

**STEVENS COUNTY
BOARD OF COMMISSIONERS
Official Proceedings
Tuesday, March 1, 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 1, by Chair Ron Staples. Members in attendance were Ennen, Kopitzke, Wohlers, Wiese, and Staples.

The Pledge of Allegiance was recited.

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

Commissioner Ennen moved to approve minutes of the 2/15/22 regular board meeting. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Commissioner Kopitzke moved to approve the condensed minutes of the 2/15/22 regular board meeting. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

The Chair opened the meeting for public comment.

Having none, Auditor/Treasurer Stephanie Buss presented the Auditor's Warrants for the 2/16/22 and 2/23/22 time periods for review. Buss fielded questions.

Buss requested to set a public hearing date for redistricting to consider and approve the preliminary plans for the redistricting of the commissioners' districts. Buss recommended April 5 with the notice running for three consecutive weeks. Commissioner Ennen motioned to set Public Hearing for Redistricting on April 5, 2022 at 6:00 p.m. in the County Board Room. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Planning and Zoning Director Bill Kleindl presented a low-income grant application for approval. Stevens County received a grant for \$35,447 from the MPCA and \$25,450 from BWSR for septic system low-income fix-up grants. Kleindl gave an overview of the awards and requirements of both grants. Kleindl also reviewed the set of guidelines and an application. After some discussion. Commissioner Wohlers motioned to approve the Low-Income Grant Application with changes noted. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Human Resources Coordinator Jan Gomer requested approval of resignation for Christine Banta. Commissioner Kopitzke motioned to accept resignation of Christine Banta, Social Worker in Adult Mental Health Unit effective March 11, 2022. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Gomer requested approval to backfill position. Commissioner Ennen motioned to approve backfill of Social Worker in Adult Mental Health Unit and to backfill any other internal position created by a transfer within the unit. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Gomer requested approval for promotion of Elbe Ranum. Commissioner Ennen motioned to approve promotion of Eligibility Worker Elbe Ranum to Child Protection Social Worker effective March 1, 2022, at Grade 19, Step 2. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

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

Gomer requested approval to hire Katrina Rasmusson. Commissioner Kopitzke motioned to hire Katrina Rasmusson for Child Protection Social Worker at Grade 19, Step 2 effective March 28, 2022 upon a successful background check. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Gomer gave a staffing update on open positions and advertising.

Assistant County Engineer Jon Maras requested approval to advertise for bids. Commissioner Kopitzke motioned to advertise for bids for SP 075-609-036 a mill bituminous, bituminous overlay and aggregate shouldering project on CSAH 9 from Swift County line to TH 28. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

County Administrator Rebecca Young presented an employment agreement for approval. The employment agreement will provide eligibility services to assist Human Services. Commissioner Ennen motioned to approve the employment agreement with Jodi Hormann as present. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Young presented a letter of request from the Stevens County Extension Committee regarding per diem pay. Commissioner Kopitzke motioned to increase the per diem from \$60 to \$75 per meeting. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Young presented a wage schedule and explained how the union settlement could impact non-union positions on same scale. The non-union group already received the \$50 increase per month to health insurance and 2.5% on 1/1/2022. The request was to implement the new step 12 for non-union qualifying members on 7/1/2022. Commissioner Kopitzke motioned to approve the non-union wage scale implementation of new Step 12 on July 1, 2022. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Young gave a Daycare Committee update on grants. Paperwork has been sent out, waiting for this to be completed to issue payments. Second round is open and will close on 3/4/2022.

Young gave an update on the RFP. Only one was received. Committee met and will bring a recommendation on the 3/15/2022 meeting for next steps.

Young gave an update on AMER Radio Bill. Dona Greiner, Emergency Manager has been working with local legislators and was able to testify to the house committee. Greiner and Yong both provided testimony and will continue to work on efforts to have the bill heard on the senate side.

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

Having no further business, the meeting was adjourned at 10:01 a.m. on a motion by Wohlers, second by Kopitzke and all members voting aye.


Rebecca Young, County Administrator


Ronald Staples, Chair