

**LINCOLN COUNTY BOARD OF COMMISSIONERS  
MEETING MINUTES**

January 3, 2023  
Courthouse Commissioner Room  
Ivanhoe, MN 56142

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

The Oath of Office was given to Mic VanDeVere, County Commissioner District 2, Joseph Drietz, County Commissioner District 4, Michelle Facile, Lincoln County Recorder, Chad Meester, Lincoln County Sheriff and Deborah Vierhuf, Lincoln County Auditor-Treasurer.

Commissioner Sik called for nominations three times for the 2023 Board Chair. Commissioner Nielsen nominated Commissioner Sik as 2023 Board Chair. Motion by Drietz, seconded by VanDeVere to cease nominations and cast a unanimous ballot for Corey Sik as the 2023 Board Chair. All (4) voted in favor.

Commissioner Sik called for nominations three times for the 2023 Vice Board Chair. Commissioner VanDeVere nominated Commissioner Nielsen as the 2023 Vice Board Chair. Motion by Drietz, seconded by VanDeVere to cease nominations and cast a unanimous ballot for Dean Nielsen as the 2023 Vice Board Chair. All (4) voted in favor.

Motion by VanDeVere, seconded by Drietz to approve the consent agenda which included approval of the minutes from December 20, 2022, and the agenda for January 3, 2023. All (4) voted in favor.

Motion by Nielsen, seconded by VanDeVere to approve Resolution No. 01-2023 (Mileage Rate and Meal Reimbursement). All (4) voted in favor.

**Resolution No. 01-2023  
2023 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 **\$40.00 per day** be allowed for meal reimbursement, providing receipts and/or reimbursement forms are submitted with request for payment.

**ADOPTED** by unanimous vote, this 3<sup>rd</sup> day of January, 2023.

ATTEST:

\_\_\_\_\_  
Corey Sik, 2023 Board Chair

\_\_\_\_\_  
Deb Vierhuf, County Auditor-Treasurer

Motion by Drietz, seconded by VanDeVere, to approve Resolution No. 02-2023 (Setting Time/Days). All (4) voted in favor.

**RESOLUTION 02-2023  
Setting Time/Days for 2023 Regular Meetings  
(MSA 375.07)**

**BE IT RESOLVED** that the first and third Tuesdays of each month for the year 2023, 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 17, 2023, and the months of February 2023, through January 2, 2024, all in accordance with M.S.A. 375.07 with the exception of the second meeting in June (Board of Equalization) and the first meeting in December (TNT) which will be held at 4:00 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 3<sup>rd</sup> day of January 2023.

ATTEST:

\_\_\_\_\_  
Corey Sik, 2023 Board Chair

\_\_\_\_\_  
Deb Vierhuf, County Auditor-Treasurer

Motion by Drietz, seconded by Nielsen, to approve Resolution No. 03-2023 (Pre-Authorization for Payments). All (4) voted in favor.

**RESOLUTION No. 03-2023**

**Pre-Authorized Payments by Auditor's Warrant(s)**

**BE IT RESOLVED**, that the County Auditor-Treasurer 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, all ACH's/EFT's and County Attorney and County Sheriff contingency claims.

Said claims to be paid upon proper presentation of claims during the year 2023.

All claims following the last Commissioner meeting of the year until December 31, 2023.

**BE IT RESOLVED**, that the County Auditor-Treasurer 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 3<sup>rd</sup> day of January 2023.

ATTEST:

\_\_\_\_\_  
Corey Sik, 2023 Board Chair

\_\_\_\_\_  
Deb Vierhuf, County Auditor-Treasurer

Motion by Drietz, seconded by Nielsen to approve Resolution No. 04-2023(Soil Water Payments). All (4) voted in favor.

**RESOLUTION No. 04-2023  
2023 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, 2023;

**NOW THEREFORE BE IT RESOLVED** that the County of Lincoln, Minnesota, hereby appropriates the sum of \$140,595.00 for Soil Conservation purposes, and an additional allocation of \$3,355.00 for the local match for 2023, beginning January 1, 2023, and ending December 31, 2023, all in accordance with M.S.A 103C.331, Subd.16.

