

**STEVENS COUNTY
BOARD OF COMMISSIONERS
Regular Meeting
Official Proceedings
Tuesday, May 17, 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 17, 2022, by Chair Ron Staples. Members in attendance were: Ennen, Wohlers, Wiese, Kopitzke, and Staples.

The Pledge of Allegiance was recited.

Commissioner Ennen moved to approve the agenda with three additions: Approval of 5/13/22 minutes; Dona Greiner; EM Update; Jessica Green Northland Securities, Bond Resolution. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Commissioner Wohlers moved to approve minutes and condensed minutes of the 5/3/22 regular board meeting. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Commissioner Wiese moved to approve the minutes from the 5/13/22 special board meeting. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

The Chair opened the meeting for public comment.

Having none, Human Services Director Liberty Sleiter, presented the list of warrants for approval. Sleiter fielded questions from Commissioners. Human Service warrants were approved in the amount of \$105,731.22 on a motion by Ennen, second by Wohlers and all members voting aye, motion carried.

Sleiter presented five fiscal year contracts for approval. Commissioner Wohlers motioned to approve the five contracts as presented. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Sleiter introduced two new staff members in the Human Services Department: Child Protection Social Worker's Katrina Rasmusson and Hannah Lein.

Greiner gave an update on Emergency Management activities from last week's storm.

Auditor Treasurer Stephanie Buss presented the list of Auditor's Warrants for the 05/04/22, 05/11/22 and 05/12/22 time periods for review.

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

Commissioner Ennen motioned to pay Old No. 1 in the amount of \$680.29. Commissioner Kopitzke seconded the motion. Motion passed with the following votes: Ayes; Kopitzke, Ennen, Wiese, and Staples. Abstained; Wohlers.

Commissioner Kopitzke moved to approve the remaining Commissioner Warrants:

| FUND | AMOUNT |
|---|---------------------|
| County Revenue Fund | \$46,647.61 |
| Special Reserves Fund | \$19,459.69 |
| County Road and Bridge Fund | \$16,816.29 |
| Solid Waste Service | \$7,732.34 |
| County Ditches Fund | \$35,571.38 |
| TOTAL | \$126,227.31 |
| | |
| Warrants \$2000 or more: | |
| County Providing Technology | \$6,766.00 |
| Engbretson & Sons Disposal Service, Inc | \$17,930.16 |
| Fidlar Technologies Inc | \$18,912.00 |
| I & S Group, Inc | \$3,078.00 |
| Rinke – Noonan | \$8,645.00 |
| Rupps Unique Auto Body | \$3,903.42 |
| Standard & Poor’s | \$14,000.00 |
| Stevens County Highway Dept | \$4,137.33 |
| Stevens County Times | \$3,090.19 |
| Traverse County Sheriff | \$9,305.50 |
| Tri County Coop | \$3,056.14 |
| Wendland Sellers Law Office | \$5,402.50 |
| West Central Regional Juvenile Center | \$2,046.00 |
| Payments for less than \$2000 | \$25,955.07 |
| TOTAL | \$126,227.31 |

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

Buss requested approval of a loan advances from CD18 to CD16 and CD25 in the amount of \$13,000. Commissioner Wiese motioned to approve loan advance from CD18 to CD16 in the amount of \$10,000 and to CD 25 in the amount of \$3,000 for a total of \$13,000 from CD18. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Buss requested to set a date for the Final Hearing for County Ditch 16. ISG, engineers, and the viewers have filed their final reports for county ditch 16, so a final hearing date needs to be set. A landowner’s meeting will be held Monday, June 6, 2022, at 6:00 p.m. in the County Board Room. Buss recommends setting the final hearing on June 27, 2022, at 6:00 p.m. Commissioner Kopitzke motioned to set the final hearing for CD16 for Monday, June 27, 2022, at 6:00 p.m. in the County Board Room. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Jessica Green from Northland Securities gave an overview of the General Obligation Ditch Bond Series 2022A. Green fielded questions.

