

**LINCOLN COUNTY BOARD OF COMMISSIONERS
MEETING MINUTES**

May 7, 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, Joe Drietz, Corey Sik, and Mic VanDeVere. Commissioner Vizecky was absent. Attorney Glen Petersen arrived at 10:00 a.m. Also present was Lincoln County Auditor-Treasurer, Deb Vierhuf. No conflicts of interest were noted.

Motion by Sik, seconded by Hamer to approve the consent agenda which included April 16, 2019 minutes and May 7, 2019 agenda. All (4) voted in favor.

Deb Vierhuf, Lincoln County Auditor-Treasurer, introduced Kristi Richmond who is the new Deputy Auditor-Treasurer. Richmond started with the County on May 6, 2019. Information only.

Beth Wilms, Southwest Health and Human Services Director, and Sarah Kirchner, Southwest Health and Human Services Fiscal Manager, gave an update on Southwest Health and Human Services. The update covered the following items:

- Kirchner presented a graph of cash and investment balances. SWHHS is working towards increasing their reserve balance. In 2015, 2016 and 2017, expenses were higher than revenues. In 2018, the revenues were higher than expenses so things are moving in the right direction. Kirchner reviewed expenses and presented the items that have decreased due to closer fiscal management.
- Wilms informed the Board on what they would like to have as a reserve balance and gave information on how SWHHS is working towards that goal. Wilms stated that every decision, whether it is a purchase or staff hiring, is looked at closely to determine if it is necessary. A Finance committee has been established for this purpose.
- A Personnel Committee has been established.
- Wilms presented the first SWHHS annual report and stated that it is located on the website.
- SWHHS has started a strategic plan that will be worked on in 2019.
- 2019 is a negotiating year for SWHHS.
- SWHHS is working on a 100% time reporting system.
- Wilms testified at legislature to try to move from the State Auditor to a private auditing firm for audits. This would be a \$30,000 cost savings for SWHHS. It is included in the omnibus bill but Wilms is not sure at this point what the outcome will be.

Commissioner Sik commended Wilms and Kirchner for the progress they have made. Information only.

Daryl Schlapkohl, Lincoln County Parks Manager, informed the Board that there have been some electrical issues at Norwegian Park. Previously it was code to have every other campsite at a 50 AMP service. The other sites are a 30 AMP service. With all of the large campers that we have today, Schlapkohl feels it is necessary to increase all sites to a 200 AMP service. Some of our customers have had issues with the electrical not being sufficient to run their camper. Schlapkohl has two quotes for the electrical upgrade. The quotes were as follows:

- Thomas Electric \$31,815.00
- Tyler Electric \$31,780.00

Schlapkohl would get the 74 pedestals separately at \$180 each for a total cost \$13,890.00. Schlapkohl would also like to upgrade the water lines to a 2 ½" line at the same time. Schlapkohl received a bid from Thomas Plumbing in the amount of \$14,850.00 for the water line upgrade plus about \$1,500 for the trenching and the REA work. The total cost of the project would be \$65,000.00. Schlapkohl's recommendation is to go with Thomas Electric for the electrical and the plumbing work. Motion by Hamer, seconded by Sik to approve the electrical and water line upgrade at Norwegian Park to be done by Thomas Electric and Thomas Plumbing at a cost of \$46,665.00, the 74 pedestals at a cost of \$180 each for a cost of \$13,890.00 plus corresponding fees and about \$1,500 for additional trenching and REA work for a total amount not to exceed \$65,000 to be taken out of the Capital Improvement fund and paid back over the next 5 years. All (4) voted in favor.

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

- Working on the designing of Hwy 7 widening project and the bridge projects.
- Working on overlay plans for County Hwy 2 from County Hwy 9 to State Hwy 14, and County Hwy 11 from County Hwy 8 to Lyon County Hwy 13. We want to be prepared in the event that the permits are not received for the Highway 7 widening project.

