

**LINCOLN COUNTY BOARD OF COMMISSIONERS  
MEETING MINUTES**

February 6, 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, Rick 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 Hamer, seconded by Sik to approve the consent agenda which included the minutes from January 16, 2018, and the agenda for February 6, 2018. All voted in favor.

Karri Harvey, IT Director, gave an update on projects that they have been working on and some projects that they will be working on in the future. Harvey stated that we need to update some software in order to stay up to date and increase our security. Harvey requested approval to purchase VEEAM software which is a back-up system for the Courthouse, Highway and Sheriff's department and if needed, they can go back and take a snapshot of a previous file that was deleted. It also gives us the ability to be up and running in a short amount of time if we have a server failure and our files need to be restored. There will be nightly, weekly and annual backups. The cost of the VEEAM software is \$3,554.00. Motion by Drietz, seconded by Sik to approve the purchase of the VEEAM backup essential standard 2 socket bundle at a cost of \$3,554.00. All voted in favor.

Harvey also presented information on a needed purchase for the Sheriff's office. The Sheriff's office security is in need of an update. We currently do not have a server that provides security and file sharing. Harvey would like to purchase a license and additional memory that can be installed on our current server but will be separate from the courthouse memory and specifically for the Sheriff's office. This would provide the security and file sharing that is needed in the Sheriff's office. The license is \$390.00 per year for three years and the memory would be a \$1,474.60 one-time cost until the server is replaced. Motion by Sik, seconded by Hamer to purchase the Microsoft Windows Server license at a cost of \$390 per year for the next three years and 64 GB of server memory specifically for the Sheriff's office at a cost of \$1,474.60. All voted in favor.

Harvey also informed the Board that the Highway Department is in need of a new server. This will not need to be done immediately but should be purchased mid 2018 or early in 2019. The cost of the quote is \$10,693.31. The current server has been in place for about 7.5 years and is close to using up its useful life. The Highway Department needs their own server because of the type and size of the software that is used. Information only.

Harvey also informed the Board that renewal of the open value agreement is coming due which covers the exchange email server which is shared with SWHHS. The cost of this agreement is approximately \$1,600 per year. Information only.

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

- Continuing to work on overlay plans.
- The notice for annual distribution has been received. The CSAH maintenance and construction is up 12%, municipal was up 15% and the TWP was up 18%. This funding comes from the state gas tax and vehicle registrations. We usually only see about a 2-3% increase from the previous year.
- Have been looking at the multi-year plan and considering overlay of the Lincoln County towns. Have also been working on the ADA transition plan. May do an ADA ramp project prior to overlay to get better pricing.
- County Road 129, south of Verdi, needs new pavement. May overlay or grind up the road.
- County Road 121, North of Lake Benton off of CSAH 13, needs about 700 feet of pavement. May overlay or grind up that part of the road.
- Blazing Star public meeting is scheduled for February 20<sup>th</sup> at 6:00 p.m. at the Hendricks school for phase two.
- Auto Cad Training has been rescheduled for the week of Feb 20 – 23, 2018.

Wilson presented maintenance updates. They were as follows:

- Sanding
- Blading
- Tree trimming
- Hauling
- Plowing
- Equipment Maintenance

Wilson gave an update on the Tyler shop. The heat has been installed and the interior walls will be put in next. Wilson requested approval to pay Musch Construction \$6,105.00 for the cement walls of the office/restroom/storm shelter that will be within the shop. Motion by VanDeVere, seconded by Sik to

approve the office/restroom/storm shelter within the Tyler shop at a cost of \$6,105.00 to be paid to Musch Construction. All voted in favor.

Wilson has received a ½ load of crack filling material at a cost of \$9,180.00. Wilson will be looking at getting a full load next year. Motion by Hamer, seconded by Vizecky to approve the purchase of ½ load of crack filling material at a cost of \$9,180.00. All voted in favor.

Robert Olsen, Environmental, presented the Drainage Inspectors Report for approval. Olsen summarized what is included in the report and read the 2017 Lincoln County Drainage Report. Motion by Drietz, seconded by Vizecky to approve the 2017 Drainage Inspectors Report. All voted in favor.

Olsen presented the final work order form that will be used for ditch repairs when an Engineer is not needed. Information only.

Olsen presented an updated low income SSTS Grant Program application. The changes to the application included adjusting the income levels and increasing the maximum amount of the grant to be awarded. Lincoln County has awarded about \$150,000.00 in grant funds to date. Motion by Drietz, seconded by Hamer to approve the updated low income SSTS Grant Program application. All voted in favor.