Commissioner Kopitzke moved the following resolution:

RESOLUTION 220517-48
AUTHORIZING ISSUANCE, AWARDED SALE, PRESCRIBING THE
FORM AND DETAILS AND PROVIDING FOR THE PAYMENT OF
\$3,320,000 GENERAL OBLIGATION DITCH BONDS, SERIES 2022A

BE IT RESOLVED by the Board of Commissioners (the “Board”) of Stevens County, Minnesota (the “County”), as follows:

SECTION 1. AUTHORIZATION AND SALE

1.01. Authority: Authorization. The County has undertaken to make improvements and repairs to County Ditch No. 25 (the “Project”) pursuant to Minnesota Statutes, Chapter 103E, and all proceedings necessary to the undertaking and construction of the Project, and the levy of special assessments against the property benefited thereby and the issuance of bonds therefor have been duly and lawfully conducted pursuant to and in accordance with the provisions of Minnesota Statutes, Chapters 103E and 475. Pursuant to a resolution adopted on April 5, 2022, the Board authorized the issuance and sale of General Obligation Ditch Bonds, Series 2022A (the “Bonds”), in the approximate principal amount of \$3,355,000, to finance certain costs of the Project as provided in Minnesota Statutes, Section 103E.635.

1.02. Cost: Issuance of Bonds. The total cost of the Project, aggregating the costs of construction, engineering, legal and administrative fees and the costs incidental to the sale and issuance of the Bonds is at least \$3,320,000.

1.03. Sale. The County has retained Northland Securities, Inc. (“Northland”) as independent municipal advisor in connection with the sale of the Bonds. Pursuant to Minnesota Statutes, Section 475.60, subdivision 2, paragraph 9, the requirements as to a public sale do not apply to the issuance of the Bonds. Pursuant to the Notice of Sale and the Preliminary Official Statement prepared on behalf of the County by Northland, sealed or electronic proposals for the purchase of the Bonds were received at or before the time specified for receipt of proposals. The proposals have been opened, publicly read and considered and the purchase price, interest rates and net interest cost under the terms of each proposal have been determined. The most favorable proposal received is that of BOK Financial Securities, Inc., in Dallas, Texas (the “Purchaser”), to purchase the Bonds in the principal amount of \$3,320,000, at a price of \$3,299,524.97 plus accrued interest, if any, on all Bonds to the day of delivery and payment, on the further terms and conditions hereinafter set forth.

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

County Recorder Nichole Mahoney introduced Nancy Pederson as the new Deputy Recorder in the County Recorder’s office.

IT Director Vicki Townsend requested approval for license upgrade for servers. Townsend gave an overview of the VMware licensing. Townsend fielded questions. Commissioner Kopitzke motioned to purchase VMware license from Morris Electronics in the amount of \$5,678.60 for three of the servers. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Assistant County Engineer Jon Maras requested approval for bids. Commissioner Wiese motioned to award CP 2022-01 aggregate base project to Central Specialties, Inc of Alexandria, as apparent low bidder in the amount of \$189,100. Commissioner Wohlers seconded the motion with all members voting aye.

Commissioner Kopitzke motioned to award CP 2022-02 concrete crushing to Central Specialties, Inc of Alexandria, as apparent low bidder in the amount of \$43,120. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Commissioner Ennen motioned to award 2022 shouldering project to Joe Riley Construction as apparent low bidder in the amount of \$ 74,900. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

County Administrator Rebecca Young presented Counties Providing Technology Joint Powers Agreement for approval. Commissioner Wohlers motioned to approve the CPT Joint Powers Agreement adding Pope County as a member which will make a total of 24 members. Commissioner Wiese seconded the motion with all members voting aye motion carried.

Young requested payment to Donlar for Pay Application #12. Young gave an update on the construction project. Commissioner Kopitzke motioned to pay Donlar Pay Application #12 in the amount of \$222,690.36. Commissioner Wiese seconded the motion with all members voting aye, motion carried.

Young gave a general update on outstanding projects.

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

Having no further business, the meeting was adjourned at 10:06 a.m. on a motion by Wohlers, second by Kopitzke and all members voting aye.


Rebecca Young, County Administrator


Ron Staples, Cmnr