Wilson presented maintenance updates. They were as follows:

- The motor grader repair for labor and parts is about \$30,000. Lincoln County will get a two year or 2,000 hours warranty on the repair. The rental was sent back right after the last snow storm.
- Have been disking shoulders and bringing the gravel back on the road. The wet weather has delayed this.
- Have about two days left of crack filling.
- There have been some issues with overweight hauling on the gravel roads. The load limits are due to come off on May 10th but Lincoln County is going to leave them on for another two weeks.

Wilson informed the Board that Excel Energy has taken over the Blazing Star 2 Wind Development project. He will be contacting them to see where they are at on the Development Agreement. The wind tower work will begin on May 13th but they will be responsible for paying for any damage to the roads. Information only.

Wilson informed the Board that two consultant proposals were received for the design & construction inspection for the Courthouse and Highway Department Parking Lot Improvements. The proposals were as follows:

- Bolton and Menk \$24,500.00 - \$26,500.00
- Wenck \$20,000.00

Wilson's recommendation is to go with Wenck. Motion by Drietz, seconded by VanDeVere to approve the proposal from Wenck to do the design & construction inspection for the Courthouse and Highway Department Parking Lot Improvement Project at a contract cost of \$20,000.00. All (4) voted in favor.

Wilson presented Resolution No. 22-2019 Support of Funding through the MN Highway User Tax Distribution Fund. The Commissioners were in favor of passing the resolution with the statement "Through other sources than the gas tax increase." Motion by Drietz, seconded by Hamer to approve Resolution No. 22-2019 Support of Funding through the MN Highway User Tax Distribution Fund. All (4) voted in favor.

Resolution 22-2019 Support of Funding through the MN Highway User Tax Distribution Fund

WHEREAS Minnesota Counties maintain 30,742 miles of County State Aid Highway (CSAH) roads and 14,141 miles of county roads, totaling over 30% of the state's roadways; and

WHEREAS the total annual need is \$1.084 billion annually over the next 25 years just to maintain the current CSAH and county road system, not including expansion; and

WHEREAS the annual funding gap for counties has resulted in deferring basic maintenance, delaying expansion projects with resulting safety concerns, mounting congestion, and missed economic growth for businesses and commuters; and

WHEREAS a comprehensive and sustainable transportation solution should include robust funding for roads, bridges, and transit, and address the varying needs in different parts of the state; and

WHEREAS the legislature, for years, has diverted the funding from multi-million-dollar bonding bills to State highway system roads and other large earmarked projects and fall short to provide funding to the County road system; and

WHEREAS the funding through the Minnesota's Highway User Tax Distribution Fund provides a fair and reliable source of funding for the state, counties, cities, and townships; and

NOW THEREFORE BE IT RESOLVED that the Lincoln County Board of Commissioners encourages the Minnesota Legislature to pass and the Governor to sign a bill that brings adequate funding specifically to the Highway User Tax Distribution Fund to benefit all of Minnesota's statewide transportation system. Through other sources than the gas tax increase.

ADOPTED by the Lincoln County Board of Commissioners the 7th day of May, 2019.

ATTEST:

Mic VanDeVere, 2019 Board Chair

Deb Vierhuf, County Auditor-Treasurer

Wilson informed the Board that a Resolution will need to be signed for each of the cities for the ADA Updates Projects. The Resolutions will be numbered 24-2019, 25-2019, 26-2019 and 27-2019. Motion by Hamer, seconded by Sik to approve Resolutions 24-2019, 25-2019, 26-2019 and 27-2019 Agreement for the Design, Construction and Maintenance of Hendricks, Ivanhoe, Lake Benton & Tyler ADA Updates Project. All (4) voted in favor.

RESOLUTION NO. 24-2019
AGREEMENT
FOR THE DESIGN, CONSTRUCTION AND MAINTENANCE
OF HENDRICKS, IVANHOE, LAKE BENTON, & TYLER ADA UPDATES PROJECT
WITH THE CITY OF HENDRICKS

THIS AGREEMENT made and entered into by and between the City of Hendricks hereinafter referred to as the "City" and the County of Lincoln hereinafter referred to as the "County".

