

**LINCOLN COUNTY BOARD OF COMMISSIONERS
MEETING MINUTES**

Aug 21, 2018
Courthouse Commissioner Room
Ivanhoe, MN 56142

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

Motion by Drietz, seconded by Vizecky to approve the consent agenda which included approval of the minutes from Aug 7, 2018, and the agenda for August 21, 2018. All voted in favor.

Jim Trojanowski, Director of Plum Creek Library System, was present to give an update on Plum Creek. Sue Vizecky, Ivanhoe Librarian, was also present in support of Plum Creek. Trojanowski's update included the following items:

- Plum Creek is requesting an additional \$2,500.00 to be used for the Plum Creek Library System. The regular appropriation is \$51,436.00 which is used 100% for the Lincoln County libraries.
- State funding for the 12 regional library systems has used the same formula for funding for the last 10 years. The formula has some population factors included. Since population has dropped within the Plum Creek region, their funding has been decreased by about \$130,000 and continues to decrease.
- Due to decreased funding, services have decreased.
- If the formula does not change, Plum Creek will continue to request the extra funding.
- The extra funds will be used for operations.

The Commissioners will take this into consideration. Information only.

Doug Host, Clifton Larson Allen LLP, presented the 2017 Audit Report and commended the staff for a very smooth audit and for being well prepared. Information only.

Lindsey Bruer, MnDOT Planning Director, was present to discuss the CHIPS report. Bruer presented the 5 year map and pointed out the Lincoln County highways that would be affected. They were as follows:

- 2019 – US 75 – 2" mill and overlay from MN 19 in Ivanhoe to Canby.
- 2022 – MN 271 – Reclaim and overlay on MN 271 from MN 19 to Railroad Street in Hendricks and thin mill and overlay on MN 271 from Maple Street in Hendricks to the State Line.

Bruer presented the 10 year map and pointed out the Lincoln County highways that would be affected. They were as follows:

- 2023 – MN 19 - Replace 3 bridges over the Yellow Medicine River west of US 75, near Ivanhoe.
- 2023 – US 14/US 75 – Medium mill and overlay, plus ADA on US 75 and US 14 in Lake Benton.
- 2025 – US 75 – Replace bridge approx. 1.5 miles south of the Lincoln/Yellow Medicine County Line.
- 2026 – US 14 – CIR, plus ADA in Tyler from Jess St. in Lake Benton to just east of the Lincoln/Lyon County line.
- 2026 - US 75 – CIR & Overlay from Pipestone Creek to S Valley Street in Lake Benton.

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

- Paving on County Highway 17.
- Gravel crushing will be completed soon.
- Have completed 3 out of the 5 box culverts.
- Will be paving on County Highway 1 south of US 14 at the beginning of next week.
- The work on other paving projects will start around September 17th.
- Hauling material for the laydown site and the substation for Blazing Star.
- Clean-up items for the roads continue for Red Pine.

Wilson presented maintenance updates. They were as follows:

- Asphalt patching is almost complete.
- Mowing thistles and spraying trees.
- Will be renting an excavator to begin culvert and ditch cleaning work.
- Will be working on tearing down the old Tyler shop.

Robert Olsen, Lincoln County Environmental, requested approval of Resolution No. 27-2018 To Provide Interim Financing and Inter-fund Loan Authorization for CD 39. Motion by Drietz, seconded by Vizecky to approve Resolution No 27-2018 To Provide Interim Financing and Inter-fund Loan Authorization for CD 39 not to exceed \$300,000.00

RESOLUTION NO. 27-2018
STATE OF MINNESOTA
LINCOLN COUNTY BOARD OF COMMISSIONERS
DRAINAGE AUTHORITY AND FISCAL AGENT FOR LINCOLN COUNTY DITCH 39

The matter of the improvement of Lincoln County
Ditch 39

**INTERIM FINANCING AND INTER-
FUND LOAN AUTHORIZATION**

At the regular meeting of the Board of Commissioners of Lincoln County, Minnesota, on Tuesday, August 21, 2018, Commissioner Drietz introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO INTER-FUND LOAN TO THE DRAINAGE SYSTEM ACCOUNT FOR
LINCOLN COUNTY DITCH 39

BE IT RESOLVED by the Board of Commissioners of Lincoln County, Minnesota (the "County"), finds and orders the following:

FINDINGS

1. By petition made to the Yellow Medicine River Watershed District (YMRWD) pursuant to statutes section 103D.625, Subd. 4, the YMRWD Board of Managers (Managers) initiated and completed proceedings for the improvement of Lincoln County Ditch (CD) 39.
2. The proceedings for improvement of CD 39 required the appointment of an engineer and viewers to prepare various reports and plans and required by statutes chapter 103E.
3. After a final hearing as required by statute, the Managers established the improvement, advertised for bids and awarded a contract for construction.
4. Pursuant to statutes chapter 103E, the Lincoln County Board of Commissioners (Board) retains the obligation to provide funds, consistent with chapter 103E, to pay drainage system costs.