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

\$46,865.00 payment on January 22, 2023  
\$46,865.00 payment on June 23, 2023  
\$46,865.00 payment on October 20, 2023  
\$3,355.00 Local match payment on October 20, 2023

**BE IT FURTHER RESOLVED** that the county Auditor-Treasurer is hereby authorized to issue her warrant for said amounts/payments as scheduled above (Revenue Fund/SWCD Account).

**ADOPTED** by majority vote this 3<sup>rd</sup> day of January, 2023.

ATTEST:

\_\_\_\_\_  
Corey Sik, 2023 Board Chair

\_\_\_\_\_  
Deb Vierhuf, County Auditor-Treasurer

Motion by Nielsen, seconded by VanDeVere, to approve Resolution No. 05-2023 appointing Dustin Hauschild as Ag Inspector. All (4) voted in favor.

**RESOLUTION No. 05-2023  
(Agriculture Inspector Appointment)**

**WHEREAS**, provision is made in M.S.A 18.80, Subd. 1, for the appointment of a County Agricultural Inspector.

**NOW THEREFORE BE IT RESOLVED**, that Dustin Hauschild, 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, 2023 to December 31, 2023.

**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 2023.

**ADOPTED** by unanimous vote, this 3<sup>rd</sup> day of January, 2023.

ATTEST:

\_\_\_\_\_  
Corey Sik, 2023 Board Chair

\_\_\_\_\_  
Deb Vierhuf, County Auditor-Treasurer

Motion by Drietz, seconded by VanDeVere, to approve Resolution No. 06-2023 (Designation of Depositories). All (4) voted in favor.

**Resolution 06-2023  
2023 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 Auditor-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)
- US Bank
- 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 3<sup>rd</sup> day of January 2023.

ATTEST:

\_\_\_\_\_  
Corey Sik, 2023 Board Chair

\_\_\_\_\_  
Deb Vierhuf, County Auditor-Treasurer

Motion by Drietz, seconded by VanDeVere to approve Resolution 07-2023 – Personnel Committee Authorization. All (4) voted in favor.

**RESOLUTION No. 07-2023  
Personnel Committee**

**WHEREAS**, the Personnel Committee is made up of the Board Chair, the Board Vice Chair, Commissioner Steve Hauswedell as an alternate, and the Lincoln County Auditor-Treasurer and is involved in the interviewing of County positions. Upon a recommendation by the Department Head and the Personnel Committee, hires are approved by the full Board.

**WHEREAS**, it would be beneficial to allow the Personnel Committee to approve posting and advertising to fill positions currently held as employees leave. All new positions will need to go through the full Board.

**NOW THEREFORE BE IT RESOLVED** that the Personnel Committee is authorized to approve posting and advertising to fill current positions as employees leave.

**ADOPTED** by majority vote this 3<sup>rd</sup> day of January, 2023.

ATTEST:

\_\_\_\_\_  
Corey Sik, 2023 Board Chair

\_\_\_\_\_  
Deb Vierhuf, County Auditor-Treasurer

Motion by Nielsen, seconded by VanDeVere to approve Resolution 08-2023 – County Printing Bid. All voted in favor.

**Resolution No. 08-2023  
County Printing Bid**

**BE IT RESOLVED**, that the Lincoln County Editorial Association was awarded said County Printing Bid for 2021, 2022, 2023 and 2024 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 3<sup>rd</sup> day of January 2023.

ATTEST:

\_\_\_\_\_  
Corey Sik, 2023 Board Chair

\_\_\_\_\_  
Deb Vierhuf, County Auditor-Treasurer

Motion by VanDeVere, seconded by Nielsen to approve Resolution No. 09-2023 Petty Cash Balances. All (4) voted in favor.

**Resolution No. 09-2023  
Petty Cash**

**BE IT RESOLVED**, that Lincoln County needs various petty cash accounts to do departmental business.

**BE IT FURTHER RESOLVED**, that we have petty cash balances as follows:

- Auditor/Treasurers Office                      \$500.00
- Sheriff's Office                                      \$50.00
- Environmental Office                                \$50.00

**BE IT FURTHER RESOLVED**, that the Lincoln County Board approves the 2023 petty cash balances in the Auditor/Treasurer's office, the Sheriff's office and the Environmental office.

