

**LINCOLN COUNTY BOARD OF COMMISSIONERS
MEETING MINUTES**

January 3, 2017
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 Joe Drietz, Rick Hamer, Corey Sik, Jack Vizecky, and Mic VanDeVere. Also present was County Auditor, Deb Vierhuf. No conflicts of interest were noted.

Wendy Rost, Court Administrator, administered the "Oath of Office" to newly elected and re-elected Commissioners Richard Hamer – District 3, Corey Sik – District 1, Jack Vizecky – District 5.

Hamer asked for nominations for the 2017 Board Chair. Motion by VanDeVere, seconded by Sik to nominate Commissioner Richard Hamer as the 2017 Board Chair and Commissioner Joe Drietz as the 2017 Vice Chair. Hamer asked for nominations for Board and Vice Chair three additional times. Motion by VanDeVere, seconded by Sik to cease nominations. Motion by VanDeVere, seconded by Sik to elect Richard Hamer as the 2017 Board Chair and Joe Drietz as 2017 Vice Chair. All voted in favor.

Motion by Drietz, seconded by VanDeVere to approve consent agenda which included the minutes from December 20, 2016 and agenda for January 3, 2017. All voted in favor.

Motion by VanDeVere, seconded by Vizecky, to approve Resolution No. 01-2017 (Mileage Rate and Meal Reimbursement.) All voted in favor.

**Resolution No. 01-2017
2017 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 3rd day of January, 2017.

ATTEST:

Richard Hamer, 2017 Board Chair

Deb Vierhuf, County Auditor

Motion by Vizecky, seconded by Drietz, to approve Resolution No. 02-2017 (Setting Time/Days). All voted in favor.

**RESOLUTION 02-2017
Setting Time/Days for 2017 Regular Meetings
(MSA 375.07)**

BE IT RESOLVED that the first and third Tuesdays of each month for the year 2017, 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 17, 2017, and the months of February 2017, through January 2, 2018, all in accordance with M.S.A. 375.07 with the exception of December 5, 2017 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 3rd day of January 2017.

ATTEST:

Richard Hamer, 2017 Board Chair

Deb Vierhuf, County Auditor

Motion by VanDeVere, seconded by Drietz, to approve Resolution No. 03-2017 (Pre-Authorization for Payments). All voted in favor.

**RESOLUTION No. 03-2017
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, County Board Approved purchases, and County Attorney and County Sheriff contingency claims.

Said claims to be paid upon proper presentation of claims during the year 2017.

All claims following the last Commissioner meeting of the year until December 31, 2017

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 3rd day of January 2017.

ATTEST:

Richard Hamer, 2017 Board Chair

Deb Vierhuf, County Auditor

Motion by Drietz, seconded by Vizecky to approve Resolution No. 04-2017 (Soil Water Payments). All voted in favor.

RESOLUTION No. 04-2017
2017 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, 2017;

NOW THEREFORE BE IT RESOLVED that the County of Lincoln, Minnesota, hereby appropriates the sum of \$120,000.00 for Soil Conservation purposes and a new allocation of \$18,000 to go towards Soil Conservation new matching revenue for the year 2017 beginning January 1, 2017, and ending December 31, 2017, all in accordance with M.S.A 103C.331, Subd.16.

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

\$46,000.00 payment on January 20, 2017
\$46,000.00 payment on June 23, 2017
\$46,000.00 payment on October 19, 2017

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 3rd day of January, 2017.

ATTEST:

Richard Hamer, 2017 Board Chair

Deb Vierhuf, County Auditor

Motion by VanDeVere, seconded by Sik, to approve Resolution No. 05-2017 to appoint Robert Olsen as Ag Inspector. All voted in favor.

RESOLUTION No. 05-2017
(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, 2017 to December 31, 2017.

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 2017.

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 3rd day of January, 2017.

ATTEST:

Richard Hamer, 2017 Board Chair

Deb Vierhuf, County Auditor

Motion by Drietz, seconded by VanDeVere, to approve Resolution No. 06-2017 (Designation of Depositories). All voted in favor.

