

**LINCOLN COUNTY BOARD OF COMMISSIONERS
MEETING MINUTES**

October 1, 2019
Courthouse Commissioner Room
Ivanhoe, MN 56142

The meeting was called to order at 9:00 a.m. by Vice Board Chair Joe Drietz, followed by the Pledge of Allegiance. Commissioners present were Joe Drietz, Rick Hamer, Corey Sik, and Jack Vizecky. Commissioner VanDeVere was absent. Also present was Lincoln County Auditor-Treasurer Deb Vierhuf. Glen Petersen, Lincoln County Attorney, arrived at 10:02 a.m. No conflicts of interest were noted.

Motion by Sik, seconded by Vizecky to approve the consent agenda which included September 17, 2019 minutes, and October 1, 2019 agenda. All voted in favor.

Chad Meester, Lincoln County Sheriff, gave an update on the squad vehicle purchase. There has been delays with current vehicles ordered. Meester recently received an email from the Dodge sales representative that stated that Dodge has not established an order acceptance date so our order is just waiting to be approved with no deadline established. The Dodge Representative was given the opportunity to come up with a solution but was not able to do so. Meester reviewed the previous quotes from the July 16, 2019 meeting and got an updated amount from the previous quotes for the 2020 F 150 Police Responder 4x4 pickup. Meester would like to order two 2020 F 150 Police Responders and use the 2019 budget for one of the pickups and the 2020 budgeted amount for the second pickup from Tenvorde Ford in St. Cloud. In order to use the 2019 budgeted amount, Meester would also like to designate those funds to be moved forward to be used in 2020. Motion by Sik, seconded by Hamer to cancel the purchase of the Dodge Ram Special Service Vehicle from Mike Motors which was approved in the July 16, 2019 minutes and approve purchasing two 2020 Ford F 150 Responder Pickups (Police Package State Bid) from Tenvorde Ford in St. Cloud at \$33,514.40 plus \$11,038.58 for the Guardian Upfit for a total of \$44,552.98 each. Commissioner Hamer, Sik and Drietz voted in favor. Commissioner Vizecky voted in opposition. Motion carried by majority vote.

Motion by Hamer, seconded by Sik to designate \$39,000.00 from the 2019 budget to be used to purchase one of the Ford F 150 Responder Pick up's that will be received in 2020. Commissioner Hamer, Sik and Drietz voted in favor. Commissioner Vizecky voted in opposition. Motion carried by majority vote.

Meester would like approval to decommission the two old squads once the new 2020 Ford F 150 Responder Pickups are ready for service and use those funds to offset the cost of the new vehicles. Motion by Sik, seconded by Hamer to declare the two old squads as surplus and sold on Minnbid once they are decommissioned. Commissioner Hamer, Sik and Drietz voted in favor. Commissioner Vizecky voted in opposition. Motion carried by majority vote.

John Hovland, Lincoln County Veteran's Service Officer, gave an update on the following items:

- All hours and classes are complete for accreditation. Hovland will now be able to have access to veteran's records through the DVMS system.
- Hovland has had quite a few successes with the Lincoln County Vets with getting them the benefits/compensation they are entitled to.
- Working on getting death benefits for a family that dates back to 2002.
- Having the Lincoln County phone forwarded to Hovland's cell phone has been working very well.
- Hovland will be speaking at the Lake Benton and the Tyler school on Veteran's day. Hovland's main message will be to encourage vets to contact him so they can be put in the system.
- Hovland expressed that transferring the handicapped van from Lincoln County to UCAP will be very beneficial.
- Hovland is at Lincoln County every Wednesday for appointments and walk-ins.

Information only.

