

**LINCOLN COUNTY BOARD OF COMMISSIONERS  
MEETING MINUTES**

January 2, 2018  
Courthouse Commissioner Room  
Ivanhoe, MN 56142

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

Commissioner Drietz nominated Mic VanDeVere to be the 2018 Board Chair. Commissioner Sik seconded the nomination. All (4) voted in favor.

Commissioner VanDeVere nominated Commissioner Drietz to be the 2018 Board Vice Chair. Commissioner Sik seconded the nomination. All (4) voted in favor.

Motion by Vizecky, seconded by Drietz to approve the consent agenda which included the minutes from December 19, 2017, the agenda for January 2, 2018 and the Tobacco License for 19 & 75 Filling Station, LLC. All (4) voted in favor.

Motion by Vizecky, seconded by Sik, to approve Resolution No. 01-2018 (Mileage Rate and Meal Reimbursement.) All (4) voted in favor.

**Resolution No. 01-2018**

**2018 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 2<sup>rd</sup> day of January, 2018.

ATTEST:

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Mic VanDeVere, 2018 Board Chair

\_\_\_\_\_  
Deb Vierhuf, County Auditor

Motion by Drietz, seconded by Vizecky, to approve Resolution No. 02-2018 (Setting Time/Days). All (4) voted in favor.

**RESOLUTION 02-2018**

Setting Time/Days for 2018 Regular Meetings  
(MSA 375.07)

**BE IT RESOLVED** that the first and third Tuesdays of each month for the year 2018, 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 16, 2018, and the months of February 2018, through January 8, 2019, all in accordance with M.S.A. 375.07 with the exception of the first meeting in December 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 2<sup>nd</sup> day of January 2018.

ATTEST:

\_\_\_\_\_  
Mic VanDeVere, 2018 Board Chair

\_\_\_\_\_  
Deb Vierhuf, County Auditor

Motion by Vizecky, seconded by Sik, to approve Resolution No. 03-2018 (Pre-Authorization for Payments). All (4) voted in favor.

**RESOLUTION No. 03-2018  
Pre-Authorized Payments by Auditor's Warrant(s)**

**BE IT RESOLVED**, that the County Auditor be and is hereby authorized to issue her warrant(s), 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 2018.

All claims following the last Commissioner meeting of the year until December 31, 2018.

**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 2nd day of January 2018.

ATTEST:

\_\_\_\_\_  
Mic VanDeVere, 2018 Board Chair

\_\_\_\_\_  
Deb Vierhuf, County Auditor

Motion by Drietz, seconded by Vizecky to approve Resolution No. 04-2018 (Soil Water Payments). All voted in favor.

**RESOLUTION No. 04-2018**  
**2018 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, 2018;

**NOW THEREFORE BE IT RESOLVED** that the County of Lincoln, Minnesota, hereby appropriates the sum of \$120,000.00 for Soil Conservation purposes and an additional allocation of \$14,400 to go towards Soil Conservation matching revenue for the year 2018 beginning January 1, 2018, and ending December 31, 2018, all in accordance with M.S.A 103C.331, Subd.16.

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

\$44,800.00 payment on January 20, 2018  
\$44,800.00 payment on June 23, 2018  
\$44,800.00 payment on October 20, 2018

**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 2nd day of January, 2018.

ATTEST:

\_\_\_\_\_  
Mic VanDeVere, 2018 Board Chair

\_\_\_\_\_  
Deb Vierhuf, County Auditor

Motion by Drietz, seconded by Vizecky, to approve Resolution No. 05-2018 to appoint Robert Olsen as Ag Inspector. All (4) voted in favor.

**RESOLUTION No. 05-2018**  
**(Agriculture Inspector Appointment)**

**WHEREAS**, provision is made in M.S.A 18.81, 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, 2018 to December 31, 2018.

**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 2018.

**ADOPTED** by unanimous vote, this 2<sup>nd</sup> day of January, 2018.

ATTEST:

\_\_\_\_\_  
Mic VanDeVere, 2018 Board Chair\_\_\_\_\_  
Deb Vierhuf, County Auditor

Motion by VanDeVere, seconded by Sik, to approve Resolution No. 06-2018 (Designation of Depositories). All (4) voted in favor.

**Resolution 06-2018  
2018 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 2<sup>nd</sup> day of January 2018.

ATTEST:

\_\_\_\_\_  
Mic VanDeVere, 2018 Board Chair\_\_\_\_\_  
Deb Vierhuf, County Auditor

Motion by Drietz, seconded by Vizecky, to approve 2018 corporate authorization signatures related to Bank of the West of Ivanhoe, MN for county banking procedures and administration. All (4) voted in favor.