**Resolution # 06-2017
2017 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 3rd day of January 2017.

ATTEST:

Richard Hamer, 2017 Board Chair

Deb Vierhuf, Auditor

Motion by Drietz, seconded by Vizecky, to approve 2017 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 Vizecky, to approve Resolution No. 07-2017 (County Printing Bid). All voted in favor.

**Resolution No. 07-2017
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 3rd day of January 2017.

ATTEST:

Richard Hamer, 2016 Board Chair

Deb Vierhuf, County Auditor

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

Motion by VanDeVere, seconded by Sik, to approve 2017 Committee Appointments/Re-Appointments. All voted in favor.

Lincoln County Commissioner Committee Appointments – 2017

18 County Adult Mental Health	Hamer (Alternate Vizecky)
5 th District Public Defender	Vizecky (Alternate Sik)
ACE of SW MN Board	VanDeVere (Alternate Vizecky)
Affirmative Action Officer	Vizecky
AMC Committees	All Commissioners
Area II Water	Drietz (Alternate Sik)
Audit	Hamer & Drietz
Building/Capital Improvement	Hamer & VanDeVere
CARE	VanDeVere
Community Awareness & Emergency Response	VanDeVere
County Council on Aging	Hamer
County Park Board	VanDeVere (Alternate Hamer)
Daytime Activity Center	Vizecky
Emergency Communications Board	Drietz (Alternate Vizecky)
Extension Committee	Hamer (Alternate Drietz)
Health/Safety	Drietz (Alternate Vizecky)
Helping Hands (SWHHS)	VanDeVere (Alternate Vizecky)
Highway Round Table	All Commissioners
Hwy 68 Coalition	Hamer
Insurance Committee	Drietz
J.C.D. #13 and #31 Drainage (Lyon)	Vizecky, VanDeVere (Fenske/Stensrud/Ritter)
J.C.D. #16 Drainage (Pipestone)	VanDeVere, Sik, Vizecky, Hamer
Juvenile Detention Center	Vizecky
Labor Management	Sik (Alternate VanDeVere)
LacQuiParle Watershed Advisory	Drietz
Land Use/Zoning	All Commissioners
Law Library	Sik
LBLID	Sub Committee – Sik & VanDeVere (Alternate Vizecky)
Lincoln Co Enterprise Dev	Hamer (Alternate Drietz)
Lincoln County Board of Appeals	All Commissioners
Lincoln County H R A	Hamer (Alternate Sik)
Lincoln County Library Board	Sik
Lincoln County Prom & Tourism	Sik
Lincoln SWCD Board Representative	Drietz & all Commissioners as alternates
MCIT	All Commissioners per Board Approval
Negotiating Committee/Personnel	Hamer & Vizecky (Alternate VanDeVere)
Nutrition Council	VanDeVere
Plum Creek Library Board	Sik
Prairieland Economic Development	Drietz
RCRCA	Drietz (Alternate Sik)
Regional Advisory Board (RAC)	Drietz, Amber Scholten Voting member(Alternate Chad Meester)
Road & Bridge Committee	Drietz, Hamer
Road Inspection Committee	All County Board Members
Rural MN Energy Board	VanDeVere (Alternate Sik)
Solid Waste Recycling Comm	VanDeVere & Drietz (Alternate Sik)
Southern Prairie Community Care	Vizecky (Alternate VanDeVere)
Step II Grievance	Hamer & Vizecky (Alternate VanDeVere)
Step III Grievance	All Commissioners
SW Emergency Med. Services	Amber Scholten
SW Environmental Task Force	Sik
SW MN PIC Council	Drietz
SW Regional Development	VanDeVere
SWMHHS Health	VanDeVere
SWMHHS Human Services	Vizecky
Transit Representative	Vizecky
Water Management Task Force(C&VC)	Hamer & Drietz
United Community Action	Vizecky (Hamer alternate)
Western Mental Health	Hamer (Alternate Vizecky)
Western Mental Health Dev. Selection	Hamer (Alternate Vizecky)
Wind Power Committee/Mtgs	All Commissioners
Yellow Medicine Watershed Advisory	Drietz
LSLID	Hamer & VanDeVere (Alternate Drietz)

Bruce Nielsen, Lincoln County Assessor, was given the "Oath of Office" for the appointment of Lincoln County Assessor for the term beginning January 2, 2017 and ending December 31, 2020. Information only.