**ADOPTED** by unanimous vote this 3<sup>rd</sup> day of January 2023.

ATTEST:

\_\_\_\_\_  
Corey Sik, 2023 Board Chair

\_\_\_\_\_  
Deb Vierhuf, County Auditor/Treasurer

Motion by Nielsen, seconded by Drietz, to approve the 2023 corporate authorization signatures related to Bank of the West of Ivanhoe, MN for the county banking procedures and administration to be Corey R Sik, 2023 Board Chair, Deborah M Vierhuf, Lincoln County Auditor-Treasurer and Jodette M Otto, Lincoln County Deputy Auditor-Treasurer. All (4) voted in favor.

Motion by Drietz, seconded by VanDeVere, to approve the reviewed 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.

Discussion was held on Committee Appointments for 2023. Motion by VanDeVere, seconded by Nielsen to approve the 2023 committee appointments/Re-appointments. All (4) voted in favor.

**Lincoln County Commissioner Committee Appointments – 2023**

- |   |   |
|---|---|
| 18 County Adult Mental Health                   | Nielsen (Alternate VanDeVere)             |
| 5 <sup>th</sup> District Public Defender        | Sik (Alternate VanDeVere)                 |
| ACE of SW MN Board                              | Nielsen (Alternate Drietz)                |
| Affirmative Action Officer                      | Sik (Alternate VanDeVere)                 |
| AMC Committees                                  | All Commissioners                         |
| AMC Voting Delegates                            | VanDeVere (Alternate Drietz)              |
| Area II Water                                   | Drietz (Alternate Sik)                    |
| Audit   | Sik & Nielsen                             |
| Building/Capital Improvement                    | VanDeVere/Hauswedell                      |
| Broad Band Task Force                           | VanDeVere & Drietz (Alternate Hauswedell) |
| Community Awareness & Emergency Response (CARE) | VanDeVere                                 |
| County Council on Aging                         | Nielsen                                   |

County Park Board	VanDeVere (Alternate Sik)
Counties Providing Technology	Drietz (Alternate VanDeVere)
Daytime Activity Center	VanDeVere
Dead Coon Lake Issues	VanDeVere & Hauswedell (both as delegates)
Emergency Communications Board	Sik (Alternate Drietz)
Explore SW Minnesota/Travel SW MN	Sik (Alternate Hauswedell)
Extension Committee	Nielsen (Alternate Hauswedell)
Health/Safety	Drietz (Alternate Sik)
Supporting Hands (SWHHS)	VanDeVere (Alternate Sik)
Highway Round Table	All Commissioners
Hwy 23 Coalition	VanDeVere
Hwy 68 Coalition	Hauswedell
Insurance Committee	Drietz
J.C.D #12 Drainage (Lyon)	Hauswedell, Drietz, Sik (Anderson/Crowley)
J.C.D. #31 branch 24 Drainage (Lyon)	Drietz/Hauswedell (Anderson/Crowley/Sanow)
J.C.D. #16 Drainage (Pipestone)	VanDeVere, Sik, Drietz, Hauswedell
Juvenile Detention Center	Sik
Labor Management	Sik (Alternate VanDeVere)
LacQuiParle Watershed Advisory	Drietz (Alternate Sik)
LacQuiParle Yellow bank Partnership	Drietz (Alternate Sik)
Land Use/Zoning	All Commissioners
Law Library	Sik
LBLID	Sub Committee – Sik & VanDeVere (Alternate Hauswedell)
Legacy Park Committee	VanDeVere/Sik (Alternate Drietz)
Lincoln Co Enterprise Dev	Nielsen (Alternate Drietz)
Lincoln County Board of Appeals	All Commissioners
Lincoln County H R A	Sik (Alternate Hauswedell)
Lincoln County Library Board	Sik
Lincoln SWCD Board Representative	Drietz & all Commissioners as alternates
LSLID	Nielsen ( Alternate VanDeVere)
MCIT	All Commissioners per Board Approval
MN Rural Counties	Nielsen (Alternate Drietz, Hauswedell, Sik, VanDeVere)
Negotiating Committee/Personnel - HIGHWAY - COURTHOUSE	Sik/Nielsen (Alternate Hauswedell)
Negotiating Committee/Personnel - SHERIFF	Sik/Nielsen (Alternate Hauswedell)
Nutrition Council	VanDeVere
Missouri River Watershed Policy Committee	Drietz (Alternate Sik)
Plum Creek Library Board	Sik (Alternate VanDeVere)
Prairieland Economic Development	Nielsen
Prime West	VanDeVere (Alternate Hauswedell)
RCRCA	Drietz (Alternate Sik)
Regional Advisory Board (RAC)	Sik, Amber Scholten Voting member (Alternate Chad Meister)
Road & Bridge Committee	Drietz/VanDeVere
Road Inspection Committee	All County Board Members
Rural MN Energy Board	VanDeVere (Alternate Drietz)
Solid Waste Recycling Comm.	VanDeVere & Nielsen (Alternate Sik)
Southern MN Tourism Assoc.(State/per-capita)	Sik
Step II Grievance	Nielsen & VanDeVere (Alternate Hauswedell)
Step III Grievance	All Commissioners
SW Emergency Med. Services	Amber (Alternate Hauswedell)
SW Environmental Task Force	Sik
SW MN PIC Council/SW MN Workforce Development Council	Sik (Alternate Hauswedell)
SW Regional Development	VanDeVere
SWMHHS Health	Hauswedell (Alternate Sik)
SWMHHS Human Services	VanDeVere (Alternate Nielsen)
Transit Representative	VanDeVere
Water Management Task Force( C&VC)	Drietz (Alternate Sik)
United Community Action	VanDeVere (Alternate Hauswedell)
Western Mental Health	Hauswedell (Alternate VanDeVere)
Western Mental Health Dev. Selection	Hauswedell (Alternate VanDeVere)
Wind Power Committee/Mtgs.	All Commissioners
Yellow Medicine Watershed Advisory	Drietz (Alternate Sik)
Yellow Medicine One Watershed One Plan	Drietz (Alternate Sik)

