

**LINCOLN COUNTY BOARD OF COMMISSIONERS
MEETING MINUTES**

December 6, 2018
Courthouse Commissioner Room
Ivanhoe, MN 56142

The meeting was called to order at 2:00 p.m. by Board Chair Mic VanDeVere, followed by the Pledge of Allegiance. Commissioners present were Joe Drietz, Mic VanDeVere and Jack Vizecky. Commissioners absent were Rick Hamer and Corey Sik. Also present were Lincoln County Attorney, Glen Petersen and Lincoln County Auditor, Deb Vierhuf. No conflicts of interest were noted.

Motion by Drietz, seconded by Vizecky to approve the consent agenda which included approval of the minutes from November 20, 2018, and the agenda for December 6, 2018. All voted in favor.

Loretta Lundberg, Lincoln County Recorder, presented her notification of compliance. In order to be in compliance, all paper documents need to have a recording turnaround time of 10 business days and electronic documents need to have a recording turnaround time of 5 business days. The average turnaround time for Lincoln County is 4 business days. Information only.

Robert Olsen, Environmental, would like to update all of the Lincoln County Environmental Ordinances and requested approval of the Southwest Regional Development Commission Contract with Lincoln County for Professional Services to assist in the process. Motion by Vizecky, seconded by Drietz to approve the Southwest Regional Development Commission Contract with Lincoln County for Professional Services in the amount of \$12,800.00. All (3) voted in favor.

Olsen presented the 2019 Aquatic Invasive Species Prevention and Management Plan. Motion by Drietz, seconded by Vizecky to approve the 2019 Aquatic Invasive Species Prevention and Management Plan. All (3) voted in favor.

Olsen informed the Board that the Lake Benton Lake Improvement District will be meeting with the DNR to discuss the weed issue in Lake Benton Lake. Sam Hedge, Greg Peter, Robert Olsen, Commissioner VanDeVere and Commissioner Sik will be attending. A letter has been drafted responding to the DNR's previous letter and will be presented at the meeting. Information only.

Olsen reported that the zebra mussel is another invasive weed that has been showing up in our Lincoln County lakes. Information only.

Olsen reported that ditch projects have been continuing due to limited frost. Information only.

Olsen reported that the garbage/recycle location move in Hendricks has worked out well. Information only.

Joe Wilson, Lincoln County Engineer was present to give project updates. They were as follows:

- Working on the design for County Highway project 7 for 2019.
- Working on bridge design for 2019

Wilson presented maintenance updates. They were as follows:

- Building and equipment maintenance being done as needed.
- Signing and tree trimming as weather permits.
- Snow plowing.
- Have talked to some rural residents about piling snow in the right of way and have requested that they remove it. A notice will go in the paper informing residents that they cannot do this.

Wilson presented two quotes for crack sealing material. Previously we have been receiving ½ truck load but Wilson feels there is a need for a full truckload in 2019. The material will be contracted in 2018 but will not be received or billed until 2019. Two quotes were received. They were as follows:

- Midstate \$.49/lb. - \$22,638.00
- Konrad Materials \$.489/lb. - \$22,591.00

Wilson's recommendation is to go with Midstate due to some quality issues in the past with Konrad Materials. Motion by Vizecky, seconded by Drietz to award the crack sealant bid to Midstate at \$.49/lb. with a total cost of \$22,638.00 for a truckload. All (3) voted in favor.

Wilson requested approval of Resolution No. 42-2018 Resolution for Final Payment to Central Specialties Inc. for contract No. 02-2018. Motion by Drietz, seconded by Vizecky to approve Resolution No. 42-2018 Resolution for Final Payment to Central Specialties Inc. for contract No. 02-2018. All (3) voted in favor.

**RESOLUTION
42 – 2018**

WHEREAS, the construction of Contract 02-2018 (Projects SAP 041-607-046, SAP 041-617-036, SAP 041-618-019, CP 000-110-018, CP 000-104-018, & CP 000-417-018) has in all things been completed by Central Specialties Inc., the final contract costs as follows:

Original Contract Amount	\$ 983,529.27
Final Contract Amount	\$ 1,010,476.84
Final Payment Amount	\$ 51,617.80

NOW THEN, BE IT RESOLVED that we do hereby accept said completed project for and in behalf of the County of Lincoln and authorize final payment as specified above.

ADOPTED by the Lincoln County Board of Commissioners this 6th day of December, 2018.

ATTEST:

Mic VanDeVere, 2018 Board Chair

Deb Vierhuf, County Auditor

Wilson informed the Board that the project on County Road 1 and 7 is not complete. The remaining work is seeding grass in the spring. (cost of about \$2,000) We are currently retaining 5% of the final contract which is \$73,000.00. Wilson would like to decrease the retainage to 1% which would be \$14,000. The Board was in consensus with retaining the 1%. Information only.

Committee Reports were given:

Drietz – CPT, Armor Radio, U of M Extension Meeting, AMC Conference
 Hamer – Absent
 Sik – Absent
 VanDeVere – Southern Prairie Community Care, Rural MN Energy Board, HRA, United
 Community Action, AMC Conference, Personnel
 Vizecky – None

Auditor Warrants were presented.

