

**STEVENS COUNTY  
BOARD OF COMMISSIONERS  
Regular Meeting  
Official Proceedings  
Tuesday, March 15, 2022  
9:00 a.m.**

The regular meeting of the Stevens County Board of Commissioners was called to order at 9:00 a.m., Tuesday, March 15, 2022, by Chair Ron Staples. Members in attendance were: Ennen, Wohlers, Wiese, and Staples. Absent: Kopitzke

The Pledge of Allegiance was recited.

Commissioner Ennen moved to approve the agenda with additions: Jan Gomer; resignation, back fill and readvertise PT to FT dispatch position. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Wohlers moved to approve minutes of the 3/1/22 regular board. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

The Chair opened the meeting for public comment.

Having none, Human Services Director Liberty Sleiter, presented the list of warrants for approval. Sleiter fielded questions from Commissioners. Human Service warrants were approved in the amount of \$124,704.37 on a motion by Ennen, second by Wiese and all members voting aye, motion carried.

Sleiter requested approval for purchase of a desk and furniture. Discussion was held for the need for mental health professional to conduct mental health sessions. Commissioner Ennen motioned to approve furniture purchase from Ungers Furniture in the amount of \$3,427 and a desk from Connect Interiors in the amount of \$3,999.49 for Mental Health Professional in Human Services. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Sleiter requested approval for an updated Joint Powers Agreement. Commissioner Wohlers motioned to approve the JPA for Region 4 South Mental Health Consortium as presented. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Auditor Treasurer Stephanie Buss presented the list of Auditor's Warrants for the 03/02/22 and 03/09/22 time periods for review.

Buss presented the Commissioner Warrants for approval. Buss fielded questions.

Commissioner Wohlers motioned to approve payment of Morris Auto warrant in the amount of \$150.00. Commissioner Wiese seconded the motion. Motion passed upon the following vote: Staples, Wiese, and Wohlers – Ayes. Ennen Abstain.

Commissioner Ennen moved to approve the Commissioner Warrants in the following amounts:

<b>FUND</b>	<b>AMOUNT</b>
County Revenue Fund	\$46,701.50
County Road and Bridge Fund	\$123,941.47
Solid Waste Service	\$8,312.25
County Ditches Fund	\$14,899.06
<b>TOTAL</b>	<b>\$193,854.28</b>
Warrants \$2000 or more:	
Baker Tilly US, LLP	\$5,439.00
County Providing Technology	\$6,591.00
Donnelly Co-op	\$2,863.21
Engebretson & Sons Disposal Service, Inc	\$16,185.58
Hancock Co-op Inc	\$2,860.80
I & S Group, Inc	\$12,315.00
Jeremy Michaelson Tree Service	\$2,905.00
Kris Engineering Inc	\$6,273.46
Little Falls Machine Inc	\$4,537.69
M-R Sign Company	\$20,810.62
Minnco Enterprises Inc	\$7,268.00
Morris Coop Association	\$24,539.61
Morris Electronics	\$8,314.35
RDO Equipment Company	\$33,528.12
Rinke-Noonan	\$2,016.00
Stock/Dr John	\$2,400.00
Tri County Co-op	\$8,221.84
West Central Regional Juvenile Center	\$2,046.00
Yellow Medicine County Jail	\$2,300.00
Ziegler Inc	\$2,943.24
Payments for less than \$2000	\$19,495.76
<b>TOTAL</b>	<b>\$193,854.28</b>

Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Buss requested approval of a loan advances from CD18 to CD16 and CD25 in the amount of \$12,000. Commissioner Wiese motioned to approve loan advance from CD18 to CD16 in the amount of \$5,000 and to CD 25 in the amount of \$7,000 for a total of \$12,000 from CD18. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Buss presented a contract awarded for construction of CD25. On February 15, 2022, Jacob Rischmiller with ISG presented a bid recommendation for the construction of CD25. Joe Riley Construction was the only bid. Commissioner Ennen motioned to award contract to Joe Riley Construction in the amount of \$2,469,595.93. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Buss presented bonding information for CD25. Buss gave an overview of a preliminary 15- and 20-year bond scenarios for CD25. After some discussion, consensus was to direct staff for a 20-year bonding schedule. Jessica Green from Northland Securities will present the finance plan on April 15, 2022.

