

**LINCOLN COUNTY BOARD OF COMMISSIONERS
MEETING MINUTES**

November 7, 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, Richard Hamer, Corey Sik, Jack Vizecky, and Mic VanDeVere. Also present was Lincoln County Auditor, Deb Vierhuf and Lincoln County Attorney Glen Petersen. No conflicts of interest were noted.

Motion by VanDeVere, seconded by Drietz to approve consent agenda which included approval of the Board meeting minutes from October 17, 2017, the agenda for November 7 and the FY2018 Snowmobile Maintenance Grant Agreement. All voted in favor.

Robert Olsen, Environmental, brought forward an issue with the repair of JD #31. Also present to comment on the issue were Ron Persoon, Kenny Persoon, Richard Persoon and A & C Excavating represented by Nicole Nibbe and Matt Sanderson. Olsen stated that originally there was a concrete tile that crossed the Persoon property in section 12 of Hope Twp. (parcel #07-0087-000). The county tile was abandoned by a previous ditch inspector many years ago which was not done according to MN Statute. Olsen worked with the Ditch Authority and the land owners to get the County tile re-established. The tile was re-established and installed in 2011. At that time a perforated tile was placed in an area where grass roots invaded the tile and it was in need of repair within 5 years. The perforated tile was installed by a sub-contractor hired by A & C Excavating. A bill was presented in the Commissioner Warrants today to pay A & C Excavating for the repair replacing the perforated tile with non-perforated 8" dual wall tile in the amount of \$8,977.50. The Persoon family feels they have already paid for this once and it should not be charged to the ditch a second time. The Commissioners would like to look at the situation further and investigate whether there is any documentation to show that perforated tile should not have been used in the area in question in 2011. The bill was pulled from the warrants until further investigation is done. The Persoon family also had another concern with the recent repair. Upon talking to another contractor, they were made aware that many contractors have started taping every joint in the ditch tile. This is not the current protocol of A & C Excavating but they demonstrated how the pipes are put together and what parts of the tile are taped. A & C Excavating presented a written warranty of the work that was done and stand behind their work. This warranty was given to Persoons and one was presented to Olsen to put in the ditch file. Questions were asked about the length of the warranty. This will be considered and brought back to a future meeting. Information only.

Olsen presented information on what needs to be done to have the County Ditch 37 Pump Station complete. There is approximately 820 feet of 16" concrete tile that needs to be replaced with 18" dual wall tile at an estimated cost of \$11,500.00. This will complete the project except for some additional fill work which will be done in the future. Motion by Drietz, seconded by VanDeVere to approve finishing the Pump Station project on County Ditch 37 by replacing 820 feet of 16 "concrete tile with 18" dual wall tile at a total estimated cost of \$11,500.00 by Buffalo Ridge Concrete Inc. All voted in favor.

Amber Scholten Emergency Management, requested approval of the Emergency Management Program Grant of \$16,194.00. This amount goes towards salary with a County matching amount. Motion by VanDeVere, seconded by Hamer to approve the Emergency Management Program Grant Agreement with a total amount of grant dollars to be received of \$16,194.00. All voted in favor.

Scholten also informed the Board that a Bladholm Construction representative did stop in to verify measurements on the Court Administrator's office security project and they will begin in a couple of weeks. Information only.

Joe Wilson, Lincoln County Engineer, presented project updates. They were as follows:

- Concrete work in Hendricks is essentially complete with a couple of clean-up items to be done.
- Box Culvert on CSAH 7 is complete. It has been paved and shouldered.
- Box Culvert on the North side of CSAH 1 is completed but will remain gravel over the winter.
- Box Culvert on the South side of CSAH 1 has been started with a November 30th contract completion date.

Wilson asked for approval to make a final payment to AAA Striping for the Maintenance striping and to make a final payment to Mid-State Reclamation for the milling of County Road 134 and pay them as Auditor Warrants. Motion by Drietz, seconded by VanDeVere to make the final payment of \$39,506.21 to AAA Striping for the maintenance striping and the final payment of \$14,533.30 to Mid-State Reclamation for the milling of County Road 134 and to pay them as Auditor Warrants. All voted in favor.

Wilson presented the maintenance updates. They were as follows:

- Snow equipment is ready.
- Shoulder mowing is complete.
- Some ditch cleaning being done.
- Cutting down some approaches where the snow plow might catch.
- The fuel pump on the dozer has been replaced as well as the injectors.

- Will be removing stumps by Arco as weather permits.
- The contractor needs to do one more fix at the Tyler shop before the Highway Department can take over with the interior work.

