

**STEVENS COUNTY  
BOARD OF COMMISSIONERS  
Regular Meeting  
Official Proceedings  
Tuesday, May 18, 2010  
9:00 a.m.**

The Regular Meeting of the Stevens County Board of Commissioners was called to order at 9:00 a.m., Tuesday, May 18, 2010, by Chair Don Munsterman. Members present were Kloos, Staples, Munsterman, Sayre and Watzke.

On a motion by Sayre, second by Staples and all members voting aye, the minutes of the May 4<sup>th</sup>, 2010, Regular Meeting were approved.

On a motion by Kloos, second by Watzke and all members voting aye, the minutes of the May 10, 2010, Special Meeting were approved.

On a motion by Sayre, second by Staples and all members voting aye, the agenda was approved.

Travis Fuechtmann and Larry Fillippi of Contegrity Construction Management and representatives of the County's architect's KMA were present to review the building remodeling and construction project to-date.

Human Services Director Joanie Murphy presented the agenda for the Human Services department monthly issues. On a motion by Sayre, second by Kloos and all members voting aye, the Board authorized payment of Human Services warrants in the amount of \$106,189.59.

On a motion by Watzke, second by Staples and all members voting aye, the Board authorized Murphy to execute a contract addendum to the agreement with the Stevens County DAC. Murphy also outlined the structure and operations of the multi-county Children's Mental Health Crisis Program.

Vince Mohr, Jason Moe and Erica Hughes, representing Marco, reviewed with the Board the findings for office furnishings and fixtures portion of the building project. The Board took the report under advisement and will meet in work session at a later date to consider the proposal.

Emergency Management Director and Sheriff Randy Willis and Deputy Emergency Manager Dona Greiner presented for Board review the contract between the County and the Central Minnesota Regional Radio Board and MnDOT for design, procurement of 800 MHz County/Regional radio system.

On a motion by Sayre, second by Watzke and all members voting aye, the Board authorized the Chair to execute a contract between the County and the Central Minnesota Regional Radio Board and the Minnesota Department of Transportation for the design, procurement, construction and operation of an 800 MHz County/Regional Integrated Public Safety Radio Communications Subsystem.

On a motion by Kloos, second by Sayre and all members voting aye, the Board approved formation of a Stevens County ARMER Local User Committee and adoption of a set of by-laws by which the advisory committee will operate; the by-laws will be corrected to include appropriate agencies, communities and users.

The Chair appointed Commissioner Sayre as the County Board representative to the Stevens County Local User Committee.

Willis announced the receipt of a \$250,000 grant from FEMA toward construction of the Emergency Operations Center (EOC) in the new addition to the courthouse. Deputy EM Director Dona Greiner has written the grant application, one of 20 in the nation to be awarded.

On a motion by Watzke, second by Munsterman and all members voting aye, the Board authorized the Chair to sign the amended County Emergency Operations Plan for 2010.

Safety Coordinator Dona Greiner presented a brief report on the status of the county's safety program.

Auditor-Treasurer presented several matters for Board consideration. On a motion by Kloos, second by Sayre and all members voting aye, the Board authorized payment of Commissioner Warrant's in the following amounts:

FUND	AMOUNT
Revenue	\$130,550.67
Road & Bridge	\$166,533.97
Solid Waste	\$9,237.14
Ditches	\$621.05
Ambulance	<u>\$1,163.46</u>
<b>TOTAL</b>	<b>\$308,106.29</b>

Commissioner Sayre moved the following resolution:

**RESOLUTION NO. 100518-12**

WHEREAS, Minnesota Statutes 203B.13 authorizes the formation of an Absentee Ballot Board which would examine absentee ballot return envelopes for compliance to current election laws and rules. The absentee ballot board may begin the process at any time during the 45 days before the election; and

WHEREAS, this authorization will bring uniformity in the processing of accepting or rejecting returned absentee ballots to Stevens County elections that would consist of a sufficient number of Stevens County Auditor-Treasurer office election staff and/or election judges; and

THEREFORE, BE IT RESOLVED THAT, the Stevens County Board of Commissioners hereby authorizes the Stevens County Auditor-Treasurer to implement a County Absentee Ballot Board that will consist of a sufficient number of staff and/or election judges as provided in Sections 204B.19 to 204.22 to perform the task and hereby be established for the 2010 elections and all future elections.

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

On a motion by Staples, second by Watzke and all members voting aye, the Board established \$500 as the minimum bid on tax-forfeited property located at 103 E. First Street, Morris, PIN # 20-0696-000; said property to be offered for sale to neighboring property owners as per statute.

On a motion by Staples, second by Kloos and all members voting aye, the Board accepted the bid of Duninck Brothers, Inc. as the low bidder on SAP 75-601-29 at the bid price of \$1,158,884.26.

County Engineer Brian Giese reviewed the materials and previous discussion concerning the potential appointment of the County Engineer as the Interim Coordinator in addition to the Engineer's duties.

Commissioner Watzke moved the following resolution:

**RESOLUTION NO. 100518-13**

WHEREAS, the position of County Coordinator will be vacant as of June 1, 2010 due to retirement of the incumbent; and

WHEREAS, pursuant to M.S. 375.48 the County Board has concluded that it is necessary and desirable to fill said position; and

WHEREAS, recent recruitment activities to find an appropriate individual to fill said professional position on a full time, long-term basis have been unsuccessful;

NOW THEREFORE BE IT RESOLVED that the Stevens County Board of Commissioners hereby appoints Stevens County Engineer Brian Giese to serve as the interim part-time Coordinator effective June 1, 2010, continuing until such date which the Board determines appropriate, anticipating that recruitment efforts for a full-time Coordinator will be re-initiated by November, 2010; the Board and the Engineer will concur on the job duties and responsibilities assigned to him during the interim period, but he will serve minimally as Clerk to the County Board and as the County's Human Resources Director; additional tasks will be assigned in a manner which will not cause hardship to performance of the duties of County Engineer; several appropriate duties of either position may be allocated among existing staff during this interim period; Mr. Giese will be provided additional salary compensation in the amount of \$1,562.50 per month until expiration of the interim appointment.

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

On a motion by Kloos, second by Sayre and all members voting aye, the Board authorized the Chair and Coordinator to sign a quit claim deed to Blake Heinrich; the county will pay the state deed tax and further authorizes waive of penalties and/or interest on the 2010 property taxes on said property to wit.

Having no further business, the meeting was adjourned at 11:52 a.m. on a motion by Staples, second by Sayre and all members voting aye.

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James Thoreen, County Coordinator

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Don Munsterman, Chair