Motion by Drietz seconded by Hamer to approve the following Commissioner Warrants #9016 - #9067 for the following amounts: Revenue - \$54,719.03, Road & Bridge - \$21,284.54, Ditch - \$7,491.50 and Solid Waste - \$1,777.50. All voted in favor.

The following bills were over \$2,000.00 per M.S. 375.12: Diebold Law Firm LLC - \$2,005.07, Election Systems & Software Inc. - \$6,143.58, Johnson Trenching Co. - \$7,194.00, Kibble Equipment LLC - \$2,230.92, Kirkvold Oil Co. - \$2,955.00, MN Dept. of Transportation – St Paul - \$12,429.56, Petersen Law Office PLLC - \$7,542.00, Pro-Crisis LLC - \$6,300.00, Victor Construction Inc. - \$22,000.00 and 44 payments less than \$2,000.00 - \$16,472.44.

Glen Petersen, Lincoln County Attorney, presented an amended JPA with MnCCC to be approved. Motion by Drietz, seconded by VanDeVere to approve the amended JPA with MnCCC retroactive to 2016. All (3) voted in favor.

Motion by Vizecky, seconded by Drietz to approve voiding check #8892 in the amount of \$8,944.20 due to an error and issue a check to Petersen Law Office PLLC in the amount of \$7,542.00 and a check to Divine Providence Health Center in the amount of \$1,402.20 as Auditor Warrants. All (3) voted in favor.

Commissioner VanDeVere announced that Bob Verschelde is retiring January 11, 2019. The current job description and job posting were reviewed. Motion by VanDeVere, seconded by Vizecky to approve the updated Maintenance Supervisor job description and approve posting and advertising for the position. All (3) voted in favor.

VanDeVere informed the rest of the Board that Lincoln County received the Ottertail rebate of \$23,328.20 for the Retro-fit Lighting Project. The net cost of the project was \$8,524.88. Information only.

Deb Vierhuf, Lincoln County Auditor, presented the Investment Policy for review. The only change was changing the title from Lincoln County Treasurer to Lincoln County Auditor-Treasurer. Motion by Drietz, seconded by Vizecky to approve the updated Investment Policy. All (3) voted in favor.

Vierhuf reviewed the added wages schedules that are included in the Memorandum of Understanding between AFSCME and Lincoln County. Motion by VanDeVere, seconded by Drietz to approve the Memorandum of Understanding between AFSCME and Lincoln County to add the new positions of Deputy Auditor/Treasurer, Deputy Assessor/Appraiser CMA/GIS or AMA, and Deputy Assessor/Appraiser AMA/GIS. All (3) voted in favor.

Vierhuf requested approval of the non-union positions wage increase. This includes the cost of living increase of \$.65 for the Deputy Auditor Confidential, Engineer's Assistant and Highway Accountant/Office Manager plus the normal step increase if they are not at the top of their scale and an additional \$1.00/hr. for the Deputy Auditor Confidential and the Financial Accountant due to additional duties of the merged Auditor-Treasurers office. Motion by VanDeVere, seconded by Vizecky to approve the non-union wage increases. All (3) voted in favor.

Motion by VanDeVere, seconded by Vizecky to approve the Department Head/Elected Officials Salaries except the VSO, the Commissioners and the Highway Engineer which are set at a different time. All (3) voted in favor.

Salaries are posted below:

Assessor	\$72,125.00	Maintenance Supervisor	
\$54,625.00			
Attorney	\$48,625.00	Parks Manager	\$56,625.00
Auditor-Treasurer	\$75,000.00	Recorder	\$62,000.00
EM/Safety	\$57,125.00	Sheriff	\$73,625.00
Environmental	\$64,725.00		

Motion by Drietz, seconded by Vizecky to adjourn at 3:01 p.m. All voted in favor.

ATTEST:

Mic VanDeVere, 2018 Board Chair

Deb Vierhuf, County Auditor

Mic VanDeVere, Board Chair, called the Truth and Taxation public meeting to order beginning at 6:00 p.m. Present were County Commissioners Drietz, Hamer, Vizecky and VanDeVere; County Staff Deb Vierhuf, Bruce Nielsen, Robin Sterzinger, and Joe Wilson; Members of the public John Appelen, Sandra Appelen, Dean Lueck, Leslie Lueck, Bill Bunkers, Teresa Bunkers.

The Board reviewed the proposed 2019 County levy. Public discussion was held on the following topics:

- The use of the increase in wind production tax
- Lake property value increases
- Residential property value increases

Bruce Nielsen, Lincoln County Assessor, answered the questions regarding value but stated that the Board of Equalization is the meeting where this should be discussed which is held in April.

The motion was made by Vizecky, seconded by Drietz, to adjourn the Truth in Taxation meeting at 7:00 p.m. All (4) voted in favor.

Attest:

Mic VanDeVere, 2018 Board Chair

Deb Vierhuf, Auditor