Deb Vierhuf, Lincoln County Auditor-Treasurer, asked for approval of the AMC Committees for 2023. Motion by VanDeVere, seconded by Drietz to approve the 2023 AMC Committees as follows:

- Environment & Natural Res. Policy Committee – Commissioner Hauswedell
- General Government Policy Committee – Commissioner Drietz
- Health & Human Services Policy Committee – Commissioner Sik
- Public Safety Policy Committee – Commissioner Nielsen
- Transportation & Infrastructure Policy Committee – Commissioner VanDeVere

And to appoint the following individuals as AMC voting delegates.

- Commissioner Drietz
- Commissioner Hauswedell
- Commissioner Nielsen
- Commissioner Sik
- Commissioner VanDeVere
- Auditor-Treasurer Deb Vierhuf
- Emergency Management Director Amber Scholten

All (4) voted in favor.

Michelle Facile, Lincoln County Recorder, presented her compliance report for the year 2022. Facile stated that within her office 90% of the documents need to be sent in, recorded and returned within 11 business days. The presented report showed that 100% of the documents in 2022 met this 11 day turn around. Information only.

Dustin Hauschild, Lincoln County Environmental, informed the Board that he has 3 members of the Planning and Zoning Board of Adjustment that need to be reappointed. Motion by VanDeVere, seconded by Nielsen to reappoint the following members to the Planning and Zoning Board of Adjustment.

- Rich Borresen – District 2 – 3-year term
- Mike Rybinski – At Large – 2-year term
- Wendy Sterzinger – District 3 – 3-year term

All (4) voted in favor.

Hauschild informed the Board that he has hired a high-school kid to keep the Hendricks Rural Garbage site picked up. Information only.

Hauschild gave an update on the land use permits. The permits were down from 68 in 2021 to 56 in 2022, but the cost of construction was up 220%. The cost was up 189% over the 5 year average and 237% over the 10 year average. Septic permits were down from 30 in 2021 to 25 in 2022. There has been an increase on septic loans. Information only.

Hauschild informed the Board that Lincoln County did not qualify for the Greater MN Recycle Grant. Information only.

