

**STEVENS COUNTY
BOARD OF COMMISSIONERS
Regular Meeting
Official Proceedings
Thursday, December 31, 2009
9:00 a.m.**

The Special Meeting of the Stevens County Board of Commissioners was called to order at 9:05 a.m., Thursday, December 31, 2009, by Vice Chair Don Munsterman. Members in attendance were Kloos, Munsterman, Staples and Watzke. Absent: Commissioner Sayre.

The minutes of the December 15, 2009, regular meeting and the agenda were approved on a motion by Kloos, second by Watzke and all members voting aye.

Larry Fillippe and Travis Feuchtman of Contegrity Construction Group, Mark Schneider of KMA, and Facilities Manager Dave Schmidt provided an update on the Courthouse building project to-date.

Schmidt requested authorization to call for bids on a diesel generator for the project. The old generator will be utilized by the Highway Department with hookup in the spring of 2010. Schmidt explained that a generator of the required capacity is expected to cost approximately \$170,000 and come with an 8 year lease with a buyout option after that time period. Commissioner Watzke moved to authorize Schmidt to call for bids on a replacement generator for the courthouse building. Commissioner Kloos seconded the motion and all members voting aye, the motion carried.

Chairman Larry Sayre entered the meeting.

Human Services Director Joanie Murphy requested authorization to pay end-of-year bills in the amount of \$115,689.53. Commissioner Munsterman moved to authorize payment with Commissioner Staples seconding the motion. All members voting aye, the motion carried.

Environmental Services Coordinator Bill Kleindl presented for renewal Engebretson & Sons Sanitary Disposal Service's solid waste hauler's license for 2010. The request was approved on a motion by Watzke, second by Munsterman and all members voting aye.

On a motion by Munsterman, second by Watzke and all members voting aye, the Board authorized a copy of Request for Proposals regarding the county's need for furniture, fixtures and equipment for the building expansion and remodeling project.

Commissioner Kloos moved the following resolution:

**RESOLUTION NO. 091231-48
A RESOLUTION ESTABLISHING COMPENSATION
FOR ELECTED OFFICIALS
FOR CALENDAR YEAR 2010**

WHEREAS, it is the duty of the Stevens County Board of Commissioners to annually review compensation for elected officials of the County, and

WHEREAS, the Board has reviewed the current compensation structure and met with those officials desiring to discuss their compensation with the Board, and

WHEREAS, the Board has taken the opportunity to become familiar with the duties and responsibilities of each position, and the tenure and performance of the incumbent individuals, and

NOW, THEREFORE, BE IT RESOLVED, that the Stevens County Board of Commissioners hereby establishes the following annual salaries for elected officials for calendar year 2010 in accordance with M.S. 384.151, Subd. 1a; M.S. 386.015, Subd. 2; M.S. 387.20, subd. 2; and M.S. 388.18, Subd. 2:

POSITION	ANNUAL SALARY
Auditor/Treasurer	\$70,298
Sheriff	\$70,766
Recorder	\$69,965
Attorney	\$106,730

BE IT FURTHER RESOLVED, that Sheriff Randall Willis be compensated an additional \$8,471 annually for duties performed as the Stevens County Emergency Management Director and,

BE IT FURTHER RESOLVED that all compensation granted above shall be effective January 1, 2010, for all elected officials in payroll status as of that date.

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

Commissioner Munsterman moved the following resolution:

RESOLUTION NO. 091231-49
A RESOLUTION ESTABLISHING MINIMUM COMPENSATION
FOR ELECTED OFFICIALS
FOR CALENDAR YEAR 2010

WHEREAS, it is the duty of the Stevens County Board of Commissioners to annually establish minimum compensation for elected officials of the County, and

NOW, THEREFORE, BE IT RESOLVED, that the Stevens County Board of Commissioners establishes the following minimum compensation for elected officials for 2010;

POSITION	MINIMUM SALARY
Auditor/Treasurer	To be determined 1/5/2010
Sheriff	To be determined 1/5/2010
Recorder	To be determined 1/5/2010
Attorney	To be determined 1/5/2010

BE IT FURTHER RESOLVED, the minimum compensation granted above shall be effective January 1, 2010.

