

**LINCOLN COUNTY BOARD OF COMMISSIONERS
MEETING MINUTES**

November 17, 2020
Courthouse Assembly Room
Ivanhoe, MN 56142

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

Motion by Hamer, seconded by VanDeVere to approve the consent agenda which included approval of the minutes from November 3, 2020 and the agenda for November 17, 2020. All voted in favor.

Bruce Nielsen, Lincoln County Assessor, informed the Board that interviews were completed for the Lincoln County Assessor position. Nielsen recommended hiring Jean Nelson as Lincoln County Assessor. Motion by VanDeVere, seconded by Sik to approve hiring Jean Nelson as Lincoln County Assessor at a base amount of \$60,000 with a \$3,000 increase once the SAMA is obtained, effective November 30, 2020. All voted in favor.

Nielsen informed the Board that another Commissioner should take the Board of Equalization training so that we have at least two commissioners with that training. Information only.

At 9:10 a.m. a public hearing was held regarding liquor applications for the Hendricks Golf Club Association and the Knotty Pine Supper Club. Motion by Sik, seconded by Drietz to approve the intoxicating on-sale liquor licenses for the Hendricks Golf Club Association and the Knotty Pine Supper Club for the period of January 1, 2021 to December 31, 2021. All voted in favor.

Jody Hexem, ACE Aging and Volunteer Services Coordinator, was present for an introduction to the Board. Hexem gave an update on the following items:

- Hexem is in the office 29 hours per week
- The food shelf programs are going well in Ivanhoe, Tyler and Lake Benton and they are looking into getting a food shelf program in Hendricks.
- The Respite program is going strong.

Information only.

Michelle Baumhoefner, ACE Executive Director gave an update on the following items:

- Baumhoefner thanked the County for their continued support.
- Hexem has been working since 6/1 and is doing a great job.
- Lincoln County has 353 active volunteers which is equivalent to 17% of the total volunteers.
- ACE volunteer hours is equivalent to 130 full time employees.

Information only.

Chris Cauwels, SWMHHS IT Director, informed the Board that we are in need of a new storage unit. Two of the storage units are past the 5 year life. We should have 3 different backups for disaster recovery with one off site. Cauwels presented two quotes. They were as follows:

- CDWG \$1,169.83
- The Computer Man \$1,229.99

Cauwels recommendation is to go with The Computer Man due to the amount of service they provide with their products. Motion by VanDeVere, seconded by Hamer to approve the computer storage quote from the The Computer Man in the amount of \$1,229.99. Commissioner Drietz, Hamer, Sik and VanDeVere voted in favor. Commissioner Vizecky voted in opposition. Motion carried by majority vote.

Amber Scholten, Emergency Management, provided a list of projects she has been working on. Scholten would like some direction on our door attendant. Scholten also gave the recent COVID statistics in our area. Information only.

Additional discussion was held on the door attendant. The attendant will be at the door through December 1st and it will be discussed again by the COVID committee. Information only.

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

- Advertising Paving and Box Culvert bids with bid opening on November 30th and awarding the bids at the December 1st meeting.
- Continue to work on projects for 2021 and 2022

Information only.

Wilson presented maintenance updates. They were as follows:

- Snow and ice removal and control

- Additional dirt will be coming from the wind towers to fill in the land next to the Highway building.
- Maintenance work is being completed on 3 of the graders.
- Will maintain gravel roads as weather permits.
- Will be working on some tree removal as weather permits.
- An energy audit was completed at the Lake Benton shop by Ottertail. Some items will be worked on that were noted on the audit.

Information only.

Wilson introduced Erik Hansen, the new Engineer's Assistant, to the Board. Information only.

Wilson presented some funding projections from the State of MN. The current projection is a 16% decrease in funding. Commissioner VanDeVere mentioned that at the AMC meeting, they had given a new projection of an 11% decrease. More accurate numbers will be coming in December. Information only.

Wilson is looking at replacing Unit #28 and Unit #45. A quote from Karl Chevrolet was presented which is a State bid. This unit was budgeted in 2019 but purchase was delayed due to some other maintenance issues. Wilson will bring back some numbers at the next meeting for approval. Information only.

Robert Olsen, Environmental, presented the AIS Prevention Plan for approval. We currently receive \$64,030 per year for AIS funding and it looks like the funding will remain the same. Motion by VanDeVere, seconded by Sik to approve the AIS Prevention Plan. All voted in favor.

Olsen informed the Board that he and staff have attended continuing education for the septic system requirements in Mankato. Information only.

