

**STEVENS COUNTY
BOARD OF COMMISSIONERS
Regular Meeting
Official Proceedings
Tuesday, September 20, 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, September 20, 2022, by Chair Ron Staples. Members in attendance were: Ennen, Wohlers, Wiese, Kopitzke, and Staples.

The Pledge of Allegiance was recited.

Commissioner Kopitzke moved to approve the agenda with one addition. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Ennen moved to approve minutes of the 9/6/22 regular board meeting. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

The Chair opened the meeting for public comment.

Having none, Director of Pope Douglas Solid Waste Steve Vrchota presented annual report. Vrchota is asking for a 4% increase in the tipping fee as the contract allows. Vrchota indicated that their actual costs for operation exceed the 4% increase. Vrchota fielded questions from Commissioners.

Commissioner Kopitzke motioned to approve 4% tipping fee increase to Pope Douglas Solid Waste. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

County Administrator Rebecca Young presented for Auditor Treasurer Stephanie Buss the list of Auditor's Warrants for the 09/07/22, 09/08/22 and 09/14/22 time periods for review. Young fielded questions.

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

Commissioner Kopitzke moved to approve the Commissioner Warrants.

FUND	AMOUNT
County Revenue Fund	\$73,850.30
Special Reserves Fund	\$11,343.68
County Road and Bridge Fund	\$109,601.64
Solid Waste Service	\$6,738.10
County Ditches Fund	\$19,161.84
West Central Swat	\$7,690.90
TOTAL	\$309,886.46
Warrants \$2000 or more:	
AP Safety Training	\$4,280.00
Baker Tilly US, LLP	\$10,475.00

Code 4 Services Inc	\$4,982.78
Counties Providing Technology	\$6,591.00
Dell Marketing LP	\$12,359.05
DLT Solutions LLC	\$2,465.10
Donnelly Coop	\$2,631.70
Election Systems & Software Inc	\$3,950.83
Engebretson & Sons Disposal Service, Inc	\$12,662.83
Hancock Co-op Inc	\$8,364.29
I & S Group, Inc	\$3,583.13
Jerry's U-Save	\$30,666.04
Joe Riley Construction Inc	\$95,613.70
League of Mn Cities Insurance Trust	\$6,041.00
Martin – Mcallister	\$2,400.00
McLeod County solid Waste	\$2,379.60
Morris Coop Association	\$2,388.74
Motorola	\$2,875.96
Nutrien Ag Solutions	\$6,908.97
Professional Cleaning Equipment	\$4,848.00
Rinke-Noonan	\$3,573.71
Stevens Co Auditor-Treasurer	\$9,472.51
Stevens Co Economic Imp Comm	\$16,394.25
Stevens County Highway Dept.	\$12,103.86
Stevens County Times	\$4,749.88
Traverse County Sheriff	\$3,975.00
Tri-County Co-op	\$5,120.77
Payments for less than \$2000	\$28,028.76
TOTAL	\$309,886.46

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

Young requested approval of loan advance from CD18 to CD16 in the amount of \$6,000. Commissioner Wiese motioned to approve loan advance from CD18 to CD16 in the amount of \$6,000. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Young presented pay request #1 and #2 for CD 25 for approval. Commissioner Ennen motioned to approve payments to Joe Riley Construction Inc. in the amounts of \$66,444.23 and \$199,528.27 for a total of \$265,975.50. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Chair Staples called a recess until 9:30 a.m.

Chair Staples called Continuation of Final Hearing CD 16 to order at 9:30 a.m.

Rebecca Young, County Administrator read into record affidavit of publication.

Joe Jacobs, viewer assigned to the project, presented the 72 acres that was added to the watershed based on information that was brought forward at the last hearing.

Jacobs read into record the additional property being brought into the watershed.

Commissioner Kopitzke motioned to approve the Findings and Order approving the redetermination of benefits and drainage to CD16 as presented. Commissioner Wiese seconded the motion. Motion passed with roll call vote: Wohlers – aye, Ennen - aye, Kopitzke - aye, Wiese - aye, and Staples – aye. Passes unanimously.

Jacob Rischmillmer gave an overview of improvements for CD 16. Rischmiller Fielded questions. Opening of bids will go out in January 2023.

Commissioner Wiese motioned to approve Findings and Final Order petition of improvements of CD16. Commissioner Kopitzke Seconded the motion. Motion passed with roll call vote: Wohlers – Aye, Ennen – Aye, Kopitzke – Aye, Wiese – Aye, and Staples – Aye.

Wiese motioned to amend the previous motion to approve Findings and Final Order petition of improvements of CD16 including an amount up to \$10,000 change order to be approved by County Engineer. Commissioner Kopitzke seconded the motion. Motion passed with roll call vote: Wohlers- Aye, Ennen – Aye, Kopitzke - Aye, Wiese – Aye and Staples – Aye. Passes unanimously.

Chair closed public hearing at 9:42 a.m.

Planning and Zoning Director Bill Kleindl presented a conditional use permit for approval. The Planning Commission met on September 12 to review the CUP application from Tanner Rohloff to construct and operate a confinement barn for finishing pigs in a general agriculture zoning district. After review and discussion of the application, the Planning Commission recommends the County Board to approve the request with conditions. Kleindl fielded questions from the Commissioners. Commissioner Kopitzke motioned to approve CUP with conditions as presented. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Gomer requested approval to hire Carl Aschnewitz and Brian Swionteck as Full-Time Deputies. Commissioner Ennen motioned to hire Carl Aschnewitz and Brian Swionteck as Full-Time Deputies at Grade 18, Step 4, effective October 3, 2022. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Gomer requested approval to accept resignation from Lisa Kleinwolterink as Lead Social Worker and approve backfill. Commissioner Kopitzke motioned to accept resignation from Lisa Kleinwolterink as Lead Social worker effective October 7, 2022. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Kopitzke motioned to authorize backfill of Lead Social Worker internally, then backfill subsequent positions. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Gomer gave a Merit System update along with open position update.

IT Director Vicky Townsend requested approval for copier/large format printer lease for extension. Commissioner Ennen motioned to approve extension of the lease for copier/large

format printer for an additional 3years. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Townsend requested approval to replace 2022 server. Commissioner Wohlers motioned to approve 2022 server replacement. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

County Administrator Rebecca Young resented for Human Services Director Liberty Sleiter the list of warrants for approval. Human Service warrants were approved in the amount of \$134,386.75 on a motion by Ennen, second by Wiese and all members voting aye, motion carried.


Young requested payment to Donlar for Pay Application #16. Young gave an update on the outstanding work. Commissioner Kopitzke motioned to pay Donlar Pay Application #16 in the amount of \$134,857.61. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Young gave an overview of 2023 Budget requesting to set 2023 Preliminary Levy for certification at 5.5% increase over 2022. Commissioner Kopitzke motioned to approve 2023 Preliminary Levy at 5.5%. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Young requested approval for final payment of a three year contract for Pictometry. Commissioner Ennen motioned to approve payment of \$8,000 from Tech Fund and \$10,500 from Buffer Fund. 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 10:34 a.m. on a motion by Wohlers, second by Wiese and all members voting aye.



Rebecca Young, County Administrator



Ron Staples, Chair