Buss requested approval for a gambling permit. Commissioner Ennen motioned to approve gambling permit for Donnelly Rod and Gun Club for April 5, 2022. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Human Services Coordinator Jan Gomer requested approval of resignation for Nathan Schutz. Commissioner Wohlers motioned to accept resignation of Nathan Schutz, Eligibility Worker as of March 7, 2022. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Ennen motioned to backfill Eligibility Worker. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Gomer requested approval of resignation for Haley Ourada. Commissioner Wiese motioned to accept resignation of Haley Ourada, Deputy Recorder as of April 1, 2022. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Commissioner Ennen motioned to backfill Deputy Recorder. Commissioner Wiese seconded the motion with all member voting aye, motion carried.

Gomer gave an update on Dispatcher's position. Commissioner Wiese motioned to move Ashley Marquart to Part Time Dispatcher after the Full Time Dispatcher position is filled. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Commissioner Ennen motioned to backfill Full Time Dispatcher. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Gomer presented a policy for approval. Updated Policy number 3.15 Dress Code included language addressed in union negotiations with AFSCME Highway group and clearer language pertaining to appropriateness of dress attire. Commissioner Wohlers motioned to approve Policy 3.15 Dress Code as presented. Commissioner Staples seconded the motion. After a lengthy discussion, motion did not pass with the following votes: Wohlers and Staples – Aye and Ennen and Wiese – Nays. Commissioner asked policy to brought back.

Gomer requested approval of a new Policy: 3.18 Recording Workplace Communication Prohibited. After some discussion, Commissioner Wiese motioned to table Policy 3.18. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

IT Director Vicky Townsend presented a wireless system for approval. The existing wireless system needs to be replaced in the courthouse and added equipment for new highway facility. Townsend fielded questions from the Commissioners. Commissioner Ennen motioned to approve the wireless system bid from Morris Electronics in the amount of \$19,935.69 using credit card points, ARPA Funds and IT budget. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Townsend requested approval for RSA Two Factor Authentication to improve worker security. Townsend gave an overview of what we currently have in place. Townsend fielded questions. Commissioner Wiese motioned to approve RSA Two Factor Authentication licensing and tokens

bid from Morris Electronics in the amount of \$8,738.50 using ARPA Funds. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Maintenance Supervisor Bryan Tolifson requested approval for 2022 Dust Control Contract. Tolifson received three bids. Commissioner Wohlers motioned to award 2022 Dust Control Contract to apparent low bidder to Crow River Construction in the amount of \$1.25/gal applied. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Environmental Services Director Bill Kleindl presented the 2021 County Feedlot Report for approval. Kleindl gave an overview of the annual report. Commissioner Ennen motioned to approve the 2021 County Feedlot Report. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

County Administrator Rebecca Young requested payment to Donlar for Pay Application #10. Young gave an update on the construction project. Commissioner Wohlers motioned to pay Donlar Pay Application #10 in the amount of \$301,186.40. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Young presented round two Daycare Grants for approval, noting the committee was asking for an additional \$4,037 above budget. Commissioner Staples presented concerns about adjusting the initial budget of \$50,000. The daycare subcommittee advertised and reviewed round two applications. There were 13 applications, 8 repeats and 5 new applicants receiving approximately \$26,537. Commissioner Wohlers motioned to approve the grants as presented, with modifications from the ARPA budget from a total of awards to \$54,037. Commissioner Wiese seconded the motion. Motion passed with the following vote: Wohlers, Ennen, and Wiese – Ayes. Staples – Nay.

