

**STEVENS COUNTY  
BOARD OF COMMISSIONERS  
Official Proceedings  
Tuesday, August 2, 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, August 2, 2022, by Chair Ron Staples. Members in attendance were Ennen, Kopitzke, Wohlers and Staples. Wiese via zoom.

The Pledge of Allegiance was recited.

Commissioner Ennen moved to approve the agenda with three additions. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Commissioner Kopitzke moved to approve minutes, with a spelling correction, of the 7/19/22 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, Sharon Gadbois from Small Business Administration and Dona Greiner presented information on SBA Low Interest Federal Loans for Disaster Related Damages.

Auditor/Treasurer Stephanie Buss presented the Auditor's Warrants for the 7/20/22 and 07/27/22 time periods for review.

Chair Staples opened the County Ditch 16 hearing at 9:30 a.m. by presenting to the meeting the order of business, and rules to follow during the meeting.

Chair Staples turned presentation over to Kale Van Bruggen, Rinke Noonan, who is the County's legal representation on ditch matters. Van Bruggen proceeded to give an overview of the County Ditch 16 proceedings in the matter of the petition of Viola Bauman for partial abandonment for Stevens County Ditch 16, Branch 5, redetermination of benefits and damages and petition of Wulf Tiling, LLP, et al., for improvement of Stevens County Ditch 16.

Auditor/Treasurer Stephanie Buss read into record all the public notices that were made in accordance with statute to proceed with redetermination and improvement projects.

Chair Staples opened the hearing for comments from the public on County Ditch 16 at 9:33 a.m. Hearing no comments, Chair Staples closed the public comments at 9:34 a.m.

Commissioner Kopitzke moved to adopt the Findings and Order granting petition to partially abandon Stevens CD 16, Branch 5. Commissioner Wohlers seconded the motion. Motion passed with roll call vote: Ennen – Aye, Kopitzke – Aye, Wiese – Aye, Staples – Aye and Wohlers – Aye. Motion carried.

Chair Staples opened public hearing for redetermination of benefits and damages at 9:37 a.m. Van Bruggen gave an overview of the benefits and damages.

Viewer for County Ditch 16, Joe Jacobs presented updates to viewers report. Chair Staples opened for public comment at 9:40 a.m. for redetermination. Paul Wulf presented concern on the watershed boundaries.

After further discussion between legal counsel and Board, Commissioner Ennen motioned to continue CD16 Redetermination on September 20, 2022, at 9:30 a.m. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Chair Staples closed public comment at 9:50 a.m.

Chair opened the third matter of improvement project.

Van Bruggen gave an overview of the proceedings.

Jacob Rischmiller, ISG, Inc. gave engineer's final report. Joe Jacobs gave viewers report.

Chair Staples open for public comment at 9:58 a.m. Hearing no comments, Chair Staples closed public comment at 9:59 a.m.

Commissioner Ennen motioned to continue Improvement Project to September 20, 2022, at 9:30 a.m. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Chair Staples closed Public Hearing at 10:00 a.m.

Environmental Services Bill Kleindl and Troy Engebretson requested an addendum to the recycling contract agreement. The current exhibit limits the highest fuel surcharge for the price of diesel/gas to \$5.40 to \$5.49. Diesel fuel has already exceeded this price range once and Troy requests amending Exhibit A as listed on the provided addendum to the recycling agreement. Kleindl fielded questions. Commissioner Wohlers motion to approve Exhibit A addendum to the Recycling Agreement as presented. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

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

Larson requested permission to purchase 2022 budgeted pickup replacement. Due to 2022 model year end of August 1, 2022, Larson will get new quotes for 2023 and bring back for future meeting date.

Larson presented a gravel lease agreement for approval. Larson gave an overview of the terms of agreement. Larson fielded questions. Commissioner Kopitzke motioned to approve the 2023 Gravel Lease Agreement with Neil and Pamela Wiese for \$1.40/cu yd and a quantity of up to 40,000 cu yd. Commissioner Ennen seconded the motion. Motion passed with the following votes: Aye – Ennen, Wohlers, Kopitzke, and Staples. Abstained – Wiese. Motion carried.

Larson gave an update on Silver Lake tile.

County Administrator Rebecca Young presented a request from County Attorney for discussion. County Attorney met with the personnel committee to discuss the request for additional staff. Attorney presented committee with information on additional work load the office was experiencing and reasons why. Request to consider supporting temporary full-time position for the remainder of the year only. Young fielded questions. After a lengthy discussion, Commissioner Kopitzke motioned to approve the temporary full-time paralegal until December 31, 2022. Commissioner Wohlers seconded the motion. Motion passed with the following votes: Aye – Wiese, Wohlers, Kopitzke, and Ennen. Nay – Staples.

Young presented a Federal Procurement Policy for review. Young gave an overview of the policy. Commissioner Ennen motion to approve the Federal Procurement Policy as presented. Commissioner Kopitzke seconded the motion with all members voting aye, motion carried.

Young presented a DEED repayment. The DEED grant repayment was paid on August 1, 2022 in the amount of \$2305 from tax forfeiture fund as Board had previously directed. There are not enough funds for future repayment and board will need to designate reserves, pursue the purchaser of property for assistance or levy for repayment.

Young provided an updated ARPA Budget for discussion. The board had extended discussion regarding the Hancock project and potential award of ARPA funds. Young recommended to board that they need to readvertise an RFP for daycare centers only. The original grant RFP was for delivery of pods for daycare in Stevens County. Young suggested an RFP should be opened if the board desired for delivery of services and increased capacity directly targeted to daycare centers to be equitable in the award of funds. The board discussed and desired to wait to hear the 2023 budget information prior to allocating additional funds from ARPA so that they had all the information available to them.


Young provided MCIT notification of additional funds payout. Stevens County received notice of workers compensation reinsurance reimbursement from MCIT. This is separate from the dividend and should be considered a one-time event for all intents and purposes. Commissioner Kopitzke motioned to receipt \$56,679 into the General Fund. Commissioner Wohlers seconded the motion with all members voting aye, motion carried.

Young requested payment to Donlar the remaining amount for Pay Application #13. Commissioner Wohlers motioned to pay Donlar \$18,859.53 for pay application #13. Commissioner Ennen seconded the motion with all members voting aye, motion carried.

Young presented a Law Enforcement Contract for discussion. Young gave an overview of contract. Young fielded questions. After some discussion, it was tabled for approval for the next regular scheduled board meeting of August 16, 2022.

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

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

  
Rebecca Young, County Administrator

  
Ronald Staples, Tmair