Nielsen also informed the Board that he had talked to Dean Larson, District Manager for Pictometry International and U.S Fish and Wildlife cannot be given their own logon into the Pictometry system. Information only.

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

- Working on HSIP (Highway Safety Improvement Plan) which is the reflective arrows around the curves and epoxy white lines. The project was identified in the County safety audit and federal state aid dollars are available.
- Near completion on 2017 paving plans to include plans for overlay on County Road 9, 10, and County Road 107.
- Box Culvert plans on Twp. bridge replacements are being worked on.
- Snow removal completed as needed.
- Have been doing some sign replacement and tree cleanup.
- Working on maintaining equipment.

Hauschild also invited any Board member that would like to ride along in a snow plow truck is welcome to do so. Information only.

Hauschild also informed the Board that two CAD computers are in need of replacement. The estimate from Computer Man is \$6,317.26. Motion by VanDeVere, seconded by Sik to approve replacing two Highway CAD computers for \$6317.26 from Computer Man. All voted in favor.

Robert Olsen informed the Board that three individuals need to be appointed to the Planning and Zoning Board. The individuals for appointment are Mike Rybinski, Darwin Lutterman, and Wendy Sterzinger.

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

Mike Rybinski – At Large – 2 Year term
 Darwin Lutterman – Tyler District Representative – 3 year term
 Wendy Sterzinger – District 3 Representative – 3 year term

Olsen also presented a resolution on the Solid Waste Assessment authorizing the assessment to be increased to \$55 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 \$55.00. Motion by VanDeVere, seconded by Sik to approve Resolution No. 08-2017 authorizing the Solid Waste Assessment to be increased to \$55 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 \$55.00. Drietz, Sik, VanDeVere, and Vizecky voted in favor. Hamer voted in opposition. Motion carried by majority vote.

**RESOLUTION NO. 08-2017
 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 the that 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 \$55.00 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 \$55.00. This assessment is to be applied to payable 2017 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 3rd day of January, 2017, at Ivanhoe, Minnesota.

ATTEST:

 Richard Hamer, 2017 Board Chair

 Deb Vierhuf, County Auditor

Olsen also informed the Board that there were additional ditch expenses that came through in December and due to that we will need to amend resolution 47-2016 with Resolution 10-2017 Resolution of the Lincoln County Ditch System for One-Year Loan. Motion by Vizecky, seconded by VanDeVere to amend resolution 47-2016 by replacing it with Resolution 10-2017 Resolution of the Lincoln County Ditch System for One-Year Loan. All voted in favor.

**RESOLUTION NO. 10-2017
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 Lincoln County General Fund loan to the following ditch systems in the total sum of \$23,600.00 for the duration of one (1) year with interest at the rate of 4%.

The following individual ditch systems will have a deficit cash balance. Minn. Stat. 103E.655, subd. 2 allows for loans to be made from the General Fund to a ditch system with insufficient cash to pay expenditures. If the County Board transfers money from another fund to a drainage system account, the money must be reimbursed from the proceeds of the drainage system that received the transfer.

<u>DITCH</u>	<u>Amount</u>
County Ditch No. 2	18,000.00
Judicial Ditch No. 11	2,200.00
Judicial Ditch No. 31	3,400.00

Consider the approval of the transferring monies in the amount of \$23,600.00 as of December 31, 2016 from the General Fund to individual ditch systems with deficit cash balances at 2016 year end. The monies transferred will be reimbursed effective December, 2017.

WHEREUPON the above resolution was adopted at a regular meeting of the Lincoln County Board of Commissioners this 3rd day of January, 2017.

ATTEST:

Richard Hamer, 2017 Board Chair

Deb Vierhuf, County Auditor

Committee Reports were given:

VanDeVere – SWHHS, Solid Waste Recycling Comm.
Drietz – Lincoln SWCD, Solid Waste Recycling Comm.
Hamer – None
Sik – None
Vizecky – None

Auditor Warrants were presented.