Kristina Richmond, Deputy Auditor-Treasurer, presented the list of the second round of grants. There are 5 additional recipients in this second round as well as additional expenses from the first round of recipients. After all expenses are paid and grants issued, we have overspent the funds by about \$14,003.60. We will continue to track these expenses in case additional funds become available. We will be receiving an additional bill from SWMHHS which we have estimated at \$5,000.00. Richmond requested approval of the second round of grants. Motion by Sik, seconded by VanDeVere to approve the second round of grants per list provided by Richmond. Commissioner Drietz, Hamer, Sik and VanDeVere voted in favor. Commissioner Vizecky voted in opposition. Motion carried by majority vote.

Rick Drietz, Maintenance Supervisor, was present to discuss the Law Enforcement Roof repair quotes. The quote received from Pro-Tec was in the amount of \$3,860.00. This does include additional spots to be repaired. Rick's Roofing quote of \$1,900.00 includes only the spots that need to be repaired currently. If we stay with that quote, he can come back a second time and still would remain below the Pro-Tec quote. Motion by VanDeVere, seconded by Hamer to stay with the original quote from Rick's Roofing in the amount of \$1,900.00 to repair the Law Enforcement Roof. Commissioner Drietz, Hamer, Sik and VanDeVere voted in favor. Commissioner Vizecky voted in opposition. Motion carried by majority vote.

Chad Meester, Lincoln County Sheriff, presented quotes to replace the squad car that was totaled. MCIT will be sending \$28,779.00 in insurance proceeds for the totaled vehicle. Meester requested acceptance of the insurance dollars. Motion by Sik, seconded by VanDeVere to accept the MCIT proceeds in the amount of \$28,779.00. All voted in favor.

Meester submitted two quotes. They were as follows:

- Dodge Durango/Burnsville \$35,387.00
- John Jones/Salem \$34,768.00

The Dodge Durango out of Burnsville would not be received for 6-12 weeks. The squad from John Jones in Salem, IN would be received in 2-3 week. Meester's recommendation is to go with the squad from John Jones. Motion by Sik, seconded by VanDeVere to purchase the squad from John Jones out of Salem Indiana in the amount of \$34,768.00 which after the insurance proceeds of \$28,779.00 would have a net cost of \$5,989.00. All voted in favor.

Meester informed the Board that a 2021 squad will need to be ordered right after the first of the year due to the amount of time it is taking to receive the new squad. Meester has budgeted for two new squads in 2021. Information only.

Meester requested decommissioning the 2011 and 2012 Tahoe squads to be sold on MN bid. Motion by Sik, seconded by Hamer to decommission the 2011 and 2012 Tahoe squads to be sold on MN bid. All voted in favor.

Daryl Schlapkohl, Lincoln County Parks Manager, requested approval of a dock purchased at Picnic Point in the amount of \$5,600.00. Motion by Sik, seconded by VanDeVere to approve the purchase of a dock at Picnic Point in the amount of \$5,600.00 from Rick's Welding. All voted in favor.

Committee Reports were given:

Drietz – None
Hamer – None

Sik – Personnel
VanDeVere – PrimeWest, District 8 AMC, Personnel, SW Regional Development, COVID
Committee, AMC
Vizecky – None

Auditor Warrants were presented.

Motion by Hamer, seconded by Sik to approve the following Commissioner Warrants #14160 - #14247 for the following amounts: Revenue - \$144,930.19, Road & Bridge - \$31,371.61, Debt Service - \$16,496.60, and Ditch - \$37.40. All voted in favor.

The following bills were over \$2,000.00 per M.S. 375.12: Black Strap Inc. - \$4,394.03, Buffalo Ridge Concrete Inc. - \$2,026.50, The Computer Man Inc. - \$14,620.84, Counties Providing Technology - \$5,266.00, Developmental Services Inc. - \$2,000.00, Force America Distributing LLC - \$7,654.86, Ground Works, LLC - \$16,496.60, HP Inc - \$55,188.75, Istate Truck, Inc. - \$2,981.24, Liberty Tire Services LLC - \$5,963.95, MN Pollution Control Agency - \$14,735.98, Pavek Renovation & Const. LLC - \$2,188.00, Renodry USA - \$8,000.00, SeaChange - \$2,631.64, Southwest Glass Center, Inc. - \$2,957.97, Southwest Health and Human Services - \$9,461.04, Ziegler Power Systems (CAT) - \$6,590.94 and 71 payments less than \$2,000.00 - \$29,677.46.

Deb Vierhuf, Lincoln County Auditor-Treasurer, requested approval of the 2020 Audit Engagement Letter. Motion by Hamer, seconded by Sik to approve the 2020 Audit Engagement Letter. All (4) voted in favor.

Vierhuf requested approval of the updated Deputy Auditor-Treasurer job description. Motion by Sik, seconded by Vizecky to approve the updated Deputy Auditor-Treasurer job description. All (4) voted in favor.

Motion by VanDeVere, seconded by Hamer to adjourn at 10:42 a.m. All voted in favor.

ATTEST: (SEAL)

Joe Drietz, 2020 Board Chair

Deb Vierhuf, County Auditor-Treasurer