

**STEVENS COUNTY  
BOARD OF COMMISSIONERS  
Official Proceedings  
Tuesday, May 3, 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, May 3, 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 with two additions. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Ennen moved to approve minutes of the 4/19/22 regular board meeting. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Commissioner Ennen moved to approve the condensed minutes of the 4/19/22 regular board meeting. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Commissioner Wiese moved to approve minutes of the 4/28/22 special board meeting. Commissioner Kopitzke 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 04/20/22 and 04/27/22 time periods for review. Buss fielded questions.

Buss presented CD18 assessment for discussion. After some extended discussion it was tabled for more discussion during budgeting for 2023.

County Engineer Todd Larson gave an update on maintenance, engineering, and administration.

Larson requested to award contract for mill and bituminous overlay. Commissioner Ennen motioned to award SP 075-609-036 mill and bituminous overlay on CSAH 9 to apparent low bidder Central Specialties in the amount of \$2,043,127.08. Commissioner Wohlers seconded the motion with all members voting aye, motioned carried.

Larson requested approval for federal project advance resolution. Larson gave an overview of the resolution.

Commissioner Ennen moved the following resolution:

**Resolution 220305- 42  
Federal Project Advance Resolution**

Whereas, the County of Stevens is planning to construct SP 075-609-036 in the year 2022, which has been programmed by the ATP in the STIP or work plan for the year 2022, and

Whereas, said County is prepared to proceed with the construction of said project through the use of an advance from the County State Aid Highway Fund to supplement the available funds in their State Aid Construction Account, and

Whereas, repayment of the funds so advanced will be made from Federal funds no later than the year in which the ATP has programmed the project.

Now, therefore be it resolved: That the Commissioner of Transportation be and is hereby requested to approve this advance for financing SP 075-609-036 of the County of Stevens in an amount up to \$1,015,000.00 in accordance with Minnesota Rules 8820.1500, Subp. 9, and to authorize repayments from their state aid account or from local funds within a requested and approved repayment schedule should said project fail to receive Federal funds for any reason.

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

Larson requested approval for State of Minnesota Master Partnership Contract for approval.

Commissioner Kopitzke moved the following resolution:

**RESOLUTION: 220503- 43**  
**STATE OF MINNESOTA**  
**MASTER PARTNERSHIP CONTRACT**

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, MnDOT 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 MnDOT, and that the County Local Government Engineer may execute such work order contracts on behalf of the County of Stevens without further approval by this Board.

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

Larson gave a building update.

Human Resources Coordinator Jan Gomer requested approval for promotion of Deputy Auditor/Treasurer Shannon Asmus to Deputy Auditor/Treasurer/Elections. Commissioner Kopitzke motioned to approve promotion of Shannon Asmus as Deputy Auditor/Treasurer/Elections at Grade 19 Step 7 effective May 3, 2022. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Gomer requested approval for promotion of Molly Westerman. Commissioner Ennen motioned to approve promotion of Molly Westerman to Mental Health Professional Supervisor effective May 16, 2022, at Grade 23, Step 7. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Gomer requested approval to hire Hannah Lein. Commissioner Kopitzke motioned to hire Hannah Lein for Child Protection Social Worker at Grade 19, Step 4 effective May 4, 2022 upon a successful background check. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Gomer presented a request for the County Attorney's office to hire a temporary summer intern to assist in backlog of paralegal office work. Commissioner Kopitzke motioned to hire a summer intern for the County Attorney's office at \$20 hr to follow the PERLA guidelines. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

County Administrator Rebecca Young requested the board's approval for an annual grant sponsorship with West Central Trailblazers Association.

Commissioner Wohlers moved the following resolution:

**RESOLUTION NO. 220503-44**  
**RESOLUTION AUTHORIZING CONTINUED SPONSORSHIP**

WHEREAS, Stevens County entered into an agreement with the West Central Trailblazers Snowmobile Association, Inc in April 1996, and

WHEREAS, said agreement was for the public purpose of establishing and maintaining trails as part of the County Public Recreation Program, and

WHEREAS, said agreement includes the sponsorship of the West Central Trailblazers Snowmobile Association, Inc by Stevens County.

NOW, THEREFORE BE IT RESOLVED that the Stevens County Board of Commissioners shall continue sponsorship of the West Central Trailblazers Snowmobile Association, Inc shall continue to agree to the terms of the agreement dated April 18, 1996.