**RESOLUTION 220315-21  
ARPA DAYCARE GRANT FOR  
LITTLE KIDDOS – RACHEL MICHAELSON**

WHEREAS, ARPA DAYCARE Grant offers emergency relief of an amount not to exceed \$4,000 to daycares facing serious financial loss due to the COVID-19 pandemic;

WHEREAS, the goal of these funds is to provide temporary financial relief to those most impacted by the pandemic and resulting daycare closures and modifications;

WHEREAS, these grant funds come from the Federal American Rescue Plan Act, CFDA 21.027, which Congress designated a portion to go to local governments to meet urgent financial needs within communities;

WHEREAS, daycares in Stevens County that have suffered significant, temporary loss of revenue directly related to the COVID-19 pandemic;

WHEREAS, grant funds can be used to reimburse the costs of business interruption caused by required closures, as a result of the COVID-19 public health emergency can be used for business expenses, and may include Improvements to house mechanical systems, air purifiers, etc., Improvements to home where care is provided to help with distancing and public health precautions, Modifications to home where care is provided to help with separation of private

family space, any business expenditures to support a new licensed family childcare, to include but not limited to: trainings, inspections, product to support care of children, modifications to home

WHEREAS, these grants may be considered taxable income and therefore the Grantee is responsible for consulting with its tax professional regarding taxing consequences;

WHEREAS, the Grantee has applied to Stevens County for ARPA grant funds and Stevens County has determined that the Grantee is eligible to receive the grant funds;

WHEREAS, Grant agreements of between \$250 and \$4,000 may be approved and executed by the County Board.

NOW, THEREFORE, IN CONSIDERATION OF the mutual undertakings set forth herein, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows: Subject to and upon the terms and conditions of executed grant agreement, the County agrees to provide the Grantee with a grant in the amount of \$2900.

**RESOLUTION 220315-22**  
**ARPA DAYCARE GRANT FOR**  
**Jennifer Mackendanz**

WHEREAS, ARPA DAYCARE Grant offers emergency relief of an amount not to exceed \$4,000 to daycares facing serious financial loss due to the COVID-19 pandemic;

WHEREAS, the goal of these funds is to provide temporary financial relief to those most impacted by the pandemic and resulting daycare closures and modifications;

WHEREAS, these grant funds come from the Federal American Rescue Plan Act, CFDA 21.027, which Congress designated a portion to go to local governments to meet urgent financial needs within communities;

WHEREAS, daycares in Stevens County that have suffered significant, temporary loss of revenue directly related to the COVID-19 pandemic;

WHEREAS, grant funds can be used to reimburse the costs of business interruption caused by required closures, as a result of the COVID-19 public health emergency can be used for business expenses, and may include Improvements to house mechanical systems, air purifiers, etc., Improvements to home where care is provided to help with distancing and public health precautions, Modifications to home where care is provided to help with separation of private family space, any business expenditures to support a new licensed family childcare, to include but not limited to: trainings, inspections, product to support care of children, modifications to home

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NOW, THEREFORE, IN CONSIDERATION OF the mutual undertakings set forth herein, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows: Subject to and upon the terms and conditions of executed grant agreement, the County agrees to provide the Grantee with a grant in the amount of \$2500.

**RESOLUTION 220315-23  
ARPA DAYCARE GRANT FOR  
Molly Krosch -Family Daycare**

WHEREAS, ARPA DAYCARE Grant offers emergency relief of an amount not to exceed \$4,000 to daycares facing serious financial loss due to the COVID-19 pandemic;

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WHEREAS, these grant funds come from the Federal American Rescue Plan Act, CFDA 21.027, which Congress designated a portion to go to local governments to meet urgent financial needs within communities;

WHEREAS, daycares in Stevens County that have suffered significant, temporary loss of revenue directly related to the COVID-19 pandemic;