WHEREAS the City would like to submit a project identified as "Hendricks, Ivanhoe, Lake Benton, & Tyler ADA Updates" for "Transportation Alternative Program" funding.

WHEREAS the City has agreed to participate by providing the 20% share cost of the sidewalk portion of the project.

NOW, THEREFORE, the City and County make the following agreement related to the "Hendricks, Ivanhoe, Lake Benton, & Tyler ADA Updates" project:

That the County will act as the sponsoring agent, will be responsible for completion of preliminary and final design such as project development report, surveys, final plans and required documentation, and responsible for construction inspection for the project in accordance with Federal and State requirements, and the County Engineer will act as the fiscal agent.

That the City shall deposit the local share of the project cost with the County Auditor/Treasurer prior to the awarding of the Contract by the County Board of Commissioners.

That the City agrees to assume full responsibility for the operation and maintenance of the property and facilities related to the sidewalk portion of this project.

ATTEST:

Mic VanDeVere, 2019 Board Chair

Deb Vierhuf, County Auditor-Treasurer

RESOLUTION NO. 25-2019
AGREEMENT
FOR THE DESIGN, CONSTRUCTION AND MAINTENANCE
OF HENDRICKS, IVANHOE, LAKE BENTON, & TYLER ADA UPDATES PROJECT
WITH THE CITY OF HENDRICKS

THIS AGREEMENT made and entered into by and between the City of Ivanhoe hereinafter referred to as the "City" and the County of Lincoln hereinafter referred to as the "County".

WHEREAS the City would like to submit a project identified as "Hendricks, Ivanhoe, Lake Benton, & Tyler ADA Updates" for "Transportation Alternative Program" funding.

WHEREAS the City has agreed to participate by providing the 20% share cost of the sidewalk portion of the project.

NOW, THEREFORE, the City and County make the following agreement related to the "Hendricks, Ivanhoe, Lake Benton, & Tyler ADA Updates" project:

That the County will act as the sponsoring agent, will be responsible for completion of preliminary and final design such as project development report, surveys, final plans and required documentation, and responsible for construction inspection for the project in accordance with Federal and State requirements, and the County Engineer will act as the fiscal agent.

That the City shall deposit the local share of the project cost with the County Auditor/Treasurer prior to the awarding of the Contract by the County Board of Commissioners.

That the City agrees to assume full responsibility for the operation and maintenance of the property and facilities related to the sidewalk portion of this project.

ATTEST:

Mic VanDeVere, 2019 Board Chair

Deb Vierhuf, County Auditor-Treasurer

RESOLUTION NO. 26-2019
 AGREEMENT
 FOR THE DESIGN, CONSTRUCTION AND MAINTENANCE
 OF HENDRICKS, IVANHOE, LAKE BENTON, & TYLER ADA UPDATES PROJECT
 WITH THE CITY OF HENDRICKS

THIS AGREEMENT made and entered into by and between the City of Lake Benton hereinafter referred to as the "City" and the County of Lincoln hereinafter referred to as the "County".

WHEREAS the City would like to submit a project identified as "Hendricks, Ivanhoe, Lake Benton, & Tyler ADA Updates" for "Transportation Alternative Program" funding.

WHEREAS the City has agreed to participate by providing the 20% share cost of the sidewalk portion of the project.

NOW, THEREFORE, the City and County make the following agreement related to the "Hendricks, Ivanhoe, Lake Benton, & Tyler ADA Updates" project:

That the County will act as the sponsoring agent, will be responsible for completion of preliminary and final design such as project development report, surveys, final plans and required documentation, and responsible for construction inspection for the project in accordance with Federal and State requirements, and the County Engineer will act as the fiscal agent.

That the City shall deposit the local share of the project cost with the County Auditor/Treasurer prior to the awarding of the Contract by the County Board of Commissioners.