Lincoln County Out of State Travel Policy was reviewed. Motion by Drietz, seconded by Sik, to approve Lincoln County Out of State Travel Policy. All (4) voted in favor.

Motion by VanDeVere, seconded by Drietz, 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 (4) voted in favor.

Committee appointments and reappointments for 2018 were discussed. Commissioner VanDeVere would like to hold off on the appointments until all Commissioners are present. The rest of the Board was in consensus. The committee appointments and reappointments will be set at the January 16, 2018 meeting. Information only.

Motion by Drietz, seconded by Sik to appoint the Commissioners for the AMC committees as follows:

- Environment & Natural Resources Policy Committee – Commissioner Sik
- General Government Policy Committee – Commissioner VanDeVere
- Health & Human Services Policy Committee – Commissioner Vizecky
- Public Safety Policy Committee – Commissioner Hamer
- Transportation & Infrastructure Policy Committee – Commissioner Drietz

And to appoint the following individuals as AMC voting delegates.

- Commissioner Drietz
- Commissioner Hamer
- Commissioner Sik
- Commissioner VanDeVere

- Commissioner Vizecky
- Auditor Deb Vierhuf
- Financial Accountant Robin Sterzinger
- Emergency Management Director Amber Scholten

All voted in favor.

Bids for the 2018 Official and Secondary newspapers were reviewed. A bid was received from the Lincoln County Editorial Association. The Lincoln County Editorial Association is comprised of the Hendricks Pioneer, The Ivanhoe Times, The Lake Benton News and the Tyler Tribute. The Lincoln County Editorial Association offered a joint printing bid of \$8.60 per column inch. This was the only bid received and remained the same as the previous 3 year bid. Motion by Drietz, seconded by Vizecky, to accept bid of \$8.60 from the Lincoln County Editorial Association for a three year period of 2018, 2019 and 2020 Official Lincoln County Newspaper and Resolution No. 07-2018 (Official Newspaper). All (4) voted in favor.

**Resolution No. 07-2018  
County Printing Bid**

**BE IT RESOLVED**, that the Lincoln County Editorial Association was awarded said County Printing Bid for 2018, 2019, and 2020 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 2<sup>nd</sup> day of January 2018.

ATTEST:

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Mic VanDeVere, 2018 Board Chair

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Deb Vierhuf, County Auditor

Motion by Drietz, seconded by Sik, to approve Resolution 08-2018 (Setting Minimum Salaries). All (4) voted in favor.

**Resolution No. 08-2018  
Minimum Salaries  
for Terms Beginning January 8, 2019**

BE IT RESOLVED, by the County Board of Lincoln County, Minnesota, that the minimum salaries to be paid the following elected county officials for the term beginning on January 8, 2019, are hereby set as follows, to-wit:

County Auditor/Treasurer	\$6,000	MSA 384.151 (Subd. 1-2)
County Recorder	\$6,000	MSA 386.015 (Subd. 1-2)
County Sheriff	\$6,000	MSA 387.20 (Subd. 1-2)
County Attorney	\$4,000	MSA 388.18 (Subd 1-2)

ADOPTED by unanimous voted, this 2<sup>nd</sup> day of January, 2018.

ATTEST:

\_\_\_\_\_  
Mic VanDeVere, 2018 Board Chair

\_\_\_\_\_  
Deb Vierhuf, County Auditor

Robin Sterzinger, Lincoln County Financial Accountant, presented information on the restricted balances. The tax forfeiture balance is negative due to clean up on the properties with no sales done in 2017 and the Greater Yellow Medicine fund is negative possibly due to delinquent taxes and individuals paying their loans off early. Sterzinger would like approval to transfer funds from Revenue to cover the deficit balances. Motion by Drietz, seconded by Sik to transfer \$10,000 from Revenue to the tax forfeiture account and \$5,000 from Revenue to the Greater Yellow Medicine note fund to cover 2017 deficit balances. All (4) voted in favor.

Chad Meester, Lincoln County Sheriff, notified the Board that Pro Action Safety and Sales has sold their business to Fat Daddy Auto. The County had previously received a quote from Pro Action Safety and Sales to upfit our new squad vehicle in the amount of \$9,382.15 which was approved at the October 3, 2017 Board meeting. This quote has been honored by Fat Daddy Auto and a check issued to them for the \$9,382.15 instead of Pro Action Safety and Sales. Information only.