Wilson requested that the old ban saw be designated as surplus and authorized to be sold at auction. Motion by Hamer, seconded by Drietz to declare the old Highway ban saw as surplus and authorize it to be sold at auction. All voted in favor.

Wilson informed the Board that the Engineering Technician position has been posted and advertised. The application deadline is November 15th. A few applications have been received. Wilson will be ready to interview after the Board Meeting on November 21st. Information only.

Wilson presented his employee contract for review. It will be brought forward for approval at the next meeting. Information only.

Chad Meester, Lincoln County Sheriff, presented a letter to the Board regarding the difficulties of finding part time deputies and dispatchers. Meester is looking at different ideas on how to attract good applicants to our Law Enforcement Department. Meester thanked the Auditor's office and staff for getting requested information together as the hiring was evaluated. Meester pointed out that all law enforcement agencies in the area are down on part-time deputies and this issue is similar for all agencies in the area. The Lincoln County Cities are hiring less law enforcement staff also so the County has been in charge of the whole County on the weekends and at times has had only one Deputy on duty due to vacation and sick leave taken by other staff. Since part-time Deputies are so hard to find and retain, Meester would like to hire a full-time deputy. This would help with retention as well as alleviate some of the overtime worked by the current staff. The increased cost for one full-time deputy versus 2 part-time deputies and decreased overtime would be about \$24,000.00 in salary and benefits cost. Isaiah Wahl, Lincoln County Deputy Sheriff, expressed concerns about low staff on the weekends and having enough staff to handle more than one call per night. Wahl feels this is a safety issue for the staff as well as the public. Wahl also expressed that it is difficult to attract new applicants to this area especially for a part-time position. Commissioner VanDeVere commented that he feels the County is obligated to make sure there is enough staff on hand to provide coverage for the Lincoln County residents. Commissioner Sik inquired about the need for dispatchers and if Sheriff Meester felt it would be possible to include dispatch training in the Deputies requirements. Meester felt it can be difficult with all the learning that is required by both positions but felt it was possible and would include that training. Motion by Hamer, seconded by Sik to post and advertise for a full-time deputy with the stipulation that dispatch training will be included with the job duties. Commissioners Drietz, Hamer, Sik and VanDeVere voted in favor. Commissioner Vizecky voted in opposition. Motion carried by majority vote.

Meester also informed the Board that their last part-time dispatcher has given their notice. Robin Sik, Lincoln County Jail Administrator, was present and reiterated some of the same concerns with retaining part-time dispatchers. Due to this Meester would like to advertise for a permanent part-time dispatcher with an average of 32 hours per week offered. This would allow the part-time dispatcher to pay for pro-rated health insurance. With the amount of sick and vacation leave taken by other staff members, it would not be an issue to offer the average of 32 hours per week and would again alleviate some of the overtime worked by current staff. Motion by VanDeVere, seconded by Sik to post and advertise for a permanent part-time dispatcher/jailer position at an average of 32 hours per week. Commissioners Drietz, Hamer, Sik and VanDeVere voted in favor. Commissioner Vizecky voted in opposition. Motion carried by majority vote.

Committee Reports were given:

Drietz – One Water One Plan
 Hamer – Personnel
 Sik – Highway Labor Management
 VanDeVere – A.C.E., UCAP, Southern Prairie, AMC, RCRCA
 Vizecky – Personnel

Auditor Warrants were presented.

Motion by VanDeVere seconded by Hamer to approve (after removal of the \$9,915.00 A & C Excavating bill until further investigation) the following Commissioner Warrants #6078- #6150 for the following amounts: Revenue - \$37,666.98, Road & Bridge - \$389,458.00, Ditch - \$7,334.13 and Forfeited - \$3,497.68. All voted in favor.

The following bills were over \$2,000.00 per M.S. 375.12: Tom Barber - \$5,173.88, Buffalo Ridge Concrete Inc. - \$2,160.25, Buffalo Ridge Newspapers, LLC - \$2,028.00, Computer Prof Unlimited Inc. - \$4,926.96, Musch Construction Inc. - \$2,125.00, Nebraska Salt & Grain Co. - \$7,435.90, Petersen Law Office PLLC - \$7,361.83, Prairie Pride Cooperative - \$11,074.76, Victor Construction Inc. - \$3,250.00., Waste Management of WI-MN - \$3,755.38, WM of Southern Minnesota MA 1 - \$7,252.74, Ziegler Power Systems (CAP) \$356,244.28 and 60 payments less than \$2,000.00 - \$25,167.81.

The current budget and levy increase was discussed. The Commissioners did not have any specific issues to bring forward. Information only.