Olsen presented the 2017 AIS DNR Advisory Committee report. Olsen served as chair on the Advisory Committee until November 2017. His term is now over. Olsen asked that the Board members review the report and let him know if they have any questions. Dallas Cornell, Environmental Technician, attended AIS training and the office will continue to do outreach and education on AIS (Aquatic Invasive Species). Information only.

Olsen informed the Board that through the DAV collections program, Lincoln County was able to give \$2,540.00 to the local food shelves for perishable items. Information only.

Olsen informed the Board that a draft of the Comprehensive Plan has been completed by SW Reginal Dev Commission. Solar energy projects will be a new item within the Comprehensive Plan that will require public meetings. Olsen feels there will be a Strategic Planning committee that will be formed to discuss issues. The County relevant ordinances will also need to be completed. Information only.

Olsen presented the Board with a summary of septic permits, AgBMP septic loans, low income septic grants, land use permits and land use permit fees. Information only.

Olsen presented the Board with the AMC drainage authority survey results. Olsen had participated in that survey. Information only.

Bruce Nielsen, Lincoln County Assessor, asked for approval to hire Haley Panka as Deputy Assessor. Motion by Vizecky, seconded by Hamer to approve hiring Haley Panka as Deputy Assessor. All voted in favor.

Nielsen requested that the Board of Equalization meeting date and time be set. Motion by Drietz, seconded by Sik to set the Board of Equalization meeting for June 19<sup>th</sup> at 6:30 p.m. and to change the regular Board meeting time to 3:00 p.m. on June 19, 2018. All voted in favor.

Nielsen informed the Board that the site for getting the Board of Equalization certification will be down until mid-March. Information only.

Sue Paluch, Lincoln County Treasurer, requested approval to adopt and sign the Non-Corporate Resolution with Financial Northeastern Company. Motion by Drietz, seconded by Sik to adopt and approve the signing of the Non-Corporate Resolution with Financial Northeastern Companies by the Treasure, Auditor and 2018 Board Chair. All voted in favor.

Robin Sik, Jail Administrator, asked for approval to post for a full-time Dispatcher/Jailer. Motion by Drietz, seconded by Vizecky to approve posting for a full-time Dispatcher/Jailer. All voted in favor.

Sik asked for approval of the Letter of Agreement between the Lincoln County Law Enforcement Center and Western Mental Health Center. This would provide Lincoln County with service where the inmates could receive therapy over the phone or on-site therapy if needed. We need to offer this type of service in order to be compliant with the Department of Corrections. Motion by Hamer, seconded by Drietz to approve the Letter of Agreement between the Lincoln County Law Enforcement Center and Western Mental Health Center Individualized Therapy Program. All voted in favor.

Amber Scholten, Emergency Management Director, presented the HSEM Regional 5 grant agreement. With this grant money, two individuals have been hired and Scholten also requested that the contracts with these two individuals be approved.

Motion by VanDeVere, seconded by Drietz to approve the HSEM Region 5 Grant Agreement. All voted in favor.

Motion by Hamer, seconded by Vizecky to sign and accept the contracts with Joe Savage and Samantha Best to provide emergency management technical and professional services to the County as outlined in the project work plan. All voted in favor.

Scholten requested approval of the Safe Assure Contract which includes the required safety training that is needed by the Lincoln County employees. Motion by Drietz, seconded by Sik to sign and accept the yearly Safe Assure Contract. All voted in favor.

Scholten gave an update on the following items:

- The Court Administrators remodel project has been completed.
- The Pipeline Safety Training will be held February 13<sup>th</sup> at the Tyler Golf Club. An email has been sent to all of the fired departments.
- The Wind tower crew may inquire about renting the tower at landfill site.
- Will be attending the Governor's Conference February 12 – 15, 2018.

Robin Sterzinger, Financial Accountant, presented the final budget report for 2017 and reported that everything looked good. Information only.

Sterzinger reported that she attended a Southern Tourism meeting. She has also been attending the SW Explore MN meetings. The SW Explore MN Committee has more information that is Lincoln County specific and we are working on getting more Lincoln County information on their website. This is a huge asset to Lincoln County at a minimal cost. Sterzinger presented copies of some of the material that is available to the public. Since Lincoln County does not currently have a contact for SW Tourism & Lincoln County Promotion she would like to be designated as the contact. Motion by Sik, seconded by Drietz, to approve designating Robin Sterzinger to be the contact for SW Tourism & Lincoln County Promotion. All voted in favor.

Committee Reports were given:

Drietz – Emergency Communications (Radio), YM Watershed, RCRCA, Area II  
 Hamer – Lincoln County Enterprise Development, Personnel  
 Sik – SWHHS, SW Tourism, SW Reg Development Legislative Forum  
 VanDeVere – SWHHS, SW Reg Development Legislative Forum, ACE, United Community Action, Southern Prairie, Solid Waste Recycling Commissioner, Supporting Hands,  
 Vizecky – Personnel

Auditor Warrants were presented.