Chris Cauwels, SWHHS Network Systems Administrator, gave an update on needed updates in the Lincoln County server room. Cauwels reviewed the current equipment and gave recommendations on what should be replaced soon. Recommendations are as follows:

For 2019 replacements:

- One of the battery backups (HP T1500 UPS) is 11 years old and Cauwels recommends replacing this right away with a APC Smart-UPS 1500 VA Unit at a cost of \$530.00.
- There are also two UPS battery backups that we should update by replacing the batteries which would extend their life to 2022. This would be at a cost of \$78.00.

- Updating three switches that are at end of life and no longer supported. These include a HP2530-24G-PoE at a cost of \$790.00 and two HPE Officeconnect switches at \$120.00 each.

For 2020 replacements:

- Recommendation for Courthouse - extending the warranty on the HP ProLiant DL380 Gen9 for another 3 years at a cost of \$820.00 or replacing the HP ProLiant DL380 Gen9 at a cost of \$8,500.00
- Replacing the Highway backup with a Synology DS418 at a cost of \$801.00.
- The Highway Department should also add 2 drives at a total cost of \$585.00.
- Recommendation for Highway - extending the warranty on the HP ProLiant DL380 Gen9 for another 3 years at a cost of \$820.00 or replacing the HP ProLiant DL380 Gen9 at a cost of \$8,500.00

The total cost of all recommendations for 2019 is \$1,638.00 and Cauwels will return in 2020 to discuss the 2020 recommendations. The Commissioners were in consensus with moving ahead with the 2019 updates. Information only.

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

- R & G has started gravel surfacing on County Highway 10.
- Continuing to work on 2020-2021 survey and plan work.

Wilson presented maintenance updates. They were as follows:

- Update on truck break-down. For parts and labor to rebuild the transmission the bill was \$13,227.35. There is a 1 year warranty on the rebuilt transmission.
- Weed spraying contractor will start spraying road ditches in the next couple weeks. The quote we received is for 120 miles at \$135/mile for a total cost of \$16,200.00.
- Started fall mowing
- Hauling winter sand
- Need to replace gravel on some shoulders of paved roads.
- Need to fix a soft spot on a county gravel road
- Some washing of the roads needs to be fixed
- Spraying trees in the right of way

Wilson informed the Board that he has received two quotes to do patching on County Highway 1. Quotes received were as follows:

- | | |
|---|------------------------|
| • Bituminous Paving Inc.
\$48,950.00 | • Duininck \$36,750.00 |
|---|------------------------|

Wilson's recommendation is to go with the low quote from Duininck for \$36,750.00. Motion by Sik, seconded by Drietz to approve the low quote from Duininck of \$36,750.00 to do the patching on County Road 1. All (4) voted in favor.

Wilson informed the Board that the alarm panel in the Highway building will be completed by Ban-Koe Systems Group at a cost of \$2,621.27. An electrician will need to perform some minor work to unhook and re-hook the panel to the system. This replacement will be done soon. Information only.

Wilson is still reviewing the Blazing Star 2 Development Agreement. The projected start date for Blazing Star Phase II is October 14, 2019. Information only.

Robin Sterzinger, Lincoln County Financial Accountant, gave an update on the budget and informed the Board that no other changes are expected and the resolution could be approved today. If changes do arise, an amended resolution could be passed. The final budget is currently at a 1% increase. Motion by Hamer, seconded by Sik to approve Resolution 47-2019 Final 2020 Budget. Commissioner Drietz, Hamer and Sik voted in favor. Commissioner Vizecky voted in opposition. Motion carried by majority vote.

**Resolution No. 47-2019
2020 Certified Levy**

WHEREAS, the County Auditor of Lincoln County, Minnesota, has made and submitted her estimate of expenses and revenues of said County for the year 2020, as required by law, and the County Board of said county have duly examined and considered the same,

NOW THEREFORE BE IT RESOLVED, that there is hereby approved, the following certified levy, be ordered extended against the taxable property of said County of Lincoln for the year 2020. The detail of the County Budget is on file in the County Auditor's Office, Lincoln County Courthouse, Ivanhoe, Minnesota, and may be reviewed during normal business hours.