Motion by VanDeVere, seconded by Sik, to approve the following Commissioner Warrants #3865 - #3882 for the following amounts: Revenue - \$166,991.14, Road & Bridge - \$83,269.48, Debt Service - \$378,475.00, and Ditch - \$17,950.00. All voted in favor.

The following bills were over \$2,000.00 per M.S. 375.12: Assn of MN Counties - \$5,775.00, Bond Trust Services Corporation - \$378,475.00, DLT Solutions LLC - \$4,185.48, Linc Co Enterprise Dev Corp Slayton - \$22,500.00, Lin Co Fair Assn - \$17,500.00, Linc Soil-Water Conserv Dist - \$40,000.00, Lyon Co Auditor-Treasurer - \$17,950.00, MCCC MI 33 - \$2,236.00, MN Counties Intergov. Trust – St Paul - \$150,703.00, MN Sheriffs' Assn. - \$3,606.00, and 7 payments less than \$2,000.00 - \$3,755.14.

Deb Vierhuf, Lincoln County Auditor, informed the Board that the Appleton Prison is again in need of support for reopening the facility and presented a Resolution of support for approval. Motion by Drietz, seconded by VanDeVere to approve Resolution 09-2017 Supporting the Department of Corrections Lease and Operation of the Prairie Correctional Facility in Appleton. All voted in favor.

**RESOLUTION 09-2017
SUPPORTING THE DEPARTMENT OF CORRECTIONS LEASE AND OPERATION OF THE PRAIRIE
CORRECTIONAL FACILITY IN APPLETON**

Motion by Commissioner Drietz, Seconded by Commissioner VanDeVere

WHEREAS, according to the Minnesota Department of Corrections, the State of Minnesota's prison population exceeds capacity; and

WHEREAS, the Minnesota Department of Corrections is housing over 500 inmates in county jails where they cannot receive critical rehabilitation services available in State correctional facilities; and

WHEREAS, the Minnesota Department of Corrections projects the State of Minnesota's prison population will grow by at least and additional 500 inmates by the year 2020; and

WHEREAS, the State of Minnesota will continue to face financial challenges such as interest, debt service, maintenance, and annual operating costs associated with any new facility construction and/or maintenance of existing, aging facilities; and

WHEREAS, the City of Appleton is home to a vacant and well-maintained prison facility with adequate space to meet the Department of Corrections' current and future needs; and

WHEREAS, up to 350 people from 24 surrounding counties worked at the Appleton prison when it was in use, generating an estimated \$15.2 million for the regional economy; and

WHEREAS, many ancillary businesses in the region and their workers benefitted when the Appleton prison was in use; and

WHEREAS, the region offers robust infrastructure to provide rehabilitation services for State of Minnesota inmates and a great quality of life for working families; and

WHEREAS, the cost to the State of Minnesota to lease the Appleton prison is estimated to be \$6-8 million per year, plus annual operating costs – substantially lower than constructing and maintaining new, permanent correctional facilities; and

WHEREAS, it is practical that the State of Minnesota do its due diligence to fairly consider the costs associated with leasing and operating the Appleton prison before constructing new, permanent correctional facilities;

NOW THEREFORE BE IT RESOLVED, that on the 3rd Day of January 2017, the Lincoln County Board of Commissioners declared its support for a proposal for the State of Minnesota to lease and operate the Appleton prison with State of Minnesota public employees to provide much-needed jobs and economic development for the people of West Central Minnesota and to provide effective rehabilitation services for inmates needed to reduce recidivism.

Adopted on a unanimous vote by the Lincoln County Board of County Commissioners the 3rd day of January 2017.

ATTEST:

Richard Hamer, 2017 Board Chair

Deb Vierhuf, County Auditor

Vierhuf also informed the Board that a public hearing needs to be set up to discuss a proposed abatement for the HRA managed apartments in Hendricks, MN.

Motion by Drietz, seconded by Vizecky to set a public hearing for the HRA managed apartment's abatement for February 21, 2017 at 9:05. All voted in favor.

Motion by Drietz, seconded by VanDeVere, to adjourn at 10:45 a.m. All voted in favor.

ATTEST:

Richard Hamer, 2017 Board Chair

Deb Vierhuf, County Auditor