Motion by Hamer seconded by Drietz to approve the following Commissioner Warrants #6749 - #6835 for the following amounts: Revenue - \$44,125.85, Road & Bridge - \$50,569.35, Ditch - \$750.00, and Solid Waste - \$855.00. All voted in favor.

The following bills were over \$2,000.00 per M.S. 375.12: Axon Enterprise, Inc. - \$2,870.24, Bladholm Construction, Inc. - \$11,555.00, Christianson Farm Mach Inc. - \$6,007.14, CNH Industrial Capital America LLC - \$3,699.80, The Computer Man Inc. - \$2,600.00, Computer Prof Unlimited Inc. - \$5,167.00, DLT Solutions LLC - \$4,090.36, Konrad Material Sales, LLC - \$18,360.00, Lyon-Lincoln Electric Co-op - \$3,591.83, MN Counties Intergovernmental Trust – St Paul - \$2,683.00, Petersen Law Office PLLC - \$7,542.00, Tyler Lumber Co - \$3,409.81, and 75 payments less than \$2,000.00 - \$24,724.02

Motion by Hamer, seconded by VanDeVere, to approve the ACE cell phone allowance increase from \$35 per month to \$40 per month. All voted in favor.

Deb Vierhuf, Lincoln County Auditor, informed the Board that we will need to appoint a new member to the extension committee and notified them that Dawn Popowski has expressed interest. Motion by Drietz, seconded by Hamer, to appoint Dawn Popowski to the Lincoln County Extension Committee. All voted in favor.

Vierhuf informed the Board that Lincoln County has been awarded \$37,160.28 in grant funds to be used for Optical scan Tabulators/Assisted Voting Devices and Electronic Rosters. The County will need to match 50% of the cost of the Tabulators/Assisted Voting Devices and 33% of the Electronic Rosters. Approval is needed of the Voting Equipment Grant Agreement. Motion by Drietz, seconded by Vizecky, to approve the State of Minnesota Voting Equipment Grant Agreement where Lincoln County will be awarded \$37,160.28 with matching local funds of 50% for Optical Scan Tabulators/Assisted Voting Devices and 33% of Electronic Rosters. All voted in favor.

Vierhuf presented the letter of support for United Community Action's RTCC planning Grant Application. Motion by VanDeVere, seconded by Hamer, to approve signed the letter of support for United Community Action's RTCC Planning Grant Application. All voted in favor.

Vierhuf presented Resolution 10-2018 Mental Health Bonding. Motion by Hamer, seconded by Sik, to approve Resolution No. 10-2018 Mental Health Bonding. All voted in favor.

**RESOLUTION NO 10-2018  
 MENTAL HEALTH BONDING**

Affirming Lincoln County's support for state capital investments for regional behavioral health crisis program facilities and permanent supportive housing for people with behavioral health needs.

**WHEREAS**, Minnesota's mental health continuum of care is underdeveloped, creating harmful and expensive gaps in an individual's treatment; and

**WHEREAS**, Minnesota's mental health system does not have the capacity to consistently respond to the needs of individuals in crisis with appropriate treatment options; and

**WHEREAS**, individuals experiencing a mental health crisis are often diverted to jails and other facilities ill-equipped for their care while awaiting inpatient treatment; and

**WHEREAS**, individuals ready for discharge from inpatient treatment can be detained at inpatient facilities because there is a scarcity of supportive housing units to transition to; and

**WHEREAS**, the gaps in Minnesota's mental health system are not only damaging to individuals and their families, but also result in an inefficient use of taxpayer dollars; and

**WHEREAS**, Minnesota has an opportunity to improve its mental health continuum of care through investments in new permanent supportive housing and regional behavioral health crisis program facilities; now, therefore,

**BE IT RESOLVED**, Lincoln County supports state capital investments for regional behavioral health crisis program facilities and permanent supportive housing for people with behavioral health needs.

ATTEST:

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Mic VanDeVere, 2018 Board Chair

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Deb Vierhuf, County Auditor

Vierhuf clarified to the Board that the Hildi contract that was approved at the last meeting is for the year 2018 and 2019. A compliance law change requires that we have the actuarial opinion every 2 years instead of every 3. Information only.

Vierhuf informed the Board that we are currently advertising for the appointment of the Lac qui Parle-Yellow Bank Watershed District Manager. We currently have one letter of interest. This will be appointed at the next meeting. Information only.

Committee appointments/reappointments were discussed. Motion by Hamer, seconded by Drietz, to approve 2018 Committee Appointments/Re-Appointments. Commissioner Drietz, Hamer, Sik and VanDeVere voted in favor. Commissioner Vizecky voted in opposition. Motion carried by majority vote.