2020 BUDGET REVENUES / EXPENDITURES

Revenue	2,802,903
Regional Library	59,250
Road & Bridge	1,418,105
Human Services	1,008,591
Debt Service	440,598
TOTAL	5,729,447
Plus Lake Benton LID	50,000
Plus Lake Shaokatan LID	-
Total Levy	5,779,447

Fund 01 - General Government		2020 BUDGET			2019 BUDGET	
		Revenues	Expenditures	Net	Revenues	Expenditures
1	Board of Commissioners	-	174,288	(174,288)	-	185,130
5	Administration	2,345,165	1,124,067	1,221,098	4,872,575	1,128,740
12	Court Administrator	400				
14	Capital Outlay and Improvements	47,693	19,200	(18,800)	45,000	23,100
41	County Auditor/Treasurer	4,900	418,899	2,693	3,900	44,440
42	Drivers License	42,000		(413,999)	35,500	399,652
43	County Treasurer	-	30,000	12,000		25,000
44	Safety Officer/Coordinator	-	-	-	-	-
61	Elections	-	20,358	(20,358)	-	15,858
70	Data Processing	-	46,283	(46,283)	-	8,750
74	Technology / Equipment	20,000	105,000	(105,000)	20,000	103,000
74	Compliance Fund	13,000	33,800	(13,800)	19,360	28,700
91	County Attorney	-	25,900	(12,900)		25,900
101	County Recorder	62,700	186,065	(186,065)	75,300	179,893
101	County Recorder Equipment Fund	12,000	278,555	(215,855)	17,600	258,952
103	County Assessor	-	17,000	(5,000)	-	13,000
111	Courthouse Operations	-	239,131	(239,131)	-	232,913
112	Jail Building	-	234,470	(234,470)	-	218,400
121	Veterans Service Officer	7,500	33,350	(33,350)	7,500	33,350
131	Transportation Department	-	38,101	(30,601)	-	43,061
142	BC/BS Employee Insurance	-	45,000	(45,000)	-	45,000
General Government Totals		2,555,358	3,114,467	(559,109)	5,096,735	3,012,839

Fund 01 - Public Safety		2020 BUDGET			2019 BUDGET	
		Revenues	Expenditures	Net	Revenues	Expenditures
201	County Sheriff	106,100	1,559,085	(1,452,985)	107,050	1,496,180
205	Boat & Water Safety Enforcement	3,000	5,980	(2,980)	2,000	4,950
205.6810	Aeriation Systems	-	2,000	(2,000)	-	1,500
212	ARMER	-	55,500	(55,500)	-	54,000
213	911 Enhancement Program	76,000	85,000	(9,000)	75,200	70,000
222	County Coroner	-	19,000	(19,000)	-	18,000
251	Probation Officer	11,305	50,726	(39,421)	10,521	48,597
252	Adult Probation Programming	1,500	-	1,500	2,000	-
281	Emergency Management	16,000	108,016	(92,016)	101,000	188,694
Public Safety Totals		213,905	1,885,307	(1,671,402)	297,771	

	1,881,921
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Fund 01 - Public Works/Sanitation	2020 BUDGET			2019 BUDGET	
	Revenues	Expenditures	Net	Revenues	Expenditures
392 Landfill/Solid Waste	385,500	376,690	8,810	384,500	364,568
Public Works Totals	385,500	376,690	8,810	384,500	364,568

Fund 01 - Public Health	2020 BUDGET			2019 BUDGET	
	Revenues	Expenditures	Net	Revenues	Expenditures
431 Public Health	-	81,070	(81,070)	-	78,122
Public Health Totals	-	81,070	(81,070)	-	78,122

