

**STEVENS COUNTY
BOARD OF COMMISSIONERS
Annual Meeting
Official Proceedings
Tuesday, January 8, 2008
9:00 a.m.**

The Annual Meeting of the Stevens County Board of Commissioners was convened at 9:05 a.m., Tuesday, January 8, 2008, by County Coordinator Jim Thoreen. Members present were Kloos, Watzke, Hofland, Sayre and Munsterman.

Nominations for 2008 Chair were called. Watzke moved to nominate Commissioner Hofland. Kloos seconded the motion and all members voting aye, the motion carried.

The Chair called for nominations for 2008 Vice-Chair. Watzke moved to nominate Commissioner Sayre. Kloos seconded the motion and all members voting aye, the motion carried.

On a motion by Sayre, second by Munsterman and all members voting aye, the minutes of the December 31, 2007, Special Meeting were approved with the correction to the County Recorder's 2008 salary in the amount of \$67,927.

On a motion by Sayre, second by Munsterman and all members voting aye, the Board appointed County Coordinator Jim Thoreen as Clerk to the Board.

On a motion by Kloos, second by Sayre and all members voting aye, the Board set the time and date of its regular meetings as the 1st and 3rd Tuesday of each month at 9:00 a.m.

On a motion by Sayre, second by Watzke and all members voting aye, the Board designated The Sun Tribune as the County's official newspaper.

On a motion by Munsterman, second by Kloos and all members voting aye, the Board designated The Sun Tribue, The Hancock Record and The Chokio Review as publishers of the County's Financial Statements.

On a motion by Kloos, second by Sayre and all members voting aye, the Board designated The Sun Tribune, The Chokio Review and The Hancock Record as publishers of the County's Delinquent Tax List.

On a motion by Kloos, second by Munsterman and all members voting aye, the Board set the Gopher & Flicker Tail Bounty at \$1.00.

On a motion by Kloos, second by Watzke and all members voting aye, the Board appointed Theodora D. Economou as the Assistant County Attorney.

On a motion by Watzke, second by Kloos and all members voting aye, the Board appointed the following as its AMC delegates: Watzke, Kloos, Munsterman, Sayre, Hofland, County Coordinator, County Engineer and Human Services Director.

On a motion by Watzke, second by Sayre and all members voting aye, the Board set the 2008 mileage reimbursement rate to concur with the IRS rate of 50.5 cents per mile.

On a motion by Watzke, second by Kloos and all members voting aye, the Board authorized attendance at Morris Area Chamber of Commerce as a per diem-eligible for the Board's delegate to the Chamber of Commerce.

Commissioner Watzke moved to permit the Community Stewardship Meetings as eligible for per diems. The motion failed for lack of second.

Commissioner Kloos, moved the following resolution:

**RESOLUTION NO. 080108-01
A RESOLUTION ESTABLISHING COMMITTEES AND
APPOINTMENTS FOR 2008**

BE IT RESOLVED that the following committees are established for 2008 and the membership thereof consists of the following individual County Commissioners:

COMMITTEE	2008 Appointment
Interagency Early Intervention Committee	Munsterman & Kloos
RIM Advisory Committee	Kloos
West Central MN Communities Action	Kloos
WACCO	Kloos
JP & CLWP	Hofland
Extension	Hofland & Sayre
Planning & Zoning	Watzke
SCEIC	Hofland & Thoren
Airport Advisory	Sayre
RSVP Advisory	Munsterman
WesMin RC&D	Kleindl
Community Health Services	Watzke
Stevens County Board on Aging	Munsterman
Food Shelf	Sayre
MN Resource Recovery Association	Kloos
Rainbow Rider	Kloos & Sayre
MN Transportation Alliance	Munsterman
MN River Basin Board	Hofland; Kloos alt.
Midstate Community Health Advisory Committee	Watzke
Midstate Community Health Board	Munsterman & Watzke
HRA Committee Liaison	Watzke
Regional Fitness Center Board	Sayre

West Central MN Initiative Fund Advisory Board	Munsterman
Prime West	Sayre; Kloos alt.
McKnight Foundation	Munsterman
Family Services Collaborative	Kloos & Munsterman
JD #2, 9, 10 & 11	Hofland & Kloos
Trails Committee	Munsterman
Bois de Sioux Watershed Advisory Committee	Kloos & Munsterman
E911 Committee	Sayre & Kloos
TAC Committee	Kloos & Sayre
West Central Juvenile Detention JP	Sayre
Pomme de Terre JP	Kloos
Red River; International Coalition	Hofland; Kloos alt.
Regional Jail Study Task Force	Sayre
MN Rural Counties Caucus	Watzke; Hofland alt.
Stevens County Law Library Board	Munsterman
Supporting Hands Nurse Family Partnership JP	Sayre; Kloos alt.
Radio Board	Sayre; Willis alt.
Local Advisory Council for Adult Mental Health	Munsterman
Morris Area Chamber of Commerce	Sayre
West Central Treatment/Incarceration JP	Hofland
Labor Negotiating	Munsterman & Kloos
Health Advisory Committee	Watzke & Hofland
STG Joint Powers Board	Kloos, Sayre & Watzke

BE IT FURTHER RESOLVED that the following committees shall be composed of the entire Board and may participate at their discretion, and by the appointment of the Chairman of the Board:

Board of Health	Drainage Proceedings
Economic Development Authority	Tax Forfeiture Proceedings
Education & Training Opportunities	National Association of Counties
Appraisals	Classification of Lands
Commissioner as Fence Viewers	Road & Bridge
AMC – and committees thereof	County Building
Department Head	Solid Waste Committee
Employee Benefit Committee	Human Services
Watershed	Budget Committee
Legislative	Ambulance

Commissioner Sayre seconded the motion and all members voting aye, the motion carried.

