment)

WHEREAS, provision is made in M.S.A 18.80, Subd. 1, for the appointment of a County Agricultural Inspector.

NOW THEREFORE BE IT RESOLVED, that Robert Olsen, Lincoln County Environmental Office, PO Box 66, Ivanhoe, MN 56142 and telephone number is (507)-694-1344, is hereby appointed as Lincoln County's Agricultural Inspector, from January 1, 2016 to December 31, 2016.

BE IT FURTHER RESOLVED that the County Agricultural Inspector and/or his Assistant, may attend the Annual Short Course and other Regional or District Conferences held during the year 2016.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Commissioner of Agriculture, State of Minnesota.

ADOPTED by unanimous vote, this 5th day of January, 2016.

ATTEST:

Richard Hamer, 2016 Board Chair

Deb Vierhuf, County Auditor

Motion by Drietz, seconded by Evers, to approve Resolution No. 06-2016 (Designation of Depositories). All voted in favor.

Resolution # 06-2016
2016 Depository Designations

WHEREAS, Minnesota Statute 118A.02, subdivision 1 (a) states "The governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions."

WHEREAS, Minnesota Statute 118A.02, subdivision 1 (b) allows the governing body to authorize the treasurer or chief financial officer to make investments of funds under Minnesota Statute 118A.01 to 118A.06 or other applicable law;

THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Lincoln County, designates as depositories the following financial institutions and designates the following as brokers and authorized investment holders:

Wells Fargo
MBS (Multi Bank Securities)
FNC (Financial Northeastern Companies)
Bank of the West
Canby Co-op Credit Union
First Security Bank, Hendricks
First Security Bank-Canby/Lake Benton Branch
First Independent Bank of Russell

All banks and financial institutions that our brokerage firms deposit in and the said Board of Commissioners of said County having designated said banks and brokerage firms to act as depositories of the public funds of said County.

BE IT RESOLVED, by the Board of Commissioners of Lincoln County, that the proposals, the securities therein specified and the assignments thereof of each said institutions be and the same are hereby approved this 5th day of January 2016.

ATTEST:

Richard Hamer, 2016 Board Chair

Deb Vierhuf, Auditor

Motion by Evers, seconded by Drietz, to approve 2016 corporate authorization signatures related to Bank of the West of Ivanhoe, MN for county banking procedures and administration. All voted in favor.

Motion by VanDeVere, seconded by Jagt, to approve Resolution No. 07-2016 (County Printing Bid). All voted in favor.

**Resolution No. 07-2016
County Printing Bid**

BE IT RESOLVED, that the Lincoln County Editorial Association was awarded said County Printing Bid for 2015, 2016 and 2017 to be the Official County Paper, to print all said matters as specified in said bid proposal, as required by law, and

BE IT FURTHER RESOLVED, that the rate for said services be as submitted in said bid, and that claims for county printing to include a signed certificate of measurement.

BE IT FURTHER RESOLVED, that Lincoln County designates the Lincoln County Web site for the publication of transportation projects.

ADOPTED by unanimous vote this 5th day of January 2016.

ATTEST:

Richard Hamer, 2016 Board Chair

Deb Vierhuf, County Auditor

Motion by Jagt, seconded by Evers, to set aside up to 20% of the remaining balance in the county's forfeited tax sale fund for the acquisition and maintenance of county parks or recreational areas as defined in M.S. 398.31 and 398.36 (M.S. 282.08). All voted in favor.

Lincoln County Out of State Travel Policy was reviewed. Motion by Drietz, seconded by VanDeVere, to approve Lincoln County Out of State Travel Policy. All voted in favor.

Motion by Jagt, seconded by Evers, to approve 2016 Committee Appointments/Re-Appointments. All voted in favor.