WHEREAS, grant funds can be used to reimburse the costs of business interruption caused by required closures, as a result of the COVID-19 public health emergency can be used for business expenses, and may include Improvements to house mechanical systems, air purifiers, etc., Improvements to home where care is provided to help with distancing and public health precautions, Modifications to home where care is provided to help with separation of private family space, any business expenditures to support a new licensed family childcare, to include but not limited to: trainings, inspections, product to support care of children, modifications to home

WHEREAS, these grants may be considered taxable income and therefore the Grantee is responsible for consulting with its tax professional regarding taxing consequences;

WHEREAS, the Grantee has applied to Stevens County for ARPA grant funds and Stevens County has determined that the Grantee is eligible to receive the grant funds;

WHEREAS, Grant agreements of between \$250 and \$4,000 may be approved and executed by the County Board.

NOW, THEREFORE, IN CONSIDERATION OF the mutual undertakings set forth herein, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows: Subject to and upon the terms and conditions of executed grant agreement, the County agrees to provide the Grantee with a grant in the amount of \$1137.

**RESOLUTION 220315-24  
ARPA DAYCARE GRANT FOR  
Staples Daycare – Jeni Staples**

WHEREAS, ARPA DAYCARE Grant offers emergency relief of an amount not to exceed \$4,000 to daycares facing serious financial loss due to the COVID-19 pandemic;

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WHEREAS, these grant funds come from the Federal American Rescue Plan Act, CFDA 21.027, which Congress designated a portion to go to local governments to meet urgent financial needs within communities;

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WHEREAS, these grants may be considered taxable income and therefore the Grantee is responsible for consulting with its tax professional regarding taxing consequences;

WHEREAS, the Grantee has applied to Stevens County for ARPA grant funds and Stevens County has determined that the Grantee is eligible to receive the grant funds;

WHEREAS, Grant agreements of between \$250 and \$4,000 may be approved and executed by the County Board.

NOW, THEREFORE, IN CONSIDERATION OF the mutual undertakings set forth herein, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows: Subject to and upon the terms and conditions of executed grant agreement, the County agrees to provide the Grantee with a grant in the amount of \$4000.

**RESOLUTION 220315-25  
ARPA DAYCARE GRANT FOR  
Devin's Daycare – Devin Fuhrman**

WHEREAS, ARPA DAYCARE Grant offers emergency relief of an amount not to exceed \$4,000 to daycares facing serious financial loss due to the COVID-19 pandemic;

WHEREAS, the goal of these funds is to provide temporary financial relief to those most impacted by the pandemic and resulting daycare closures and modifications;

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WHEREAS, the Grantee has applied to Stevens County for ARPA grant funds and Stevens County has determined that the Grantee is eligible to receive the grant funds;

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**RESOLUTION 220315-26  
ARPA DAYCARE GRANT FOR  
Jackie Dripps Child Care**

WHEREAS, ARPA DAYCARE Grant offers emergency relief of an amount not to exceed \$4,000 to daycares facing serious financial loss due to the COVID-19 pandemic;

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WHEREAS, these grants may be considered taxable income and therefore the Grantee is responsible for consulting with its tax professional regarding taxing consequences;



WHEREAS, the Grantee has applied to Stevens County for ARPA grant funds and Stevens County has determined that the Grantee is eligible to receive the grant funds;

WHEREAS, Grant agreements of between \$250 and \$4,000 may be approved and executed by the County Board.

NOW, THEREFORE, IN CONSIDERATION OF the mutual undertakings set forth herein, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows: Subject to and upon the terms and conditions of executed grant agreement, the County agrees to provide the Grantee with a grant in the amount of \$1500.