Fund 01 - Culture & Recreation	2020 BUDGET			2019 BUDGET	
	Revenues	Expenditures	Net	Revenues	Expenditures
512 Regional Library - Plum Creek Library	-	59,250	(59,250)	53,936	53,936
521 County Parks	202,000	295,360	(93,360)	202,000	265,246
549.6861 Historical Society	-	10,000	(10,000)	-	8,000
549.6862 SMAHC (Arts)	-	650	(650)	-	650
608 Trails Grant - Snowmobile	25,000	25,000	-	25,000	25,000
Culture & Recreation Totals	227,000	390,260	(163,260)	280,936	352,832

Fund 01 - Conservation/Natural Resources	2020 BUDGET			2019 BUDGET	
	Revenues	Expenditures	Net	Revenues	Expenditures
605.605 Environmental Office	-	-	-	-	-
605.606 Planning & Zoning (Env)	32,397	32,397	-	38,837	38,837
605.607 Street Sign Addressing (Env)	20,434	20,434	-	10,434	10,434
605.610 Buffer Enforcement	105,000	84,546	20,454	105,000	73,789
605.624 Feedlot (Env)	71,500	71,477	23	71,500	71,500
605.651 Aquatic Invasive Species (Env)	64,885	64,885	-	64,885	64,885
611 County Extension	50	124,822	(124,772)	50	117,872
625 ISTS (Env)	39,500	39,500	-	44,119	44,119
625 ISTS Loan Payments (Sp Assess)	139,472	139,472	-	164,208	164,208
631 Water MGMT Task Force (SWCD)	15,488	18,843	(3,355)	15,488	18,843
635 BWSR Grant (SWCD)	8,778	8,778	-	8,778	8,778
649.6863 Agr Society (Fair)	-	37,425	(37,425)	-	36,500
649.6864 Soil Conservation SWCD	-	150,000	(150,000)	-	140,400
649.6865 Are II MN River Basin	-	4,822	(4,822)	-	4,822
649.6866 RC-RCA (Red-Cott)	-	5,175	(5,175)	-	5,175
Conservation/Natural Resources Totals	497,504	802,576	(305,072)	523,299	800,162

OTHER ECONOMIC DEVELOPMENT	2020 BUDGET			2019 BUDGET	
	Revenues	Expenditures	Net	Revenues	Expenditures
798-6859 Highway 23 Coalition	-	1,000	(1,000)	-	-
798-6860 MN Rural Counties	-	2,200	(2,200)	-	-
798-6868 Explore SW MN	-	1,000	(1,000)	-	1,000
798-6869 SW MN Tourism Association	-	300	(300)	-	300

798-6871	SW Initiative Foundation	-	1,940	(1,940)	-	1,940
798-6872	Enterprise Development Corp (LCEDC)	-	60,000	(60,000)	-	60,000
798-6873	Rural MN Energy Board	-	2,500	(2,500)	-	8,836
798-6874	A C E of SW MN (RSVP)	-	16,230	(16,230)	-	15,341
798-6876	Legion / VFW (MSA 375-35)	-	1,800	(1,800)	-	1,300
798-6877	SW MN Workforce Council	-	2,080	(2,080)	-	2,080
798-6878	County Council on Aging	-	2,000	(2,000)	-	2,000
Other Economic Development Totals		-	91,050	(91,050)	-	92,797

1	Fund 1 Totals	3,879,267	6,741,420	(2,862,153)	6,583,241	6,583,241
Levy and Aid Necessary to Balance				(2,862,153)		
Surplus/(Spend Down)				-		
General Revenue Levy				(2,862,153)		