Lincoln County Commissioner Committee Appointments – 2016

18 County Adult Mental Health	Jagt (Alternate Hamer)
5 th District Public Defender	Jagt
ACE of SW MN Board	VanDeVere (Alternate Jagt)
Affirmative Action Officer	Jagt
AMC Committees	All Commissioners
Area II Water	Drietz (Alternate Evers)
Audit	Hamer & Drietz
Building/Capital Improvement	Hamer/VanDeVere
Community Awareness & Emergency Response	VanDeVere
County Council on Aging	Hamer
County Park Board	VanDeVere (Alternate Hamer)
Daytime Activity Center	Jagt
Emergency Communications Board	Drietz (Alternate Hamer)
Extension Committee	Hamer (Alternate Drietz)
Health/Safety	Drietz (Alternate Jagt)
Helping Hands (SWHHS)	VanDeVere (Alternate Jagt)
Highway Round Table	All Commissioners
Hwy 68 Coalition	Hamer
Insurance Committee	Drietz
J.C.D. #13 and #31 Drainage (Lyon)	Jagt/VanDeVere (Fenske/Stensrud/Ritter)
J.C.D. #16 Drainage (Pipestone)	VanDeVere, Evers, Jagt, Hamer
Juvenile Detention Center	Jagt
Labor Management	Evers (Alternate Jagt)
LacQuiParle Watershed Advisory	Drietz
Land Use/Zoning	All Commissioners
Law Library	Evers
LBLID	Sub Committee – Evers & VanDeVere (Alternate Jagt)
Lincoln Co Enterprise Dev	Hamer (Alternate Drietz)
Lincoln County Board of Appeals	All Commissioners
Lincoln County H R A	Evers
Lincoln County Library Board	Evers
Lincoln County Prom & Tourism	Jagt
Lincoln SWCD Board Representative	Evers & all Commissioners as alternates
MCIT	All Commissioners per Board Approval
Negotiating Committee/Personnel	Hamer & Drietz (Alternate VanDeVere)
Nutrition Council	VanDeVere
Plum Creek Library Board	Evers
Prairieland Economic Development	Drietz
RCRCA	Drietz (Alternate Evers)
Regional Advisory Board (RAC)	Drietz, Amber Scholten Voting member(Alt Chad Meester)
Road & Bridge Committee	Drietz/Hamer
Road Inspection Committee	All County Board Members
Rural MN Energy Board	VanDeVere (Alternate Evers)

Solid Waste Recycling Comm	Hamer (Alternate Evers)
Southern Prairie Community Care	Jagt (Alternate VanDeVere)
Step II Grievance	Hamer & Drietz
Step III Grievance	All Commissioners
SW Environmental Task Force	Evers
SW MN PIC Council	Drietz
SW Regional Development	VanDeVere
SWMHHS Health	VanDeVere
SWMHHS Human Services	Jagt
Transit Representative	Evers
Water Management Task Force(C&VC)	Hamer & Drietz
Western Community Action	Hamer
Western Mental Health	Hamer (Alternate Jagt)
Western Mental Health Dev. Selection	Hamer (Alternate Jagt)
Wind Power Committee/Mtgs	All Commissioners
Yellow Medicine Watershed Advisory	Drietz

At 9:30 a.m. sealed bids were opened for the 1994 Ford Collins Bus and the 1998 Ford Champion Challenger. One bid was received for both busses as follows:

- Steve Bennett 1994 Ford Collins Bus \$250.00
- Steve Bennett 1998 Ford Champion Challenger \$750.00

Bids were reviewed and discussed. Motion by Drietz, seconded by VanDeVere to accept the bid from Steve Bennett of \$250.00 for the 1994 Ford Collins Bus and \$750.00 for the 1998 Ford Champion Challenger. All voted in favor.

Dustin Hauschild, Engineer's Assistant, reported on project updates/ maintenance updates. They were as follows:

- Just finishing up the overlay project plans for 2016. Will be sent to MN DOT shortly.
- Started on the design plan for the Arco project.
- Finishing up design plans for the Box Culvert Projects for 2016.
- Skid Steer has been delivered.
- Snow Plowing is completed as needed.

Hauschild also reported that the Scanner Plotter that was approved at the December 15, 2015 meeting will need to be purchased for \$9,360.00 and then the County will receive a \$3,000 rebate. Previous motion stated that the purchase will be to the Computer Man for \$6,360.00. Motion by Jagt, seconded by Drietz to amend the motion made at the December 15th meeting to pay Computer Man the full purchase price of \$9,360.00 for the Scanner Plotter and receive the \$3,000 rebate after the paperwork and trade-in has been completed. All voted in favor.