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

Young presented an ARPA Revenue Loss for discussion. Counties previously had to calculate and prove revenue loss, now they can take up to a standard \$10 million allowance with no calculations justifying the amount. This would free the money to be used on anything that government would normally provide services for.

Commissioner Kopitzke moved the following resolution:

**RESOLUTION NO. 220503-46**  
**RESOLUTION TO ELECT THE STANDARD ALLOWANCE**  
**AVAILABLE UNDER THE REVENUE LOSS PROVISION OF THE**  
**CORONAVIROUS LOCAL FISCAL RECOVERY FUND**  
**ESTABLISED UNDER THE AMERICAN RESCUE PLAN ACT**

WHEREAS, Congress adopted the American Rescue Plan Act in March 2021 (“ARPA”) which included \$1.9 trillion in recovery funds for government across the country.

WHEREAS, ARPA funds are intended to provide support to state, local, and tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses.

WHEREAS, on January 6, 2022, Treasury issued the final rule. The final rule delivers broader flexibility and greater simplicity in the program, responsive to feedback in the comment process.

WHEREAS, the final rule offers a standard allowance for revenue loss of up to \$10 million, allowing recipients to select between a standard amount of revenue loss or complete a full revenue loss calculation.

WHEREAS, recipients that select the standard allowance may use that amount, in many cases their full award, for government services, with streamlined reporting requirements.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD THAT, the County of Stevens hereby elects the standard allowance available under the revenue loss provisions of the American Rescue Plan Act in the amount of \$1,904,506 to be used for the general provision of government services.

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

Young gave an update on Mental Health Professions school contracts.

Young presented a resolution affirming the right of counties to support county-based purchasing and reinforcing to Department of Human Services counties to support of Primewest as sole provider in the Primewest counties.

Commissioner Ennen moved the following resolution:

**RESOLUTION 220503-45**  
**SUPPORT FOR PRIMEWEST AS**  
**MSHO/MSC+ and SNBC HEALTH PLAN**



WHEREAS, the Minnesota Department of Human Services (DHS) has published a Request for Proposals (RFP) to provide healthcare services to participants in the Minnesota Seniors Health Options (MSHO), Minnesota Senior Care Plus (MSC+), and Special Needs Basic Care (SNBC) in eighty-seven (87) Minnesota counties including Stevens County; and

WHEREAS, DHS has requested county evaluations and recommendations regarding the RFP proposals from each respective county; and

WHEREAS, PrimeWest and several other health plans have submitted proposals to provide managed health care services in Stevens County and

WHEREAS, representatives of Horizon Public Health have reviewed and evaluated the proposals; and

WHEREAS, PrimeWest Health has submitted a proposal suitable to meet the needs of Stevens County. We strongly recommend that we remain a single source plan in Stevens County with PrimeWest Health as our sole provider for Minnesota Seniors Health Options (MSHO), Minnesota Senior Care Plus (MSC+), and Special Needs Basic Care (SNBC).

PrimeWest Health's proposal demonstrated knowledge of our county's demographics, services, and needs and has a history of working closely with our county to address said needs as well as work preventatively in our communities. PrimeWest has a long history of community reinvestment in their service area, and we feel strongly that our rural providers and participants would not receive the personal attention from other health plans like we receive from PrimeWest.

THEREFORE BE IT RESOLVED that the Stevens County Board supports PrimeWest Health as a single source Managed Care Organization (MCO) providing managed health care services in our counties.

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

Chair Staples called a recess at 9:59 a.m. to 10:04 a.m.

Ceil Strauss from the DNR, Matt Selzler and Matt Wilosky from STARII, partner for mapping gave a presentation on the flood plain mapping for Stevens County. There were 25 plus members of the public present who are landowners in an area of concern Northwest of Donnelly. Presenters fielded numerous questions and concerns with the process. The Board directed landowners to sign in and further information would be communicated to from staff. It was decided for landowners to send all information by week end for combination by Stevens County Staff for submission on May 9<sup>th</sup>, when the appeal period ended for a narrow band of area in Stevens County. The area of primary concern was outside of the appeal timeframe, but still planned to be submitted to FEMA.

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

Having no further business, the meeting was adjourned at 11:56 a.m. on a motion by Ennen, second by Wiese and all members voting aye.

  
Rebecca Young, County Administrator

  
Ronald Staples, Chair