That the City agrees to assume full responsibility for the operation and maintenance of the property and facilities related to the sidewalk portion of this project.

ATTEST:

 Mic VanDeVere, 2019 Board Chair

 Deb Vierhuf, County Auditor-Treasurer

RESOLUTION NO. 27-2019
 AGREEMENT
 FOR THE DESIGN, CONSTRUCTION AND MAINTENANCE
 OF HENDRICKS, IVANHOE, LAKE BENTON, & TYLER ADA UPDATES PROJECT
 WITH THE CITY OF HENDRICKS

THIS AGREEMENT made and entered into by and between the City of Tyler hereinafter referred to as the "City" and the County of Lincoln hereinafter referred to as the "County".

WHEREAS the City would like to submit a project identified as "Hendricks, Ivanhoe, Lake Benton, & Tyler ADA Updates" for "Transportation Alternative Program" funding.

WHEREAS the City has agreed to participate by providing the 20% share cost of the sidewalk portion of

the project.

NOW, THEREFORE, the City and County make the following agreement related to the "Hendricks, Ivanhoe, Lake Benton, & Tyler ADA Updates" project:

That the County will act as the sponsoring agent, will be responsible for completion of preliminary and final design such as project development report, surveys, final plans and required documentation, and responsible for construction inspection for the project in accordance with Federal and State requirements, and the County Engineer will act as the fiscal agent.

That the City shall deposit the local share of the project cost with the County Auditor/Treasurer prior to the awarding of the Contract by the County Board of Commissioners.

That the City agrees to assume full responsibility for the operation and maintenance of the property and facilities related to the sidewalk portion of this project.

ATTEST:

Mic VanDeVere, 2019 Board Chair

Deb Vierhuf, County Auditor-Treasurer

Wilson informed the Board that the seal coat and gravel crushing bids will be opened during the next board meeting. Information only.

Robert Olsen, Lincoln County Environmental presented Resolution No 21-2019 Minnesota Clean Water Partnership for approval. This resolution authorizes Olsen to sign documents and request monies from the MPCA fund for septics. Motion by Hamer, seconded by Drietz to approve Resolution 21-2019 Minnesota Clean Water Partnership for the funding of septics through MPCA. All (4) voted in favor.

**Resolution No. 21-2019
Minnesota Clean Water Partnership (CWP)**

Resolution of Lincoln County

Be it resolved by Lincoln County to submit a proposal with the Minnesota Pollution Control Agency (MPCA) to conduct the following project Lincoln County SSTS Loan Program

Be it further resolved that the Administrator of the Environmental Office, Robert E. Olsen be authorized to submit the proposal for the above-mentioned project and shall have the authority to represent this body in all matters that do not specifically require the action of this body.

Be it further resolved that submittal of a proposal does not obligate this body to accept a grant and/or a loan if so offered.

Whereupon the above resolution was adopted by unanimous vote this 7th day of May, 2019.

Mic VanDeVere, 2019 Board Chair

Deb Vierhuf, County Auditor-Treasurer

Olsen presented a letter that has been requested by Nextera that states that it was not our intent for LWECs being permitted by the Commission for our 5RD project boundary setback to be more restrictive than the Commission's 3/5 RD setback for the project boundary. Motion by Drietz, seconded by Sik to approve the Wind Energy-Environmental letter for the Lake Benton Power Partners II LLC project to allow

the Commission's 3/5 RD setbacks. All (4) voted in favor.

Olsen informed the Board that there is a need for a crossing on CD #15. A 48" tube was received at half cost. The estimated total cost to put the crossing in will be about \$2,000.00. Information only.

Olsen informed the Board that the recycling and garbage drop off site has been moved back the County Highway Shop in Hendricks until something is done about improving the base of the road that services the drop off site. Dustin Hauschild, Lincoln County Engineers Assistant, put an estimate together to fix the road. The cost would be about \$20,000.00. The hope is that the cost would be split 4 ways. More details and firm proposals will be brought back to a future meeting. Information only.