**RESOLUTION 220315-27  
ARPA DAYCARE GRANT FOR  
Sherry Tiegs Family Childcare**

WHEREAS, ARPA DAYCARE Grant offers emergency relief of an amount not to exceed \$4,000 to daycares facing serious financial loss due to the COVID-19 pandemic;

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**RESOLUTION 220315-28**  
**ARPA DAYCARE GRANT FOR**  
**Becky Vogel Daycare**

WHEREAS, ARPA DAYCARE Grant offers emergency relief of an amount not to exceed \$4,000 to daycares facing serious financial loss due to the COVID-19 pandemic;

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**RESOLUTION 220315-29**  
**ARPA DAYCARE GRANT FOR**  
**Jenna's Daycare**

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**RESOLUTION 220315-30  
ARPA DAYCARE GRANT FOR  
Darcy Fuhrman Daycare**

WHEREAS, ARPA DAYCARE Grant offers emergency relief of an amount not to exceed \$4,000 to daycares facing serious financial loss due to the COVID-19 pandemic;

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**RESOLUTION 220315-31  
ARPA DAYCARE GRANT FOR  
Stephanie Thorstad's Family Childcare**

WHEREAS, ARPA DAYCARE Grant offers emergency relief of an amount not to exceed \$4,000 to daycares facing serious financial loss due to the COVID-19 pandemic;

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**RESOLUTION 220315-32  
ARPA DAYCARE GRANT FOR  
Little Rascals Daycare – Jaclyn Hardy**

WHEREAS, ARPA DAYCARE Grant offers emergency relief of an amount not to exceed \$4,000 to daycares facing serious financial loss due to the COVID-19 pandemic;

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**RESOLUTION 220315-33  
ARPA DAYCARE GRANT FOR  
Marie Hansen Daycare**

WHEREAS, ARPA DAYCARE Grant offers emergency relief of an amount not to exceed \$4,000 to daycares facing serious financial loss due to the COVID-19 pandemic;

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WHEREAS, these grant funds come from the Federal American Rescue Plan Act, CFDA 21.027, which Congress designated a portion to go to local governments to meet urgent financial needs within communities;

WHEREAS, daycares in Stevens County that have suffered significant, temporary loss of revenue directly related to the COVID-19 pandemic;

WHEREAS, grant funds can be used to reimburse the costs of business interruption caused by required closures, as a result of the COVID-19 public health emergency can be used for business expenses, and may include Improvements to house mechanical systems, air purifiers, etc., Improvements to home where care is provided to help with distancing and public health precautions, Modifications to home where care is provided to help with separation of private family space, any business expenditures to support a new licensed family childcare, to include but not limited to: trainings, inspections, product to support care of children, modifications to home

WHEREAS, these grants may be considered taxable income and therefore the Grantee is responsible for consulting with its tax professional regarding taxing consequences;

WHEREAS, the Grantee has applied to Stevens County for ARPA grant funds and Stevens County has determined that the Grantee is eligible to receive the grant funds;

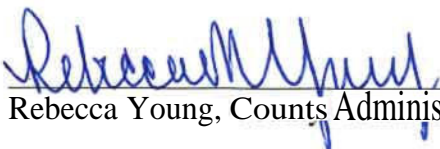
WHEREAS, Grant agreements of between \$250 and \$4,000 may be approved and executed by the County Board.


NOW, THEREFORE, IN CONSIDERATION OF the mutual undertakings set forth herein, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows: Subject to and upon the terms and conditions of executed grant agreement, the County agrees to provide the Grantee with a grant in the amount of \$1500.

Young requested Daycare RFP readvertisement for approval. The Daycare subcommittee met on March 9, 2022, and the committee is recommending reopening RFP and readvertise for 30 days. Commissioner Wiese motioned to readvertise RDP for an additional 30 days. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Commissioners were provided an opportunity to update on assigned committee activities.

Having no further business, the meeting was adjourned at 10:28 a.m. on a motion by Wiese, second by Ennen and all members voting aye.

  
\_\_\_\_\_  
Rebecca Young, County Administrator

  
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Ron Staples, Chair