

**LINCOLN COUNTY BOARD OF COMMISSIONERS
MEETING MINUTES**

December 17, 2019
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 Rick Hamer, Corey Sik, Mic VanDeVere and Jack Vizecky. Commissioner Drietz arrived at 10:29 a.m. Also present was Lincoln County Auditor-Treasurer, Deb Vierhuf. Glen Petersen, Lincoln County Attorney, arrived at 10:55 a.m. No conflicts of interest were noted.

Motion by Vizecky, seconded by Hamer to approve the consent agenda which included December 3, 2019 minutes, December 17, 2019 agenda and 19&75 Tobacco License. All (4) voted in favor.

John Hovland, Veteran's Service Officer, gave an update on how well things are going.

- Ten additional veterans are now service connected.
- Currently working with 7 cases.
- There has been an increase in veterans applying for the property tax reduction program.
- Continuing to do home visits.
- Level 4 training will be coming up in 2020.

Information only.

Robert Olsen, Environmental, presented Resolution 53-2019 Lincoln County Ditch System 1 Year Assessments for 2020. Olsen stated that the resolution was published for 3 weeks and their office did not receive any comments. Motion by Sik, seconded by Vizecky to approve Resolution No. 53-2019 Resolution of the Lincoln County Ditch System 1 Year Assessments for 2020. All 4 voted in favor.

**Resolution No. 53 - 2019
Resolution of the Lincoln County Ditch System 1 Year Assessments for 2020**

Be it Resolved by the Lincoln Board of Commissioners, acting as the County Ditch Authority, County of Lincoln, State of Minnesota, that the following assessments are herewith adopted; and

Be it Further Resolved that the following one year assessments are adopted to maintain an appropriate balance in each of the following Ditch Repair Funds:

County Ditch No. 2	17,500.00
County Ditch No. 18	5,000.00
County Ditch No. 33	2,500.00
County Ditch No. 35	25,000.00
Judicial Ditch No. 12	5,000.00
Judicial Ditch No. 21	1,000.00
Judicial Ditch No. 29	10,000.00
Judicial Ditch No. 31	10,000.00
Judicial Ditch No. 32	5,000.00

BE IT FURTHER RESOLVED, that the aforementioned assessments are due and payable to the Ditch Repair Funds in 2020.

WHEREUPON the above resolution was adopted at the regular meeting of the Lincoln County Board of Commissioners this 17th day of December 2019.

SIGNED:

ATTEST:

Mic VanDeVere, 2019 Board Chair

Deb Vierhuf, County Auditor-Treasurer

Olsen informed the Board that a minor repair has been completed on a Diamond Lake Twp. road due to a ditch issue. Information only.

Joe Wilson, Lincoln County Engineer, requested approval of Amended Resolution 50-2019 Payment on Contract 05-2017 to R & G Construction which was originally approved in the December 3, 2019 Board meeting. Some additional expenses were discovered so the final payment amount will need to be changed from \$32,182.25 to \$33,100.23. Motion by Sik, seconded by Vizecky to approve Amended Resolution 50-2019 Final Payment Amount from \$32,182.25 to \$33,100.23. All 4 voted in favor.

**AMENDED RESOLUTION
50 – 2019**

Final Payment on Contract 05-2017 to R & G Construction

WHEREAS, the construction of Contract 05-2017 (Projects SAP 041-599-053, SAP 041-599-056, SAP 041-599-057, 041-599-058 & SAP 041-599-059) has in all things been completed by R&G Construction Co., the final contract costs as follows:

Original Contract Amount	\$	643,674.40
Final Contract Amount	\$	644,562.74
Final Payment Amount	\$	33,100.23

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 the 3rd day of December, 2019.

REVISED by the Lincoln County Board of Commissioners the 17th day of December, 2019.

SIGNED:

ATTEST:

Mic VanDeVere, 2019 Board Chair

Deb Vierhuf, County Auditor-Treasurer

Wilson presented project updates. They were as follows:

- Working on plans for the Widening project for CSAH 7, bridge replacement and ADA sidewalk plans for Hendricks, Ivanhoe, Lake Benton and Tyler for 2021.

Wilson presented maintenance updates. They were as follows:

- Equipment repairs and maintenance.
- Building repairs
- Cleaning and organizing the shop
- Listing culverts that need to be replaced next year

Information only.