Olsen informed the Board that mattresses have been picked up in Hendricks and the Hendricks City clean-up is currently being done. HHW collection was in Hendricks today and will be in Lake Benton, Ivanhoe, and Tyler later this week. Information only.

Olsen informed the Board that there will be numerous ditch maintenance issues and a few buffer compliance issues done as soon as it dries out. Information only.

Chad Meester, Lincoln County Sheriff, requested approval of the purchase of the generator and battery backup system and electrical work for the Sheriff's office. Motion by Drietz, seconded by Sik to approve the purchase of the generator and battery backup system and electrical work for the Sheriff's office in the amount of \$13,300.00 from Circuit Works, and \$1,036.01 for the electrical work for a total amount of \$14,336.01. 50% will be taken from the 911 budget and 50% will be taken from the ARMER budget. All (4) voted in favor.

Meester requested approval to declare the old generator/battery backup system as surplus. Motion by Sik, seconded by VanDeVere to declare the old generator/battery backup system as surplus to be sold on the State Auction Site. All (4) voted in favor.

Meester would also like to note that Maintenance, the Electrician and Emergency Management did a great job working together to get everything up and running with the generator and the battery back-up. Information only.

Robin Sik, Lincoln County Jail Administrator, requested approval to post and advertise if necessary for a part-time Dispatcher/Jailer. This position would work 1-2 days per month and would be ready to fill in for extended leaves and vacation. Motion by Drietz, seconded by VanDeVere to post and advertise if necessary, for a part time Dispatcher/Jailer. All (4) voted in favor.

Glen Petersen, Lincoln County Attorney requested approval of a Registered Land Survey #3 for the property to build the school for ISD #2902. The city is covering the cost of the survey. The land cannot be divided until a registered property survey is done. Motion by Sik, seconded by Hamer to approve Registered Land Survey #3 for the property to build the school for ISD #2902. All (4) voted in favor.

Bruce Nielsen, Lincoln County Assessor informed the Board that the County has met with Pictometry and received the quote for the contract. There will be some changes which will save about \$2,000 per fly over. The next fly over is scheduled for the spring of 2020. The final Pictometry Contract will be brought forward to a future meeting for approval. Information only.

Discussion was held on starting a County Home Initiative program. With this program, new construction would receive a tax break. Lincoln County does not have this program at this time. Information only.

Commissioner Hamer left the meeting at 11:00 a.m.

Committee Reports were given:

Drietz – Highway Roundtable, LacQuiParle Watershed Advisory, CPT, CPT Personnel, Soil and Water, Area II and RCRCA, Insurance Committee, Appleton Prison tour, Armor Safety Conference, Lincoln County Enterprise Development
 Hamer – None
 Sik – Highway Roundtable, SWHHS, Plum Creek Library, Personnel, HRA, Highway Labor Management
 VanDeVere – Highway Roundtable, Western Mental Health, Personnel, CPT, Supporting Hands,
 Vizecky – absent

Commissioner VanDeVere informed the Board that a committee will be started for Prime West and we will need to designate a Commissioner to represent Lincoln County as well as an alternate. Motion by Drietz, seconded by VanDeVere to appoint Commissioner VanDeVere to the PrimeWest Committee and Commissioner Sik as the Alternate. All (3) voted in favor.

Commissioner Sik informed the Board that we need an alternate for Plum Creek Library. Motion by Drietz, seconded by Sik to appoint Commissioner VanDeVere as an alternate to the Plum Creek Library. All (3) voted in favor.

Auditor Warrants were presented.

Motion by Sik, seconded by Drietz to approve the following Commissioner Warrants #10098- #10177 for the following amounts: Revenue – 39,240.09, Road & Bridge - \$36,434.35, Ditch - \$25,223.75 and LID - \$65,153.17.

