

**STEVENS COUNTY
BOARD OF COMMISSIONERS
Regular Meeting
Official Proceedings
Tuesday, April 19, 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, April 19, 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: Rebecca Young; Donlar Pay Application for approval. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Ennen moved to approve minutes of the 4/5/22 regular board meeting. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Commissioner Wiese moved to approve minutes of the 4/5/22 redistricting meeting. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Commissioner Wohlers moved to approve minutes of the 3/29/22 ditch hearings for CD5 and CD18. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

The Chair opened the meeting for public comment.

Having none, Dona Greiner Emergency Manager Director presented the Hazard Mitigation Plan for approval. Commissioner Kopitzke moved the following resolution:

**RESOLUTION 220419-37
ADOPTION OF THE
STEVENS COUNTY ALL-HAZARD MITIGATION PLAN**

WHEREAS, Stevens County has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

WHEREAS, the Act establishes a framework for the development of a County Hazard Mitigation Plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

WHEREAS, the Stevens County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

WHEREAS, the Stevens County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the Stevens County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Stevens County will maintain public participation and coordination; and

WHEREAS, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

WHEREAS, the Stevens County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

WHEREAS, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

NOW THEREFORE BE IT RESOLVED that Stevens County supports the hazard mitigation planning effort and wishes to adopt the Stevens County All-Hazard Mitigation Plan.

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

Greiner gave an update on emergency management.

Auditor Treasurer Stephanie Buss presented the list of Auditor's Warrants for the 04/06/22 and 04/13/22 time periods for review.

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

Commissioner Kopitzke moved to approve the Commissioner Warrants, minus \$2,286.45 for unemployment insurance payments, in the following amounts:

FUND	AMOUNT
County Revenue Fund	\$79,463.25
Special Reserves Fund	\$11,177.56
County Road and Bridge Fund	\$51,323.17
Solid Waste Service	\$7,193.35
Stevens County GO Bonds	\$32,450.00
County Ditches Fund	\$48,850.71
TOTAL	\$230,458.04
Warrants \$2000 or more:	
Air Tool Clinic	\$3,220.42
City of St Cloud	\$10,937.56
County Providing Technology	\$6,591.00
Engbretson & Sons Disposal Service, Inc	\$8,795.25
Hancock Co-op Inc	\$3,368.45
I & S Group, Inc	\$5,404.11
Morris Electronics Inc	\$13,180.69
Northland Trust Services, Inc	\$65,218.75
Nuss Truck Group Inc	\$2,849.24
Pope County Auditor/Treasurer	\$9,470.99
RDO Equipment Company	\$4,295.90

Regents of The University of Minnesota	\$19,537.25
Rentz Agency Inc	\$6,000.00
Stevens Co Auditor/Treasurer	\$10,269.88
Stevens County Times	\$5,940.78
Tom Kieffer & Sons Electric	\$16,071.24
Traverse County Sheriff	\$3,125.00
West Central Regional Juvenile Center	\$2,046.00
Yellow Medicine County Jail	\$2,345.89
Payments for less than \$2000	\$31,789.64
TOTAL	230,458.04

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

Buss requested approval of a loan advances from CD18 to CD3, CD16 and CD25 in the amount of \$7,100. Commissioner Wiese motioned to approve loan advance from CD18 to CD3 in the amount of \$100, to CD16 in the amount of \$2,000 and to CD 25 in the amount of \$5,000 for a total of \$7,120 from CD18. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Buss presented the Quarterly Ditch Balances for information only.

Maintenance Supervisor Bryan Tolifson requested approval to purchase a rotary mower. Commissioner Kopitzke motioned to approve purchase of rotary mower from apparent low bidder, Midwest Machinery in the amount of \$26,350 less trade in of \$8,500 for a total of \$17,850. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Human Services Coordinator Jan Gomer requested approval of resignation for Julie Bruns. Commissioner Wohlers motioned to accept resignation of Julie Bruns, Deputy Auditor/Treasurer/Elections as of April 27, 2022. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Ennen motioned to backfill Deputy Auditor/Treasurer/Elections. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Gomer requested approval to hire Janel Mendoza. Commissioner Kopitzke motioned to hire Janel Mendoza as Eligibility Worker at Grade 15, Step 8 effective May 16, 2022, upon a successful background check. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Gomer requested approval to hire Heather Hoxtell. Commissioner Wiese motioned to hire Heather Hoxtell as Eligibility Worker at Grade 15, Step 10 effective April 19, 2022, upon a successful background check. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Gomer requested approval to hire Nancy Pederson. Commissioner Kopitzke motioned to hire Nancy Pederson as Deputy Recorder/Property Records Specialist at Grade 14, Step 4 effective May 9, 2022, upon a successful background check. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Gomer gave an update on dispatcher position.