Human Services Director Joanie Murphy presented documentation for her request for 2 additional staff positions.

On a motion by Sayre, second by Kloos and all members voting aye, the Board authorized the addition of a social worker position to the Human Services Department; Murphy is further authorized to seek applicants for the position and hire a qualified individual. Said position is classified at Grade 13 on the Stevens County Pay Classification System.

On a motion by Watzke, second by Munsterman and all members voting aye, the Board authorized the addition of a clerical position, Office Support Specialist in the Human Services Department and further authorized Murphy to seek applicants for the position and hire a qualified candidate. Said position is classified at Grade 7 on the Stevens County Pay Classification System.

County Engineer Brian Giese presented his monthly report, including an update on the receipt of two new pieces of equipment for the fleet. He also reported on progress toward a state-provided ortho imagery project.

Commissioner Watzke moved the following resolution:

RESOLUTION NO. 080108-02

WHEREAS the Minnesota Department of Transportation wishes to cooperate closely with local units of government to coordinate the delivery of transportation services and maximize the efficient delivery of such services at all levels of government; and

WHEREAS, Mn/DOT and local governments are authorized by Minnesota Statutes sections 471.59, 174.02, and 161.20, to undertake collaborative efforts for the design, construction, maintenance and operation of state and local roads; and

WHEREAS, the parties wish to be able to respond quickly and efficiently to such opportunities for collaboration, and have determined that having the ability to write “work orders” against a master contract would provide the greatest speed and flexibility in responding to identified needs.

THEREFORE, BE IT RESOLVED:

1. That the County of Stevens enter into a Master Partnership Contract with the Minnesota Department of Transportation, a copy of which was before the Board.
2. That the proper County officers are authorized to execute such contract, and any amendments thereto.
3. That the County Engineer is authorized to negotiate work order contracts pursuant to the Master Contract, which work order contracts may provide for payment to or from Mn/DOT, and that the County Engineer may execute such work order contracts on behalf of the County without further approval by this Board.

Commissioner Munsterman seconded the motion and all members voting aye, the motion carried.

The Engineer presented information regarding CD #18 and a new outlet of significant size which may impact future drainage.

Giese discussed the proposed facility updates to the Highway Garage. After discussion, the Board was polled for individual perspective, which ranged from “no need” to “need is there but other more pressing priorities”. It was the consensus of the Board then to postpone further discussion on improvements to the Highway Garage Buildings until a later date this year.

Acting Ambulance Administrator Nicole Arbach reviewed with the Board, proposed 2008 pay rates for EMT’s on the service roster. The Ambulance Committee will review pay rates for EMT’s and report back to the Board.

County Auditor-Treasurer Neil Wiese presented the list of appropriations for 2008. On a motion by Watzke, second by Munsterman and all members voting aye, the Board adopted the following appropriations for 2008:

	Paid Out	Proposed Total for 2008	% Increase
County Ambulance	Annually	\$60,100	17.13%
Ag Society	Annually	\$60,000	140.00%
Regional Library	Semi-annually	\$52,910	2.92%
SWCD	Quarterly	\$106,500	5.00%
Historical Society	Quarterly	\$60,000	9.09%
SCEIC	Quarterly	\$66,000	4.76%
Sevens Traverse Grant Public Health	Quarterly	\$111,948	0.00%
West Central Initiative	Annually	3,000	0.00%
Community Stewardship		10,000	
Total Appropriations Approved		\$520,458	12.63%

The Board reviewed correspondence from Land of the Dancing Sky Area Agency on Aging, requesting a 2008 annual assessment of \$1,332 for Title III Senior Services. Commissioner Munsterman moved to approve the assessment. Commissioner Kloos seconded the motion and all members voting aye, the motion carried.

Commissioner Kloos moved to authorize payment of \$1,974.80 to WACCO for 2008 dues. Commissioner Sayre seconded the motion and all members voting aye, the motion carried.

On a motion by Watzke, second by Sayre and all members voting aye, the Board authorized the following Sheriff’s Department 2008 Civil fees schedule:

Mortgage Foreclosure Sales	\$40.00
Service of all processes or orders of the court (per person served)	\$30.00
Unserved or unsatisfied summons, executions or other civil processes	\$20.00
Document Retrieval Fee	\$25.00 + .25/copy
Inmate Room and Board fee/day	\$20.00 + medical and dental
Collection on Execution after Levy	6% of judgment
Mileage	0.50/mile
Drug Testing – Lab	\$150.00
Drug Testing – in house	\$20.00
PBT Tests	\$3.00
Audio/Video Reproduction	\$30.00
Photos (35mm or digital)	Cost of Reproduction
Booking Fee	\$10.00
Handgun Permits to Carry	\$100.00
False Alarms	\$50.00
Impound Fee	\$3.00/day
All other processes not specifically addressed will be charged on the basis of the time spent by the Sheriff or Deputy Sheriff executing the process.	

Having no further business, the meeting was adjourned at 11:25 a.m.

Jim Thoreen, County Coordinator

Neal Hofland, Chair