5. Pursuant to statutes section 103E costs for drainage project proceedings and construction to be paid from the drainage system account by drawing on the account. Statutes section 103E.645 requires the payment of fees and expenses.
6. The drainage system account for CD 39 does not contain sufficient funds to pay the cost of the drainage proceedings or to pay the costs of construction of the improvement of CD 39.
7. Statutes section 103E.655 authorizes the County Board, by unanimous resolution, to transfer funds from any other drainage system account under its jurisdiction or from the county general revenue fund to the drainage system if money is not available in the drainage system account to pay costs.
8. If the board transfers money from another account or fund to a drainage system account, the money plus interest must be reimbursed from the proceeds of the drainage system that received the transfer. The interest must be computed for the time the money is actually needed at the same rate per year charged on drainage liens and assessments.
9. Statutes section 103E.635 authorizes the Board to issue bonds after the contract for the construction of a drainage project is awarded, in an amount necessary to pay the cost of establishing and constructing the drainage project, such bonds to be in an amount not in excess of the total cost, including expenses, to be assessed to pay for the drainage system.
10. The Board may include two or more drainage systems in a single drainage bond issue. The total amount of the drainage bond issue may not exceed the total cost, including expenses, to be assessed to pay for the drainage systems.
11. The Managers have adopted reimbursement and deficiency resolutions related to the project and project costs. Pursuant to statutes chapter 103E, the Managers will provide the Board and its Auditor with cost and payment information for the project, will provide certifications for assessments, and will pay any and all deficiencies.
12. The County has been advised by the YMRWD that the cost of the project will not exceed \$300,000.00 which is inclusive of the contract for construction of the improvement and all costs and expenses.
13. The Board desires to provide interim financing to pay the costs of the project by inter-fund loan from the County's reserve fund.
14. The Board desires to reserve its right to replace this interim financing with bonding at a later date, which may include combining other projects into a single bond issue.

ORDER

- A. To provide funds to finance the improvement of CD 39 and associated costs of viewing, engineering, legal and administrative services related to the project, for which improvement a contract has been awarded, the Board authorizes interim financing in the form of an inter-fund loan from the County's reserve fund to the drainage system account for the CD 39 improvement.
- B. Pursuant to statute, repayment of the inter-fund loan shall be made from the proceeds of drainage assessments for CD 39 to be collected over a period not to exceed 20 years commencing in 2018. Interest shall be paid on the inter-fund loan at a rate of 4%.
- C. The County Auditor is directed to work with the Watershed District to ensure proper notice is made of intended drainage assessments no later than September 2018 and that such notices provide instruction and information regarding pre-payment of the drainage assessment to avoid interest.

The motion was seconded by Commissioner Vizecky. After discussion and upon vote, the motion passed and the resolution was adopted by the following vote: 4 yes, 0 no and 1 absent.

ATTEST:

Mic VanDeVere, 2018 Board Chair

Deb Vierhuf, County Auditor

Olsen informed the Board that the 2001 Ford Pickup was sold on MN bid. The auction was over 10 days and the pickup sold for \$4,600.00. Information only.

Olsen informed the Board that he has contracted with Scott Knutson to camera the tile prior to moving ahead with the highway 75 tile crossing by the Brian Krog farm. Since the project could cost up to \$70,000.00, we want to be sure it is necessary before beginning. Information only.

Olsen informed the Board that any contractors that work on correcting any of the EDF issues need to be certified for that type of work. EDF is in the process of getting all of the issues corrected. Information only.

Chad Meester, Lincoln County Sheriff, asked for approval to amend a March 6th motion regarding the up-fitting package to change the final dollar amount from \$10,050.82 to \$11,365.60. Motion by Sik, seconded by Vizecky to amend the March 6, 2018 motion regarding the up-fitting package from Guardian Fleet Safety in Clear Lake quoted at \$10,050.82 plus corresponding fees to a total cost of \$11,365.60. All (4) voted in favor.

Glen Petersen, Lincoln County Attorney, informed the Board that a public hearing will need to be set in order to get a Business Subsidy Policy in place. Motion by Sik, seconded by Vizecky to approve setting a public hearing for September 18, 2018 at 10:00 a.m. to hear public comment on setting the criteria for a Business Subsidy Policy. All (4) voted in favor.