Fund 03 - Road and Bridge Fund		2020 BUDGET			2019 BUDGET	
		Revenues	Expenditures	Net	Revenues	Expenditures
300	Revenues	5,091,350	-	5,091,350	5,329,977	-
301	Administration	-	633,437	(633,437)	-	620,553
302	Engineering	-	215,398	(215,398)	-	186,573
303	Authorized Work	-	-	-	-	-
311	Highway Maintenance	-	1,142,292	(1,142,292)	-	1,189,562
321	Construction	-	3,554,857	(3,554,857)	-	2,473,346
331	Equipment Maintenance	-	800,857	(800,857)	-	705,221
341	Shop Maintenance	-	152,439	(152,439)	-	143,222
361	Accounts Receivable	-	10,175	(10,175)	-	11,500
3	Fund 3 Totals	5,091,350	6,509,455	(1,418,105)	5,329,977	5,329,977
Levy and Aid Necessary to Balance				(1,418,105)		
Surplus/(Spend Down)				-		
R&B Levy				(1,418,105)		

Fund 05 - Human Services Fund		2020 BUDGET			2019 BUDGET	
		Revenues	Expenditures	Net	Revenues	Expenditures
5	Human Services	-	1,008,591	(1,008,591)	978,833	978,833
5	Fund 5 Totals	-	1,008,591	(1,008,591)	978,833	978,833
Levy and Aid Necessary to Balance				(1,008,591)		
Surplus/(Spend Down)				-		
Human Services Levy				(1,008,591)		

Fund 31 - Debt Service		2020 BUDGET			2019 BUDGET	
		Revenues	Expenditures	Net	Revenues	Expenditures
381	2011A G O Bond	-	138,588	(138,588)	210,774	210,774
385	2012A R & B Reconst Rev Bond	-	302,010	(302,010)	211,150	211,150
3	Fund 31 Totals	-	440,598	(440,598)	421,924	421,924
1	Levy and Aid Necessary to Balance				(440,598)	
Surplus/(Spend Down)				-		
Debt Service Levy				(440,598)		

TOTALS	8,970,617	14,700,064	(5,729,447)	13,313,975	13,313,975
PROPERTY TAXES	5,729,447			5,672,867	5 (2019 Tax Levy)
LBLID ASSESSMENT	50,000		LBLID & LSLID ASSESSMENTS	50,000	
LSLID ASSESSMENT	-			-	
GRAND TOTALS	14,750,064	14,700,064		13,363,975	13,313,975
AMOUNT PROPERTY TAX CHANGE	\$ (56,580)				5
PERCENT CHANGE	1.00%				

County Wide Summary		2020
Total County Levy and Aid Necessary to Balance		5,729,447
Desired Surplus/(Spend Down)		-
Total LBLID Levy and Aid Necessary to Balance		50,000
Total LSLID Levy and Aid Necessary to Balance		-
Total Resulting Levy		5,779,447

Fund 40 - Ditch Fund	2020 BUDGET			2019 BUDGET	
	Revenues	Expenditures	Net	Revenues	Expenditures
40 Ditches	327,400	297,493	29,907	218,478	218,478
Fund 40 Totals	327,400	297,493	29,907	218,478	218,478
Levy and/or Aid Necessary to Balance			29,907		
Surplus/(Spend Down)			-		
Ditch Levy			29,907		

Fund 91 - Solid Waste Task Force	2020 BUDGET			2019 BUDGET	
	Revenues	Expenditures	Net	Revenues	Expenditures
832 Joint Powers Solid Waste	300	13,100	(12,800)	12,300	13,100
Fund 91 Totals	300	13,100	(12,800)	12,300	13,100
Levy and/or Aid Necessary to Balance			(12,800)		
Surplus/(Spend Down)			-		
Solid Waste Levy			(12,800)		

Fund 92 - Lake Benton Lake Improvement District	2020 BUDGET			2019 BUDGET	
	Revenues	Expenditures	Net	Revenues	Expenditures
816 LB Lake Imp Dist	82,300	153,500	(71,200)	75,300	153,500
Fund 92 Totals	82,300	153,500	(71,200)	75,300	153,500
Levy and/or Aid Necessary to Balance			(71,200)		
Surplus/(Spend Down)			-		
Debt Service Levy			50,000		

Fund 93 - Lake Shaokatan Lake Improvement District	2020 BUDGET			2019 BUDGET	
	Revenues	Expenditures	Net	Revenues	Expenditures
813 LS Lake Imp Dist	-	60,000	(60,000)	35,000	60,000
Fund 93 Totals	-	60,000	(60,000)	35,000	60,000
Levy and/or Aid Necessary to Balance			-		
Surplus/(Spend Down)			-		

ADOPTED by majority vote, this 1st day of October, 2019.