Wilson presented quotes for crack sealant. The quotes were as follows:

- Midstates Equip & Supply \$.485/lb
- Konrad Material Sales, LLC \$.495/lb

Wilson's recommendation is Midstates Equip & Supply at \$.485/lb. Motion by Vizecky, seconded by Hamer to approve the quote for crack sealant from Midstates Equip & Supply at \$.485 per pound. All 4 voted in favor.

Wilson informed the Board that the winter load increase has started on December 17, 2019 for our region. Information only.

Wilson informed the Board that we received a bill from a bridge contractor for rebar. This rebar was going to be used for the bridge rehabilitation on County Hwy 1. The project was cancelled but it was too late to cancel the #6 rebar order. We can either use the rebar for future projects or resell. Wilson would like approval to pay for the rebar. Motion by Sik, seconded by Vizecky to pay Musch Construction, Inc. \$5,961.43 for the No. 6 rebar. All (4) voted in favor.

Wilson would like to reiterate that Ziegler CAT treated us very fairly on the transmission repair. The transmission was past the warranty but Ziegler CAT still took care of 2/3 of the bill. Information only.

Deb Vierhuf, Lincoln County Auditor-Treasurer, informed the Board that the county received a \$50,000.00 payout from CPT and receipted the money into the Technology Fund. Information only.

Vierhuf asked for approval to certify the final levy amount. Although the budget was approved in October, we need to certify the final levy after the TNT meeting is held even if there are no changes. Motion by Vizecky, seconded by Hamer to certify the final levy amount at \$5,729,447.00 which was previously approved on Resolution No. 47-2019 Certified Levy. All (4) voted in favor.

Vierhuf presented the Voting Equipment Grant Agreement Reallocation Amendment. This Amendment will move grant dollars from the purchase of Electronic Rosters to O.S Counters/Assistive Voting Devices so that we are able to utilize all grant dollars received. Motion by Sik, seconded by Vizecky to approve the Voting Equipment Grant Agreement Reallocation Amendment. All (4) voted in favor.

Vierhuf presented a quote from ES&S for election equipment to be purchased. Motion by Sik, seconded by Hamer to approve the election equipment ES&S quote for 8 DS200's to be purchased with \$20,160.00 grant dollars and \$24,160.00 Lincoln County dollars at a total cost of \$44,320.00. All (4) voted in favor.

Vierhuf presented a quote from SeaChange for election equipment to be purchased. Motion by Vizecky, seconded by Sik to approve the election equipment SeaChange quote for 3 Omni Ballot Tablets to be

purchased with \$4,770.28 grant dollars and \$8,879.72 Lincoln County dollars at a total cost of \$13,650.00. All (4) voted in favor.

Motion by Hamer, seconded by Sik to approve Resolution No. 54-2019 2020 Commissioner Compensation. All (4) voted in favor.

**Resolution No. 54-2019
2020 County Commissioner Compensation**

BE IT RESOLVED, that the County Commissioner Salary for the year 2020 for Lincoln County, Minnesota, be set at \$16,000.00 per annum, per commissioner, and

BE IT RESOLVED, that the Board Chair shall receive an additional \$1,000 per year, and.

BE IT RESOLVED, that the per diem payment schedule be set at \$75.00 for a Half-day meeting and \$100 for a Full-day (two or more non-consecutive meetings or one meeting lasting all day), for authorized meetings, and

BE IT FURTHER RESOLVED, that said per diem payments be authorized when required by law, MSA 375.055 and 375.06, and other applicable statutes, for services by individual county commissioners on any board, committee, or commission of county government including committees of the board, or for the performance of services by individual county commissioners when required by law, and for commissioner's attendance at the following meetings:

18 County Adult Mental Health	Lincoln County Library Board
5 th District Public Defender	Lincoln SWCD Board Representative
ACE of SW MN Board	LSLID
Affirmative Action Officer	MCIT
AMC Committees	Negotiating Committee/Personnel - HIGHWAY
AMC Voting Delegates	Negotiating Committee/Personnel - SHERIFF
Area II Water	Nutrition Council
Audit	Missouri River Watershed Policy Committee
Building/Capital Improvement	Plum Creek Library Board
Broad Band Task Force	Prairieland Economic Development
Community Awareness & Emergency Response (CARE)	Prime West
County Council on Aging	RCRCA
County Park Board	Regional Advisory Board (RAC)
Daytime Activity Center	Road & Bridge Committee
Dead Coon Lake Issues	Road Inspection Committee
Emergency Communications Board	Rural MN Energy Board
Explore SW Minnesota/Travel SW MN	Solid Waste Recycling Comm.
Extension Committee	Southern MN Tourism Assoc.(State/per capita)
Health/Safety	Southern Prairie Community Care
Helping Hands (SWHHS)	Step II Grievance
Highway Round Table	Step III Grievance
Hwy 68 Coalition	SW Emergency Med. Services
Insurance Committee	SW Environmental Task Force
J.C.D. #13 and #31 Drainage (Lyon)	SW MN Workforce Development Council
J.C.D. #16 Drainage (Pipestone)	SW Regional Development
Juvenile Detention Center	SWMHHS Health
Labor Management	SWMHHS Human Services
LacQuiParle Watershed Advisory	Transit Representative
Land Use/Zoning	Water Management Task Force(C&VC)
Law Library	United Community Action
LBLID	Western Mental Health
Legacy Park Committee	Western Mental Health Dev. Selection
Lincoln Co Enterprise Dev	Wind Power Committee/Mtgs.
Lincoln County Board of Appeals	Yellow Medicine Watershed Advisory
Lincoln County H R A	Yellow Medicine One Watershed One Plan

FURTHER 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,

BE IT FURTHER RESOLVED, all expenses (meals, mileage, lodging, per diems), must be submitted within 90 days of the date of the expense to be reimbursable.

ADOPTED by unanimous vote, this 17th day of December, 2019

ATTEST:

Mic VanDeVere, 2019 Board Chair

Deb Vierhuf, County Auditor

Motion by Vizecky, seconded by Sik to approve an average 2.75% increase for the 2020 Elected/Department Head's salary and to approve a .65/hr increase for the VSO based on a 24 hour week. All (4) voted in favor.

Salaries are posted below:

Assessor	\$73,959.00	Highway Engineer	\$102,500.00
Attorney	\$50,459.00	Maintenance Supervisor	\$56,459.00
Auditor-Treasurer	\$76,834.00	Parks Manager	\$58,459.00
EM/Safety	\$58,959.00	Recorder	\$63,834.00
Environmental	\$66,559.00	Sheriff	\$75,459.00
		VSO	\$22,311.00

Motion by Sik, seconded by Hamer to approve the cost of living increase of \$.65 for the non-union Deputy Auditor-Treasurer, Highway Accountant and Engineer's Assistant. All (4) voted in favor.

Vierhuf reminded the Board that we will need at least two commissioners to obtain the Board of Equalization Certification by February 1, 2020. Information only.

Michelle Facile, Lincoln County Recorder, presented the Recorder's Statement of Compliance that states that recording documents is below the maximum time allowed of 10 business days and electronic documents are returned no later than 5 business days. Information only.

Kristina Richmond, Lincoln County Deputy Auditor-Treasurer, presented the Live Well Agreement for approval. The Live Well Program is administered by the county but the incentive dollars are received from SW Coop and given to the employees. Each employee will need to attend two Live Well workshops and do the Biometric Screening to receive \$500.00 taxable dollars. This will be done at no cost to the county. Motion by Hamer, seconded by Vizecky to approve the Live Well Agreement with SW Coop. Commissioner Hamer, Vizecky and VanDeVere voted in favor. Commissioner Sik abstained. Motion carried by majority vote.

Chris Louis, Commander, Justin Ziggler, Pipestone agent and Mike Hama Board Chair from the Buffalo Ridge Task Force presented a power point on the types of cases they work on and what the expectations are from the County if we would become part of this task force. The Buffalo Ridge Task Force handles drug related crimes as well as violent crimes. If this type of crime happens in Lincoln County, 6 officers from the Buffalo Ridge Task Force would assist with the crime. The County would need to provide a deputy and all expenses related to the position and would pay a per capita amount to be a member of the task force. The per capita fee would be \$4.30 and would start in the second year of membership. The County would receive grant dollars to help offset these expenses. The amount to be received in 2020 would be \$46,000. This amount would change from year to year. Information only.

