

**STEVENS COUNTY  
BOARD OF COMMISSIONERS  
Organizational Meeting  
Tuesday, August 1, 2023  
9:00 a.m.**

The regular meeting of the Stevens County Board of Commissioners was called to order at 9:00 a.m., Tuesday, August 1, 2023, by Chair Jeanne Ennen. Members in attendance were Kopitzke, Wohlers, Ennen, Lesmeister-Nelson and Staples.

The Pledge of Allegiance was recited.

Commissioner Kopitzke moved to approve the agenda with additions. Commissioner Lesmeister-Nelson seconded the motion with all members voting aye, motion carried.

Commissioner Staples moved to approve minutes of the 7/18/23 regular board meeting. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

The Chair opened the meeting for public comment.

Having none, Sheriff Jason Dingman presented to the Board approval for a cash donation from Hancock Lions. Commissioner Staples motioned to accept the \$500 donation from the Hancock Lions. Commissioner Lesmeister-Nelson seconded the motion with all members voting aye, motion carried.

Dona Greiner Emergency Management requested a resolution for approval for declaring a state of emergency from the July 25, 2023 storm. Commissioner Kopitzke moved the following resolution:

**Resolution 230801-27  
Declaring a State of Emergency**

WHEREAS, the severe weather event impacted the population of Stevens County and its cities due to the high wind and heavy rain; and

WHEREAS, the severe weather event has caused a significant amount of public property damage; and

WHEREAS, the Stevens County Department of Emergency Management requests the Stevens County Board of Commissioners to declare Stevens County in a STATE OF EMERGENCY for the severe weather event of July 25, 2023;

NOW, THEREFORE, BE IT RESOLVED, that the Stevens County Board of Commissioners declares Stevens County in a State of Emergency for conditions resulting from the severe weather event of July 25, 2023.

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

Greiner gave an emergency management update.

Greg Wagner and Rick Schara from West Central Initiative gave an annual report. Stating that just over \$800,000 in grant money was given in Steven County.

Jan Gomer Human Resources Coordinator requested approval for HR consulting contract with Counites Providing Technologies. Commissioner Staples motioned to approve the HR Consulting Contract with CPT from July 1, 2023, to December 31, 2023 as presented. Commissioner Lesmeister-Nelson seconded the motion with all members voting aye, motion carried.

Gomer requested approval of a weekly stipend for the appointed assistant county attorney Allison Wahlen until the new hire starts. Commissioner Kopitzke motioned to approve a weekly stipend of \$600 to the appointed Assistant County Attorney Allison Wahlen effective July 17, 2023 until responsibilities are relieved. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Gomer presented personnel policy updates for approval. Due to the legalization of recreational cannabis use, the County's Drug and Alcohol Testing Policy and all its sub chapters need to be updated to include the term "cannabis" as part of the County's reasonable suspicion testing policy and governing use and under the influence during workhours and operating County owned equipment. After an extended discussion, Commissioner Kopitzke motioned to approve the amendments to Chapter 13 Drug, Cannabis and Alcohol Testing Policy for Non- Commercial Drivers and Chapter 10.2 Causes of Disciplinary Action as presented. Commissioner Lesmeister-Nelson seconded the motion with all members voting aye, motion carried.

Nick Young Facilities Manager requested the approval the 2023 fleet purchase. Young presented two quotes from Heartland and Valu Ford. Commissioner Wohlers motioned to approve bid from Heartland Motors for a 2024 Chevrolet Equinox in the amount of \$27,895. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Commissioner Kopitzke motioned to advertise the 2016 Taurus on MinnBid. Commissioner Staples seconded the motion with all members voting aye, motion carried.

Todd Larson County Engineer gave a highway update on maintenance and engineering.

Larson requested approval for final payment for bituminous paving. Commissioner Lesmeister-Nelson motioned to approve final payment on CP 2023-03 to Joe Riley Construction in the amount of \$131,196.36 with funding as presented. Commissioner Staples seconded the motion with all members voting aye, motion carried.

Larson requested approval for a rental agreement for a leased tractor. Commissioner Staples motioned to approve the rental agreement at \$40 hour from Midwest Machinery for the 2023 tractor rental. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Rebecca Young County Administrator presented the Auditor's Warrants for the 7/14/23, 7/19/23, and 7/26/23 time periods for review.

Young presented a Counties Providing Technologies agreement for approval. CPT is requesting authorization of a new contract with a proposed 3% increase on an annual basis. Commissioner

Commissioner Wohlers motioned to approve the CPT contracts as presented. Commissioner Staples seconded the motion with all members voting aye, motion carried.

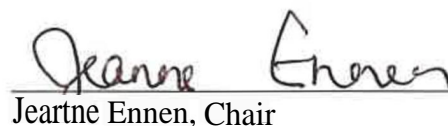
Young requested approval to pay a publish fee of the Daycare POD fundraising letter. Commissioner Wohlers motioned to pay the fee for publication. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Young noted the Board meet on July 31, 2023 in an extended work session with the initial presentation of the 2024 budget. There are follow up meetings scheduled, and appropriations will be presented at the August 15, 2023 Board meeting. The next work session is scheduled for Monday, August 21, 2023 at 8:30 am.

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

Having no further business, the meeting was adjourned at 10:28 a.m. on a motion by Staples, second by Wohlers and all members voting aye.

  
Rebecca Young, County Administrator

  
Jearne Ennen, Chair