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

Commissioner Munsterman moved the following resolution:

**RESOLUTION NO. 091231-50
A RESOLUTION
ESTABLISHING COMPENSATION
FOR APPOINTED OFFICIALS & NON-UNION & SUPERVISORY POSITIONS
FOR CALENDAR YEAR 2010**

WHEREAS, it is the duty of the Stevens County Board of Commissioners to annually review compensation for appointed officials of the County, and

WHEREAS, the Board has reviewed the current compensation structure and finds it to be sufficient in view of the state's fiscal crisis as well as near stagnant inflationary pressures and;

WHEREAS, county bargaining units have made concessions to reduce human resource expenditures in 2010;

NOW, THEREFORE, BE IT RESOLVED, that the Stevens County Board of Commissioners establishes the following compensation schedule for appointed officials effective January 1, 2010 and further permits scheduled step increases for qualified employees:

POSITION	GRADE/STEP On Non-Union Pay Scale
Chief Deputy Auditor-Treasurer	15/8
Administrative Assistant Coordinator	11/5
Environmental Services Coordinator	17/8
IT Administrator	19/6
IT Technician	12/5
HS Financial Officer	19/6
Social Services Supervisor	19/4
Highway Engineer	23/10
Maintenance Supervisor, Highway	16/10
Engineering Tech Supervisor	15/10
Assessor	19/10
Facilities Manager	18/4
Human Services Director	23/6
County Coordinator	23/9
Sheriff Administrative Assistant	11/9
STS Coordinator	10/3

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

Commissioner Watzke moved the following resolution:

RESOLUTION NO. 091231-51
A RESOLUTION ESTABLISHING COMMITTEES AND
COMMISSIONERS PER DIEM RATE AND
SALARIES FOR 2010

BE IT RESOLVED that the following committees are established for 2010 and the membership thereof consists of specific County Commissioners to be appointed at the 2010 Annual Meeting:

Interagency Early Intervention Committee
RIM Advisory Committee
West Central Minnesota Communities Action
WACCO
Joint Powers & CLWP
Extension
Planning & Zoning
SCEIC
Airport Advisory
RSVP Advisory
WesMIN RC&D
Community Health Services
Stevens County Board on Aging
Food Shelf Board
Minnesota Resource Recovery Association
Rainbow Rider
Minnesota Transportation Alliance
Minnesota River Basin Board
Midstate Community Health Advisory Committee
Midstate Community Health Board
HRA Committee Liaison
Regional Fitness Center Board
West Central Minnesota Initiative Fund Advisory Board
Prime West
McKnight Foundation
Family Services Collaborative
Joint Ditches #2, 9, 10 & 11
Trails Committee
Bois de Sioux Watershed Advisory Committee
E911 Committee
TAC Committee
West Central Juvenile Detention JP
Pomme de Terre Joint Powers
Red River Basin Advisory Board
Regional Jail Study Task Force
Minnesota Rural Counties Caucus
Stevens County Law Library Board
Supporting Hands Nurse Family Partnership Joint Powers
Regional Radio Board
Local Advisory Council for Adult Mental Health
West Central Incarceration & Treatment Facility
Morris Area Chamber of Commerce
Safety Committee

Joint Powers Board for Adult Mental Health Services

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

Labor Negotiating Committee
Board of Health
County Ditch & Drainage Proceedings
Economic Development Authority
Tax Forfeiture Proceedings
Education & Training Opportunities
National Association of Counties
Appraisals
Classification of Lands
Road & Bridge
AMC-and committees thereof
County Building
Department Head
Solid Waste Committee
Human Services
Watershed
Budget Committee
Legislative
Stevens Traverse Grant Joint PHN Board
Health Advisory Committee

and such other appointive committees as established during the year for special purposes not covered by any of the above committees.

BE IT FURTHER RESOLVED that the Per Diem rate per committee meeting above listed is hereby established at \$60.00 or the members of the respective committees; said per diem shall also be established for members of voluntary/citizen representative committees when the Stevens County Board indicates in its appointing action that said voluntary/citizen representative committee is eligible for a per diem;

BE IT FURTHER RESOLVED that the annual salary to be paid to each individual Commissioner for 2010 is hereby set at \$16,787.00.

BE IT FURTHER RESOLVED that all actual and necessary expenses will be reimbursed to each individual Commissioner for performance of their duties.

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

Commissioner Kloos moved the following resolution:

**RESOLUTION NO. 091231-52
RESOLUTION APPROVING SPECIAL BENEFIT TAX LEVY OF HOUSING
AND REDEVELOPMENT AUTHORITY OF STEVENS COUNTY, MINNESOTA
PURSUANT TO MINNESOTA STATUTES, SECTION 469.033, SUBD. 6, AND
APPROVING A BUDGET FOR FISCAL YEAR 2010.**

WHEREAS, the Housing and Redevelopment Authority of Stevens County, Minnesota (the "Authority") was created by action of the Board of Commissioners of Stevens County (the "County") pursuant to Minnesota Statutes, Section 469.004; and

WHEREAS, pursuant to such action, the Authority was granted all powers and duties of a Housing and Redevelopment Authority under the provisions of the Municipal Housing and Redevelopment Act, Minnesota Statutes, Section 469.001 to 469.047 (formerly 462.411 to 462.711) ("The Act"); and