Dan Kuss, Lincoln County Veterans Service Officer, presented Resolution No. 28-2018 2019 CVSO Operation Grant. Motion by Drietz, seconded by Sik to approve Resolution No. 28-2018 2019 CVSO Operation Grant and authorized the Grant Agreement to be signed. All (4) voted in favor.

**No 28-2018
RESOLUTION OF LINCOLN COUNTY**

BE IT RESOLVED by the Lincoln County Board of Commissioners that the County enter into the attached **Grant Agreement** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following program: **County Veterans Service Office Operational Enhancement Grant Program**. The grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in Minnesota Laws 2017, Chapter 4, Article 1, Section 38, Subdivision 2. This grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by the Lincoln County Board of Commissioners that Dan Kuss, the Lincoln County Veterans Service Officer, be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the county.

WHEREUPON the above resolution was adopted at the Lincoln County Board of Commissioners Regular Meeting this 21st day of August, 2018.

ATTEST:

Mic VanDeVere, 2018 Board Chair

Deb Vierhuf, County Auditor

Kuss reviewed some of the final changes that should take place on the VSO Transport Van Policy before being approved. Those changes were as follows:

- Establish how the fees will be kept secure such as adding a lockbox.
- Checking with Sheriff Meester on the ability to do background checks on volunteer drivers.

Once these items are resolved, the policy will be brought back for approval. Information only.

Kuss announced that he would be retiring and requested that we start the search for a new VSO officer. The job description was reviewed and presented for approval. Motion by VanDeVere, seconded by Sik to approve the updated VSO job description. All (4) voted in favor.

Motion by Drietz, seconded by Sik to approve advertising for a new Lincoln County Veteran's Service Officer. All (4) voted in favor.

Robin Sterzinger, Lincoln County Financial Accountant, reviewed the budget and informed the Board what the percentage of increase is at this time. The preliminary budget will be approved at the next meeting. Information only.

Committee Reports were given:

Drietz – Yellow Medicine Watershed, Wind Tower Issues meeting, SWCD, Canvas
 Hamer – Absent
 Sik – SWHHS
 VanDeVere – Canvas, Wind Tower Issues meeting, SWHHS
 Vizecky – None

Auditor Warrants were presented.

Motion by Drietz seconded by Vizecky to approve the following Commissioner Warrants #8192- #8263 for the following amounts: Revenue - \$78,500.60, Road & Bridge - \$15,817.27, and Ditch - \$640.40. All (4) voted in favor.

The following bills were over \$2,000.00 per M.S. 375.12: Bueltel Moseng Land Surveying Inc. - \$3,107.00, CivicPlus - \$4,194.75, CliftonLarsonAllen LLP - \$20,000.00, Duininck Incorporated - \$3,476.01, Election Systems & Software Inc. - \$3,292.17, Kirkvold Oil Co. - \$2,825.00, Liberty Septic, Inc. - \$13,575.00. Southwest Health and Human Services - \$2,402.50, Waste Management of WI-MN - \$20,037.38, West Shore Services, Inc. - \$2,565.75 and 62 payments less than \$2,000.00 - \$19,482.71.

Commissioner VanDeVere discussed the Prime West County Purchasing Group and stated that the County needs to decide whether they choose to be involved or not. This group helps fund Medicaid, Medicare, Medical Assistance and funnels funds to some groups such as SWHHS, Public Health and Supporting Hands. Lincoln County's investment should not exceed \$750,000.00 and would be payable over two years. This investment could be less depending on how many counties join. VanDeVere feels this would be a benefit to the Lincoln County residents. Motion by VanDeVere, seconded by Sik to approve moving forward with the Prime West County Purchasing Group with an investment not to exceed \$750,000.00 over two years and would like to pay the expense out of the administrative budget. All (4) voted in favor.

The \$175,000.00 payment to CPT (Counties Providing Technology) received a two to one vote at the August 7th meeting. Approval was requested again to show a majority of all Commissioners were in favor. Motion by Drietz, seconded by Sik to approve paying \$175,000.00 to CPT(Counties Providing Technology) to cover costs associated with the hiring of an executive director, legal fees, the purchase of CPUI, potential employment agreements with existing staff, cash flow and other expenses associated with the creation of a new governmental entity. All (4) voted in favor.

Commissioner VanDeVere informed the rest of the Board that the Personnel Committee will meet later today to discuss and review the hiring of Sheriff Office personnel. Information only.

Motion by Sik, seconded by Drietz to approve reissuing a check to Pictometry International Corp as an auditor warrant in the amount of \$23,397.92 once the incorrect funds are returned. All (4) voted in favor.

Motion by Drietz, seconded by Sik to adjourn at 11:25 a.m. All (4) voted in favor.

ATTEST:

Mic VanDeVere, 2018 Board Chair

Deb Vierhuf, County Auditor