Gomer presented updated job descriptions for review. Gomer gave an overview of the job descriptions. After some discussion, Commissioner Ennen motioned to approve both the Mental Health Professional Supervisor and the Mental Health Professional as presented. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Wiese motioned to advertise for Mental Health Professional and Mental Health Professional Supervisor positions contingent upon contract execution with the public schools. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Gomer presented a new temporary position for review. Gomer gave an overview of the Temporary Lead Social Worker in the Child Protection Unit. After some discussion, Commissioner Kopitzke motioned to approve the Temporary Lead Social Worker within unit and authorize staff to negotiate a Memorandum Of Agreement with AFSCME – General. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

County Administrator Rebecca Young presented a contract/agreement with the public schools for mental health services. The Board meet in worksession prior to the Board meeting to discuss the agreement between Stevens County, Morris Area Public School, Chokio-Alberta Public School and Hancock Public School for mental health services. The schools would invest startup money for a mental health professional/practitioner to serve the public school system. Stevens County would be the employee of record. Ongoing personnel costs would be funded through services provided and billing back to appropriate insurances. Commissioner Ennen motioned to approve Mental Health Services Agreement with the schools. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Young presented for Human Services Director Liberty Sleiter, the list of warrants for approval. Young fielded questions from Commissioners and gave an overview of the onetime payments including in the total amount. Commissioner Kopitzke motioned to pay Morris Auto warrant in the amount of \$200. Commissioner Wiese seconded the motion. Vote passed with the following votes: Aye; Staples, Wiese, Kopitzke and Wohlers. Abstained; Ennen.

Commissioner Ennen motioned to approve the remained of the Human Services warrants in the amount of \$192,881.34. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Commissioner Wiese moved the following resolution:

RESOLUTION NO. 220419-38
RESOLUTION ACCEPTING YAF & SAFE DONATIONS

WHEREAS, Stevens County Human Services received donations from Heartland Motor Company in the amount of \$50 for its Youth Activity Fund and \$50 for Senior Adult Fund Emergency and;

WHEREAS, Stevens County Human Services received donations from Amber Hausmann (Miss Morris Area Fundraiser) in the amount of \$205.50 for Youth Activity Fund and \$205.50 for Senior Adult Fund Emergency and;

WHEREAS, State Law requires that the County Board acknowledges receipt of those donations;

THEREFORE, the Stevens County Board of Commissioners acknowledges and accepts the donations received for the Youth Activity Fund and Senior Adult Fund Emergency.

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

Young presented an ARPA budget modification request to be used for targeted staff training and work on secondary trauma. Commissioner Kopitzke motioned to approve APRA modification of \$20,000 used for Mental Health Wellness. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Young requested approval for county appreciation day and daycare provider proclamation as presented.

Commissioner Kopitzke moved the following resolution:

**RESOLUTION 220419-39
PROCLAIMING APRIL 26 COUNTY GOVERNMENT
APPRECIATION DAY**

WHEREAS, Minnesota's 87 counties employ over 36,000 people to provide essential services to create healthy, safe and vibrant communities; and

WHEREAS, the work of county employees is fundamental, whether it's a newborn well-check by a public health nurse, a passport renewal at a license center, or voter registration and ballot processing; and

WHEREAS, through their commitment to public service, county employees dedicate their time, skills, and expertise for the benefit of their neighbors, and at times, risk their personal safety coordinating emergency management and managing justice and public safety systems; and

WHEREAS, the vital work of counties promotes healthy communities, fosters conditions for economic growth, strengthens infrastructure, and improves residents' quality of life; now, therefore,

BE IT RESOLVED, the Stevens County Board of Commissioners recognizes the commitment and dedication to public service excellence of county staff and officials and proclaim April 26 County Government Appreciation Day.

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

Commissioner Ennen moved the following proclamation:

**RESOLUTION 220419-40
Proclamation by Stevens County
Provider Appreciation Day
May 6, 2022**

WHEREAS, Child Care Aware® of America and other organizations nationwide are recognizing Child Care Providers on this day; and

WHEREAS, over half the children under the age of six nationwide are estimated to spend some time in a nonparental care arrangement on a weekly basis, which provides critical enrichment opportunities and nurtures development for children of all backgrounds and is a vital building block of our state economy; and

WHEREAS, the COVID-19 pandemic has created tremendous hardship for child care providers and the families of Stevens County who depend on them, who have continued to meet the needs of families while risking their health and financial stability to remain open; and

WHEREAS, Stevens County recognizes these hardships and has provided much-needed relief to providers to help sustain the viability of child care by providing county childcare businesses funding through grants to help sustain the local economy and businesses; and

WHEREAS, our future depends on the quality of the early childhood experiences provided to young children today; support for high-quality child care represents a worthy commitment to our children's future.

NOW, THEREFORE, the Stevens County Board of Commissioners, of the Minnesota, Morris, hereby proclaim May 6, 2022, as Provider Appreciation Day in Minnesota, Morris and urge all citizens to recognize Child Care Providers for their important work.

Commissioner Wohlers seconded the motion with all members voting aye.

Young requested payment to Donlar for Pay Application #11. Young gave an update on the construction project. Commissioner Kopitzke motioned to pay Donlar Pay Application #11 in the amount of \$310,436.22. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Chair Staples read letter from Minnesota Department of Human Services commending Stevens County and staff of Human Services perfect performance for financial reporting requirements for calendar 2021.

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

Having no further business, the meeting was adjourned at 10:22 a.m. on a motion by Wohlers, second by Kopitzke and all members voting aye.



Rebecca Young, County Administrator



Ron Staples, Chair