Kurtis Szerlip, Lincoln County Deputy Sheriff, was present with Meester to request approval of a program called Taser 60 which is financed through Axon. Currently we have purchased the Tasers, cartridges and battery replacements. Our current Tasers are out of warranty and life cycle. This program covers the cost

of purchasing 8 Tasers and unlimited cartridges for training. The cost of the program is \$3,465 per year for the next 5 years with an \$800 discount coming off the first year. Motion by Sik, seconded by Drietz to approve the Taser 60 program which includes 8 Tasers, and unlimited cartridges for training financed over the next 5 years at a cost of \$3,456 per year with an \$800 discount off the first year plus any corresponding fees. All (4) voted in favor.

Szerlip had also brought up the topic of providing additional Taser training to those that needed it. Commissioner Vizecky would like the additional training researched to be sure we are not creating a liability issue by training some more than others. Information only.

Bruce Nielsen, Lincoln County Assessor, informed the Board that Dan Panka, Deputy Assessor/Appraiser, has resigned. Nielsen would like approval of the updated job description and would like to post the position to the Union employees and follow up with advertising if no one applies. Motion by Vizecky, seconded by Sik to approve the updated Assessor/Appraiser job description and authorized posting the position to the Union employees and to follow up with advertising if no one applies. All (4) voted in favor.

Joe Wilson, Lincoln County Engineer, introduced the newly hired Engineering Technician Kyra Gores. Information only.

Wilson presented project updates. They were as follows:

- Continuing to work on the paving plans.
- Paving policy was presented for review. Wilson pointed out changing from a 25 foot apron to a 4 foot bump out at residential farm driveways.

Wilson presented maintenance updates. They were as follows:

- Work is continuing on the Tyler shop.
- Bridge maintenance.
- Equipment maintenance.
- Surplus equipment has been sold.
- The city of Tyler has requested LED stop signs at the school intersection. The City and the school will supply the two signs and the maintenance. The County will put the signs in place.

Wilson asked for approval of a disc mower that is budgeted at \$7,000 for 2018. Maurice Christianson Farm Machinery has a New Holland H6740 Disc Mower available for \$6,000.00 after trade-in. Motion by Drietz, seconded by Sik to approve the purchase of a New Holland H6740 Disc Mower for \$10,500.00 less the trade-in of \$4,500.00 for a net cost of \$6,000.00 from Maurice Christianson Farm Machinery. All (4) voted in favor.

Robert Olsen, Lincoln County Environmental, informed the Board that three individuals need to be appointed to the Planning and Zoning Board. The individuals for appointment are Arvid Otkin, Babette Brown, and Ron Bunjer. Motion by Drietz, seconded by Sik to approve the following appointments to the Planning and Zoning Board:

Arvid Otkin – Lake Benton District Representative - 3 Year term  
Babette Brown – Ivanhoe District Representative – 3 year term  
Ron Bunjer – At Large – 2 year term

All (4) voted in favor.

Committee Reports were given:

Drietz – SWCD  
Hamer – absent  
Sik – None  
VanDeVere – SWHHS  
Vizecky – None

Auditor Warrants were presented.

Motion by Drietz seconded by Sik to approve the following Commissioner Warrants #6553 - #6573 for the following amounts: Revenue - \$162,829.00, Road & Bridge - \$72,091.00, Debt Service - \$380,533.75, Solid Waste - \$1,503.00 and Lake Improvement District - \$1,333.00. All voted in favor.

The following bills were over \$2,000.00 per M.S. 375.12: Bond Trust Services Corporation - \$380,533.75, Linc Co Enterprise Dev Corp - \$29,000.00, Linc. Co Fair Assn. - \$18,250.00, Linc. Soil-Water Conserv. Dist. - \$44,800.00 MCCC MI 33 - \$2,360.00, MN Counties Intergov. Trust – St Paul - \$63,918.00, MN Counties Intergov. Trust - \$71,641.00 and 14 payments less than \$2,000.00 - \$7,787.00.

Deb Vierhuf, Lincoln County Auditor, informed the Board that the new IRS mileage rate for 2018 is .545 per mile. Information only.

Vierhuf also informed the Board that there was a security breach on the Fidlar server and Karri Harvey, IT Director, had presented a quote from The Computer Man Inc. for a security suite secure upgrade in the amount of \$1,758.00 for approval. Motion by Drietz, seconded by Sik to approve the security suite secure upgrade from The Computer Man Inc. in the amount of \$1,758.00. All (4) voted in favor.

Motion by Drietz, seconded by Sik to adjourn at 10:37 a.m. All (4) voted in favor.

ATTEST:

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Mic VanDeVere, 2018 Board Chair

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Deb Vierhuf, County Auditor