Deb Vierhuf, Lincoln County Auditor, presented the UCAP agreement for 2018 for approval. The agreement has been reviewed and mirrors the previous agreement. Motion by Hamer, seconded by VanDeVere to approve the 2018 United Community Action Partnership Agreement. All voted in favor.

Vierhuf informed the Board that the Plum Creek Agreement has been presented to the County Attorney and reminded them that if there are any comments or suggestions that the agreement will be brought to the Board for approval at the end of January. Information only.

Vierhuf presented the new Skime property lease agreements for the Ag land to be rented by Dryland Farms Inc. and the pasture land to be rented by Nicholas Thooft. The agreements were drawn up by the Lincoln County Attorney and some additional language for removal of acres for the gravel crushing operation and a clause for crop damage has been added. The rent will be collected in full in March of the operation year which is a change from previous lease agreements. The Lincoln County Engineer has also reviewed the lease. Motion by VanDeVere, seconded by Vizecky to approve the lease agreements for the Ag land to be rented by Dryland Farms Inc. and the pasture land to be rented by Nicholas Thooft. All voted in favor.

Vierhuf also asked for approval of Resolution No. 43-2017 Voting Equipment Grant. The grant is a matching grant where the State will provide up to \$5,000 per precinct to be used to purchase optical scan counters and assistive voting devices at a 50% match from County funds and for electronic rosters at a 25% match from County funds. The County could receive less than the \$5,000 per precinct depending on how many grant applications are received by the State. Once grant funding is received, the County can decide how many machines and what type of machines to purchase depending on total funding received. The deadline to file the grant is December 15, 2017. Motion by Drietz, seconded by Sik to approve Resolution No. 43-2017 Voting Equipment Grant. All voted in favor.

RESOLUTION NO 43-2017 VOTING EQUIPMENT GRANT

Approving Lincoln County's application for funding from the Voting Equipment Grant.

WHEREAS, Minnesota counties are responsible for administering elections, which includes the purchase and maintenance of supplies and election equipment, including accessible voting equipment; and

WHEREAS, Minnesota last updated much of its voting equipment between 2002 and 2006 meaning that the equipment is rapidly approaching the end of its 10 to 15 year lifespan; and

WHEREAS, it's essential for precincts to have functioning voting equipment so that voters are able to cast their ballot on equipment that is secure, accessible, accurate, and reliable; and

WHEREAS, Minnesota's 90th Legislature authorized \$7 million for the Voting Equipment Grant Account to assist counties, cities, towns, and school districts with the purchase of voting equipment; and

WHEREAS, to receive funding from the Voting Equipment Grant Account, counties must submit an application to the Minnesota Secretary of State before December 15, 2017; now, therefore,

BE IT RESOLVED, Lincoln County approves its application for funding from the Voting Equipment Grant; and

BE IT FURTHER RESOLVED, the County certifies that any funds awarded from the Voting Equipment Grant will be used only to purchase assistive voting technology, an electronic roster system, an electronic voting system, any individual component of an electronic voting system, or any other equipment or technology approved by the Secretary of State.

ATTEST:

Richard Hamer, 2017 Board Chair

Deb Vierhuf, County Auditor

Vierhuf presented information on the LUCA registration with the US Department of Commerce. After talking with our IT people, it was determined that based on the size of our County, it would be difficult to be in compliance with the security requirements of the Census Bureau. Some of the requirements would require a separate network storage device and a separate backup solution. Due to this, the recommendation is to not register for LUCA (Local Update of Census Addresses). Motion by Hamer, seconded by Drietz to not register for LUCA (Local Update of Census Addresses) due to limited resources and the cost of adding these resources for security requirements. All voted in favor.

Vierhuf informed the Board that the final plat for the Paluch Subdivision that was approved on October 17, 2017 is available for signature. Information only.

Vierhuf informed the Board that a check was received from Lincoln County Promotion and Tourism to close their account. That money will be held and possibly appropriated to a different organization at a later time. Robin Sterzinger, Lincoln County Financial Accountant thought it would be a good idea to form a new Lincoln County organization to work in conjunction with some of the other organizations that do County advertising. Information only.

Commissioner Drietz left the meeting at 11:59 a.m.

Motion by VanDeVere, seconded by Sik to close the meeting to discuss Union Negotiations at 12:01 p.m. All (4) voted in favor.

Motion by VanDeVere, seconded by Hamer to open the meeting at 12:40 p.m. All (4) voted in favor.

Motion by Sik, seconded by Vizecky to adjourn at 12:41 p.m. All (4) voted in favor.

ATTEST:

Richard Hamer, 2017 Board Chair

Deb Vierhuf, County Auditor