Rick Drietz, Lincoln County Maintenance, presented additional information on the HVAC project. He did receive estimated quotes for the electrical and this amount is \$37,000.00 for all three floors. With this new information the Board was in favor of the project moving forward. Motion by Drietz, seconded by VanDeVere to approve the HVAC updated quote from Bisbee in the amount of \$115,000.00 for the first floor which includes the maintenance room in the basement. All (4) voted in favor.

The Oath was given to Glen Petersen, Lincoln County Attorney.

Joe Wilson, Lincoln County Engineer, was present to give project updates. They were as follows:

- Continue to prepare plans for bridges, paving, ADA Pedestrian Ramp, and seal coat projects.
- The majority of the 22 bridge inspections have been reviewed and approved.

Wilson presented maintenance updates. They were as follows:

- Snow removal
- Repairs on equipment

Wilson informed the Board that he continues to work on finalizing and closing out projects from 2020 and 2021. Information only.

Wilson requested approval for Resolution 10-2023 MN dot Delegated Contract Process Agreement. Motion by Nielsen, seconded by Drietz to approve Resolution 10-2023 MN dot Delegated Contract Process Agreement. All (4) voted in favor.

#### **RESOLUTION FOR AGENCY AGREEMENT 10-2023**

BE IT RESOLVED, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of the County of Lincoln to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, the Chairman and the Auditor are hereby authorized and directed for and on behalf of the County of Lincoln to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement No. 1052134", a copy of which said agreement was before the County Board and which is made a part hereof by reference.

ATTEST:

\_\_\_\_\_  
Corey Sik, 2023 Board Chair

\_\_\_\_\_  
Deb Vierhuf, County Auditor/Treasurer

Wilson informed the Board that the cost for box culverts has doubled what they were last year. Another option would be to purchase cast in place culverts. The downfall to this is that there are a limited amount of contractors that work with the cast in place culverts and they do take longer to do. The cost savings would be about \$50,000.00 per culvert. Information only.

Committee Reports were given:

Drietz – None  
Hauswedell – Absent  
Nielsen – CD #14 Ditch Hearing  
Sik – SWHHS  
VanDeVere – CD #14 Ditch Hearing

Auditor Warrants were presented.

Motion by Drietz seconded by Nielsen to approve the following Commissioner Warrants #19848 - #19863 for the following amounts: Revenue - \$87,332.80, Debt Service - \$898,956.25, Solid Waste - \$2,436.00 and LID - \$3,259.00. All (4) voted in favor.

The following bills were over \$2,000.00 per M.S. 375.12: Area II MN River Basin Projects - \$5,026.60, Assn of MN Counties - \$9,254.00, Bond Trust Services Corporation - \$898,956.25, Linc. Co. Enterprise Dev Corp. - \$33,095.00, Linc. Co. Fair Assn - \$21,287.00, MN Counties Intergov. Trust-St Paul - \$2,436.00, MNCCC Lockbox - \$7,314.72, RCRCA - \$5,520.00, Rural MN Energy Board - \$2,500.00 and 7 payments less than \$2,000.00 - \$6,594.48.

Deb Vierhuf, Lincoln County Auditor-Treasurer, presented an addition of Page 106 in the appendix of the Personnel Policy. This appendix would allow the Highway Maintenance Supervisor to receive a clothing allowance. Motion by Nielsen, seconded by VanDeVere to approve the appendix on Page 106 of the Personnel Policy which allows the Highway Maintenance Supervisor to receive a clothing allowance. All (4) voted in favor.

Vierhuf informed the Board that the new IRS mileage rate for 2023 is \$.655. Information only.

Motion by VanDeVere, seconded by Drietz to approve closing the meeting to discuss pending litigation. All (4) voted in favor.

Discussion was held with no decisions made.

Motion by VanDeVere, seconded by Drietz to approve opening the meeting. All (4) voted in favor.

Motion by VanDeVere, seconded by Nielsen, to adjourn at 10:21 a.m. All (4) voted in favor.

ATTEST:

(SEAL)

\_\_\_\_\_  
Corey Sik, 2022, Board Chair

\_\_\_\_\_  
Deb Vierhuf, County Auditor-Treasurer