ATTEST:

Mic VanDeVere, 2019 Board Chair

Deb Vierhuf, County Auditor

Sterzinger discussed designating the Prime West and Broadband dollars that were budgeted in 2019. If we designate these dollars and do not end up using the dollars for the purpose designated, they can be undesignated. Motion by Drietz, seconded by Hamer to designate \$375,000.00 to account 01-000-000-0000-2820 for Prime West and \$575,000.00 to account 01-000-000-0000-2821 for Broadband. All (4) voted in favor.

Committee Reports were given:

- Drietz – CPT ECVR Armor Radio,
- Hamer – UCAP Transit
- Sik – SWCD, SWHHS, Plum Creek Library
- VanDeVere – Absent
- Vizecky – None

Auditor Warrants were presented.

Motion by Vizecky, seconded by Hamer to approve the following Commissioner Warrants #11236-#11282 for the following amounts: Revenue – \$59,394.13, Road & Bridge - \$57,011.46, Debt Service - \$3,300.00, and Ditch - \$5,511.60. All (4) voted in favor.

The following bills were over \$2,000.00 per M.S. 375.12: AAA Striping Service Co. - \$39,199.88, Ag Plus Cooperative - \$10,608.79, Central Specialties Inc. - \$2,764.20, Ehlers & Associates Inc. - \$3,300.00, Ellingboe Well Drilling LLC - \$18,126.88, Ground Works, LLC - \$4,283.75, Pro Vision Inc. - \$2,950.16, Renville Sales Inc. - \$18,142.10, TE Underground LLC - \$9,900.00 and 38 payments less than \$2,000.00 - \$15,941.43.

Deb Vierhuf, Lincoln County Auditor, presented a letter of resignation from Robin Sterzinger. Motion by Vizecky, seconded by Sik to accept the letter of resignation from Robin Sterzinger. All (4) voted in favor.

Vierhuf presented an updated job description for the Financial Accountant. Motion by Hamer, seconded by Drietz to approve the updated job description for the Financial Accountant/Deputy Auditor. All (4) voted in favor.

Vierhuf presented a proposed wage schedule but would like leeway to discuss wages at the time of hire based on qualifications with the Board. The Board felt that we should hold off on approving a wage schedule and leave the wage as negotiable at the time of hire. Information only.

Vierhuf informed the Board that a Fiscal Agent Agreement needs to be approved in order to pay Minnesota Association of County Health Plans so they will have funds to pay for legal fees and expenses related to Mediation to have Prime West as the single plan for Lincoln County. Motion by Vizecky, seconded by Hamer to approve the Fiscal Agent Agreement for retaining Lockridge Grindal Nauen for mediation and pay Minnesota Association of County Health Plans in the amount of \$4,166.67 as the Fiscal agent which represents Lincoln County’s share of the anticipated LGN legal fees and expenses related to Mediation to have Prime West as the single plan for Lincoln County. All (4) voted in favor.

Motion by Hamer, seconded by Sik to approve voiding warrant #11124 for \$18,142.10 to Renville County Treasurer due to clerical error and reissue a check to Renville Sales Inc. which is in the Commissioner Warrants for today’s meeting. All (4) voted in favor.

Motion by Sik, seconded by Hamer to adjourn at 10:19 a.m. All (4) voted in favor.

SIGNED:

ATTEST:

(SEAL)

Mic VanDeVere, 2019 Board Chair

Deb Vierhuf, County Auditor-Treasurer