Meester presented an employee review form he would like to use for the Sheriff's office. This will be brought back for approval at a later date. Information only.

Daryl Schlapkohl, Lincoln County Parks Manager, requested approval to purchase a John Deere 1580 Terrain Cut Commercial Front Mower. The cost of the mower is \$27,809.17. The amount given for the trade-in of our current mower is \$19,809.17. The net amount for the purchase would be \$8,000.00. Motion by Drietz, seconded by Sik to approve the purchase of a John Deere 1580 Terrain Cut Commercial Front Mower from Kibble Equipment for \$8,000.00 after trade-in. All voted in favor.

Schlapkohl informed the Board that he is looking into purchasing a new pickup. The current pick-up has 110,000 miles on it. The State bid from a St. Cloud dealership is \$30,215.00 which takes into account \$10,000 for the trade in. This is budgeted in 2020 and will be brought back at a future meeting for approval. Information only.

Schlapkohl along with Lincoln County Attorney, Glen Petersen, reported that they had met with the EDA regarding purchasing .31 acres of property to make up for the property at the parks that the ARMER tower is on. The DNR will review the property and if sufficient will approve. This will allow the grant funds to be released for the park. Motion by VanDeVere, seconded by Drietz to approve the purchase of .31 acres for \$1,000.00 from the EDA contingent on the DNR approving the property to replace the land the ARMER tower is on. All voted in favor.

Schlapkohl reported that he should be able to pay the Capital Improvement Account back for funds borrowed for Norwegian Park at the end of the year. Information only.

Amber Scholten, Lincoln County Emergency Management, requested approval for the EMPG grant application for 2019 and requested that she will be able to sign. The grant amount for 2019 is \$15,537.00. Motion by Sik, seconded by Drietz to approve the 2019 EMPG matching grant application in the amount of \$15,537.00 and authorize Amber Scholten to sign. All voted in favor.

Scholten gave an update on the following items:

- On December 4th an EMS Mutual Aid meeting was held. The next meeting to be held will be January 15th at the Arco City Hall and the Board is invited to attend. These meetings will be held once per month for a while and then will return to the once per quarter meeting schedule.
- Regional trainings have been held with cross border exercises.
- Train the Trainer was attended.
- A Dispatch meeting was held with the Sheriff's office.
- The Hostile Response Active Shooter meeting was held December 14th. 30 people from area EMS, Fire Departments and Law Enforcement agencies attended. Scholten plans to do the training at each of the schools and get local business involved.

Information only.

Committee Reports were given:

- Drietz – RCRCA, LacQuiParle Watershed, Personnel, Water Management Task Force, Deer Creek Station Dam, Career Force
- Hamer – Water Management Task Force
- Sik – SWHHS
- VanDeVere – AMC, Western Mental Health, Personnel
- Vizecky – None

Auditor Warrants were presented.

Motion by Vizecky, seconded by Hamer to approve the following Commissioner Warrants #11772-#11832 for the following amounts: Revenue – \$50,350.89, Road & Bridge - \$28,318.20, and Ditch – 52.79. Commissioner Hamer, Sik, VanDeVere and Vizecky voted in favor. Commissioner Drietz abstained due to a bill from the Ivanhoe Service Center. Motion carried by majority vote.

The following bills were over \$2,000.00 per M.S. 375.12: Access f/k/s Retreivex - \$2,263.74, Ag Plus Cooperative - \$3,616.23, Bakker Septic Tanks, LLC - \$7,784.74, Boyer Ford Trucks - \$3,226.22, Counties Providing Technology - \$5,304.10, MN Counties Intergovernmental Trust – St. Paul - \$4,655.00, Preferred Response LLC - \$15,600.00, Roggenbuck Tree Service - \$3,600.00, Stonebrooke Engineering Inc. - \$5,582.98, Ziegler Power Systems (CAT) - \$7,617.86 and 51 payments less than \$2,000.00 - \$19,471.01.

Motion by Drietz, seconded by Sik to adjourn at 11:55 a.m. All voted in favor.

SIGNED:

ATTEST:

(SEAL)

Mic VanDeVere, 2019 Board Chair

Deb Vierhuf, County Auditor-Treasurer