Motion by Jagt, seconded by Drietz, to approve the following appointments to the Planning and Zoning Board: All voted in favor.

- Bill Behnke – 3 year term
- Ron Bunjer – 2 year term

Olsen also presented a resolution on the Solid Waste Assessment authorizing the assessment to be increased to \$50 per parcel with a structure value greater than \$1000.00 and/or \$25.00 per unit/dwelling where a parcel has multi units. Minimum charge set at \$50.00. Motion by VanDeVere, seconded by Evers to approve Resolution No. 08-2016 authorizing the Solid Waste Assessment to be increased to \$50 per parcel with a structure value greater than \$1000.00 and/or \$25.00 per unit/dwelling where a parcel has multi units. Minimum charge set at \$50.00. All voted in favor.

**RESOLUTION NO. 08-2016
RESOLUTION ADOPTING AND APPROVING
ENVIRONMENTAL/SOLID WASTE ASSESSMENT**

WHEREAS, the County of Lincoln has adopted and established an Environmental/Solid Waste Assessment pursuant to the provisions of Minnesota Statutes 400.01, and,

WHEREAS, said assessment provides that the Board of Commissioners shall establish by resolution a rate schedule for Environmental/Solid Waste Assessment to be assessed against various parcels of land within the County, and,

WHEREAS, the County Board has duly considered all factors relevant to establishing an Environmental/Solid Waste Assessment, and,

WHEREAS, The Board of Commissioners has determined that it is prudent to provide for the collection of costs associated with administering the Environmental and Solid Waste Programs in this County through an Environmental/Solid Waste Assessment.

NOW THEREFORE, BE IT RESOLVED, by the Lincoln County Board of Commissioners as follows:

That there is hereby established an Environmental/Solid Waste Assessment in the amount of \$50.00 per parcel with a structure value greater than \$1000.00 and/or \$25.00 per unit/dwelling where a parcel has multi units. Minimum charge set at \$50.00. This assessment is to be applied to payable 2016 property tax statement and years thereafter.

BE IT FURTHER RESOLVED, that said schedule will be effective upon the date hereof and shall remain in place until specifically amended by the Board of Commissioners.

WHEREUPON the above resolution was adopted at a regular meeting of the Lincoln County Board of Commissioners this 5th day of January, 2016, at Ivanhoe, Minnesota.

ATTEST:

Richard Hamer, 2016 Board Chair

Deb Vierhuf, County Auditor

Olsen also reported that they are wrapping up the year on ditch projects.

- County Ditch 35 has been completed.

Committee Reports were given:

VanDeVere – SWHHS,
Drietz – SW MN PIC Council, Shaokatan Lake Assoc., Health/Safety,
Hamer – Western Mental Health,
Jagt – SWHHS,
Evers – HRA, Transit,

Auditor Warrants were presented.

Motion by VanDeVere, seconded by Evers, to approve the following Commissioner Warrants #1007- 1014 for the following amounts: Revenue - \$86,042.86, Road & Bridge - \$88,310.00, Debt Service - \$376,075.00, Solid Waste Task Force- \$1,966.00 and LBLID – \$1,720.00. All voted in favor.

The following bills were over \$2,000.00 per M.S. 375.12: Bond Trust Services Corporation - \$376,075.00, Computer Prof Unlimited Inc. - \$4,823.96, MN Counties Intergov. Trust-St Paul - \$169,492.00 and 4 payments less than \$2,000.00 - \$3,722.90.

Deb Vierhuf, Lincoln County Auditor, requested that the Veterans Service Officer salary be set for the 2016 year. Motion by VanDeVere, seconded by Drietz to set Veterans Service Officer salary for \$20,156.00 for the 2016 year. Commissioner Evers, Hamer, Drietz, and VanDeVere voted in favor. Commissioner Jagt voted in opposition. Motion carried by majority vote.

Loretta Lundberg, Lincoln County Recorder, informed the board that she is ready to do interviews for the Deputy Recorder position.

Motion by VanDeVere, seconded by Drietz, to adjourn at 11:12 a.m. All voted in favor.

ATTEST:

Richard Hamer, 2016 Board Chair

Deb Vierhuf, County Auditor