The following bills were over \$2,000.00 per M.S. 375.12: Circuitworks - \$13,300.00, Counties Providing Technology - \$5,255.00, Lyon Co Auditor – Treasurer - \$19,692.47, Nebraska Salt & Grain Co. - \$5,034.70, North Central International Inc. - \$5,158.59, PLM Lake & Land Management - \$65,140.18, Prairie Pride Cooperative - \$12,937.93, Mike Thooft - \$5,531.28, Titan Machinery - \$3,150.00, Tyler Body Shop LLC - \$3,408.01, Tyler Oil Co - \$2,358.06 and 69 payments less than \$2,000.00 - \$25,085.14.

Deb Vierhuf, Lincoln County Auditor-Treasurer, presented Resolution 23-2019 Appointing Certain Commissioners of the Housing and Redevelopment Authority of Lincoln County. Motion by Drietz, seconded by Sik to approve Resolution 23-2019 Appointing Certain Commissioners of the Housing and Redevelopment Authority of Lincoln County. All (3) voted in favor.

**Resolution No. 23-2019
 RESOLUTION APPOINTING CERTAIN COMMISSIONERS
 OF THE HOUSING AND REDEVELOPMENT AUTHORITY
 OF LINCOLN COUNTY, MINNESOTA**

WHEREAS, Minnesota Statutes, Section 462.428, Subdivision 1, authorizes the governing body of a county to appoint Commissioners of a Housing and Redevelopment Authority (HRA);

NOW THEREFORE BE IT RESOLVED by the County Board of Lincoln County, Minnesota:

Amanda Engels is hereby appointed as a Commissioner of the Lincoln County HRA for a term of office ending July 11, 2023. Mrs. Engels is filling the seat from District 5.

2. The Board finds that the terms of office of the other HRA Commissioners are scheduled to end as follows:

Julie Hogie of Hendricks, July 11, 2022
 From and for County Commissioner
 District 3.

John Lichtsinn of Lake Benton July 11, 2021
From and for County Commissioner
District 1.

VACANT SEAT July 11, 2019
From and for County Commissioner
District 5.

Jaime McKenzie of Ivanhoe, July 11, 2020
From and for County Commissioner
District 4.

Robert Fritz of Tyler July 11, 2023
From and for County Commissioner
District 2

Jennifer Nordmeyer of Lake Benton July 11, 2023
From and for County Commissioner
District 1 (Commissioner District with
Greatest number of public housing units)

Marilyn Powell of Lake Benton July 11, 2022
From and for County Commissioner
District 1 as an At-Large Board Membe

ADOPTED this 7th day of May, 2019.

Attest:

Mic VanDeVere, 2019 Board Chair

Deb Vierhuf Lincoln County Auditor-Treasurer

Vierhuf informed the Board that Jim Accurso, Minnesota Partnership Specialist for the Chicago Region gave a presentation and would like a letter of support for the 2020 Census stating that Lincoln County would have a Complete Count Committee established. Motion by VanDeVere, seconded by Sik to approve the letter of support for the 2020 census and establishment of a Complete Count Committee. All (3) voted in favor.

Vierhuf requested approval of a letter of support for ITC staff to carry with them that states that Lincoln County is in support of the Border to Border project. Motion by Drietz, seconded by Sik to approve a letter of support for ITC staff to carry that states that Lincoln County is supporting the Border to Border project. All (3) voted in favor.

Motion by Drietz, seconded by Sik to approve authorizing our RCRCAs appointed delegate/alternate to sign the Joint Powers Agreement for RCRCAs at the next RCRCAs Board Meeting on June 6, 2019. All (3) voted in favor.

Motion by Drietz, seconded by Sik to approve the submittal of the Missouri One Watershed One Plan to the Board of Water and Soil Resources. All (3) voted in favor.

Motion by Drietz, seconded by Sik to adjourn at 11:18 a.m. All voted in favor.

ATTEST:

(SEAL)

Mic VanDeVere, 2019 Board Chair

Deb Vierhuf, County Auditor-Treasurer