WHEREAS, Section 469.033, subd. 6, of the Act permits the Authority to levy and collect a special benefit tax of up to 0.0185% of taxable market value upon all taxable property, both real and personal, within the Authority's area of operation; and

WHEREAS, The Authority desires to levy such a special benefit tax in the amount of One Hundred Fifty Thousand and no/100 Dollars (\$150,000.00) which is less than 0.0185% of the taxable market value

WHEREAS, the levy of such a special benefit tax is subject to the consent of the Board of Commissioners of Stevens County; and

WHEREAS, the Authority is also required pursuant to section 469.033, subd. 6, of the Act to, in connection with the levy of a special benefit tax, formulate and file a budget in accordance with the budget procedure of the County in the same manner as required of executive departments of the County, and to amount of the tax levy for the following year shall be based on that budget and approved by the Board of Commissioners of Stevens County;

NOW, THEREFORE, be it resolved that the duly appointed Board of Commissioners of the Housing and Redevelopment Authority of Stevens County, Minnesota hereby submits its approved 2010 administrative budget and authorizes a request for a levy of special benefit tax for taxes payable in 2010 within the Authority's taxing jurisdiction in the amount of One Hundred Fifty Thousand and no/100 Dollars (\$150,000.00) for purposes outlined and authorized by Minnesota Statutes 469.001 to 469.047, but in no case shall the dollar levy for the Authority exceed the limitations prescribed by Minnesota Statutes, Section 469.027 to 469.033.

BE IT FURTHER RESOLVED, that the consent resolution of the Board of Commissioners of Stevens County to this special tax be attached to this resolution and made part of it upon approval by the Board of Commissioners of Stevens County.

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

County Engineer Brian Giese discussed issues related to the proposed debarment of Riley Brothers Construction by the State of Minnesota. Commissioner Kloos moved the following resolution:

**RESOLUTION NO. 091231-53
REQUESTING THE MINNESOTA DEPARTMENT OF
ADMINISTRATION TO REFRAIN FROM DEBARMENT**

WHEREAS, it has come to the attention of the Stevens County Board of Commissioners that the Minnesota Department of Administration is considering debarment of Riley Brothers

Construction Company of Morris, MN, which would prevent said firm from bidding on certain projects in which Stevens County has direct interest; and

WHEREAS, the unavailability of this local construction company as a bidder will cause increased construction costs for reconstruction and paving projects in particular; and

WHEREAS, this Board does not condone the personal actions of Joe and John Riley which have resulted in guilty pleas to charges, but the Board also takes note of the reorganization of Riley Brothers Construction Company to remove Joe and John Riley from their corporate duties, thus creating a company answerable to a Board of Directors; and

WHEREAS, the inability of Stevens County to consider Riley Brothers' bids will not only increase our costs of projects, it will also adversely affect the local economy in that fewer workers will be employed in the immediate area;

NOW THEREFORE BE IT RESOLVED that the Stevens County Board of Commissioners hereby requests re-consideration by the Minnesota Department of Administration of debarment of Riley Brothers Construction Company; the Board urges the appropriate decision makers to permit the company to conduct business as usual for the public good and benefit.

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

Auditor-Treasurer Neil Wiese presented the following list of commissioner warrants for the end of fiscal year 2009:

FUND	AMOUNT
Revenue	\$84,364.03
Road & Bridge	\$33,497.87
Solid Waste	\$279.36
Ditches	\$5,935.00
Ambulance	<u>\$8,500.32</u>
TOTAL	\$132,576.58

Commissioner Kloos moved to authorize payment as presented. Commissioner Watzke seconded the motion and all members voting aye, the motion carried.

Commissioner Sayre moved to authorize transfer of Dept. 110 Budget to Dept. 60, essentially moving over telecommunications from Facilities to IT oversight. Commissioner Munsterman seconded the motion and all members voting aye, the motion carried.

On a motion by Kloos, second by Munsterman and all members voting aye, the Board authorized renewal of tobacco licenses to the following business establishments: Alberta Bar & Grill; Amoco Foodshop; By-Lo Gas & Groceries; Casey's General Store; Cenex South; Hancock Coop; HD & Co.; Jerry's U-Save; Tri County Coop and Willie's Super Valu.

Auditor-Treasurer Wiese apprised the Board of the receipt of proceeds of the county building project bond sale and his investment strategies for the money.

Sheriff Randy Willis discussed the potential purchase of a 4 wheel drive.

On a motion by Kloos, second by Staples, and all members voting aye, the Board approved the Sheriff's Office Civil Fee Schedule/Office Fees; said schedule on-file in the Sheriff's Office.

Commissioner's provided reports on various committee activities.

Having no further business, the meeting was adjourned at 10:51 a.m. on a motion by Kloos, second by Staples and all members voting aye.

James Thoreen, County Coordinator

Larry Sayre, Chair