### **Lincoln County Commissioner Committee Appointments – 2018**

18 County Adult Mental Health	Hamer (Alternate VanDeVere)
5 <sup>th</sup> District Public Defender	Sik (Alternate VanDeVere)
ACE of SW MN Board	VanDeVere (Alternate Drietz)
Affirmative Action Officer	Sik (Alternate VanDeVere)
AMC Committees	All Commissioners
AMC Voting Delegates	VanDeVere (Alternate Drietz)
Area II Water	Sik (Alternate Drietz)
Audit	VanDeVere & Drietz
Building/Capital Improvement	VanDeVere/Hamer
Broad Band Task Force	VanDeVere & Drietz (Alternate Hamer)
Community Awareness & Emergency Response (CARE)	VanDeVere
County Council on Aging	Hamer
County Park Board	VanDeVere (Alternate Hamer)
Daytime Activity Center	VanDeVere
Emergency Communications Board	Drietz (Alternate Sik)
Explore SW Minnesota/Travel SW MN	Sik (Alternate VanDeVere)
Extension Committee	Hamer (Alternate Drietz)
Health/Safety	Drietz (Alternate Sik)
Helping Hands (SWHHS)	VanDeVere (Alternate Sik)
Highway Round Table	All Commissioners
Hwy 68 Coalition	Hamer
Insurance Committee	Drietz
J.C.D. #13 and #31 Drainage (Lyon)	VanDeVere/Sik (Fenske/Stensrud/Ritter)
J.C.D. #16 Drainage (Pipestone)	VanDeVere, Sik, Drietz, Vizecky (Alternate Hamer)
Juvenile Detention Center	Sik
Labor Management	Sik (Alternate VanDeVere)
LacQuiParle Watershed Advisory	Drietz

Land Use/Zoning	All Commissioners
Law Library	Sik
LBLID	Sub Committee – Sik & VanDeVere (Alternate Drietz)
Legacy Park Committee	VanDeVere/Drietz (Alternate Sik)
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 SWCD Board Representative	Drietz & all Commissioners as alternates
LSLID	Hamer ( Alternate VanDeVere)
MCIT	All Commissioners per Board Approval
Negotiating Committee/Personnel - HWY, COURTHOUSE	VanDeVere/Sik (Alternate Hamer)
Negotiating Committee/Personnel - SHERIFF	VanDeVere/Drietz (Alternate Hamer)
Nutrition Council	VanDeVere
Missouri River Watershed Policy Committee	Drietz (Alternate Sik)
Plum Creek Library Board	Sik
Prairieland Economic Development	Drietz
RCRCA	Sik (Alternate Drietz)
Regional Advisory Board (RAC)	Drietz, Amber Scholten Voting member(Alternate Chad Mee
Road & Bridge Committee	Drietz/VanDeVere
Road Inspection Committee	All County Board Members
Rural MN Energy Board	VanDeVere (Alternate Drietz)
Solid Waste Recycling Comm	VanDeVere & Drietz (Alternate Sik)
Southern MN Tourism Assoc(State/percapita)	Sik
Southern Prairie Community Care	VanDeVere (Alternate Sik)
Step II Grievance	Hamer & VanDeVere (Alternate Drietz or Sik)
Step III Grievance	All Commissioners
SW Emergency Med. Services	Amber Scholten (Alternate Drietz)
SW Environmental Task Force	Sik
SW MN PIC Council/SW MN Workforce Development Council	Drietz
SW Regional Development	VanDeVere
SWMHHS Health	VanDeVere (Alternate Sik)
SWMHHS Human Services	Sik (Alternate VanDeVere)
Transit Representative	Hamer
Water Management Task Force( C&VC)	Hamer & Drietz
United Community Action	VanDeVere (Hamer alternate)
Western Mental Health	Hamer (Alternate VanDeVere)
Western Mental Health Dev. Selection	Hamer (Alternate VanDeVere)
Wind Power Committee/Mtgs	All Commissioners
Yellow Medicine Watershed Advisory	Drietz (Alternate Sik)
Yellow Medicine One Watershed One Plan	Drietz (Alternate Sik)

Commissioner VanDeVere informed the rest of the Board that he would like to go ahead and get an energy audit done on the courthouse. Motion by Hamer, seconded by Sik to do an energy audit on the courthouse, sheriff's office and the highway building. All voted in favor.

Motion by Drietz, seconded by Sik to adjourn at 12:04 p.m. All voted in favor.

ATTEST:

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Mic VanDeVere, 2018 Board Chair

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Deb Vierhuf, County Auditor