

COMMISSIONER PROCEEDINGS
June 16, 2015

Minutes of the Wilkin County Board of Commissioners held at the Courthouse, Breckenridge, Minnesota, on Tuesday, June 16, 2015. All Commissioners were present. Chairman Perry called the meeting to order at 8:00 A.M.

Motion by Hovland, seconded by Blaufuss and carried, to approve the agenda with additions.

Motion by Miranowski, seconded by Folstad and carried, to approve the minutes of the June 9, 2015, meeting.

The following claims were allowed and ordered paid on June 16, 2015, as provided by Chapter 673, Law of 1969, on motion by Blaufuss, seconded by Hovland and carried.

Warrants Approved On 6/16/2015
 For Payment 6/18/2015

General Revenue			
<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
A'viands, Llc	6,429.49	Farmers Union Oil Of Southern	202.62
Ackerman Land Surveying, Inc.	180.00	Fleet Services-Dept Of Admin	4629.60
Acom Solutions, Inc.	898.00	Fox/Timothy E J	492.33
American Communications, Inc.	4,100.50	Great America Financial Services	294.50
American Solutions For Business	2,648.80	Hillyard/Hutchinson	206.87
Ameripride Services, Inc.	187.13	Hovland/Lyle E.	64.40
Barnesville Record-Review	193.00	Independent Emergency Services	100.00
Beyer Body Shop, Inc.	400.00	Johnson/Mark	97.40
Blackhawk, Inc	231.19	Kbmw Radio Station	250.00
Braun Intertec Corporation	897.50	KEEPRS	2343.23
Breck Tesoro	49.60	Koval/Breanna	181.69
Computer Professionals	3,839.64	Krause/Merlyn	36.00
CW Valley Co-Op	20.00	Krump/Janelle	30.23
Czichotzki/Terry	103.00	League Of Minnesota Cities	127.50
Dacotah Paper Company	144.60	Legend Technical Services	18,655.00
Daily News	2,352.61	M-R Sign Company	177.25
Dakota Safety Services	44.00	Madden Galanter Hansen, LLP	262.78
Digital Guru, Inc.	49.95	Mckesson Medical-Surgical	783.49
Ellingson/Glenda	89.00	MEnD Correctional Care, PLLC	4,209.04
Esri, Inc.	2,500.00	Minnesota Department Of Veterans Affairs	42.86
Farm City Supply	196.86	MN Counties Intergovernmental Trust	210.00

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Mn Dept Of Health Enviro Health Division	35.00	Sanford Health	175.00
Mn Dept Of Labor & Industry	100.00	SECAP Finance	162.00
MNJ Technologies Direct, Inc.	1,003.00	SelectAccount	92.16
Morris Electronics, Inc.	3,344.36	Shred-N-Go, Inc.	72.00
Ndscs	52.50	Thomson Reuters-West Payment Center	375.64
Nelson Auto Center	9,262.68	Thrifty White Pharmacy	226.57
Nielsen Electric	60.00	ThyssenKrupp Elevator Corporation	15150.00
Niemi/Renae	171.93	Tobias Paint Glass &	125.90
Office of MN.IT Services	1,012.80	Verhaagen/Ron	209.29
Pete's Body Shop, Inc.	393.30	Waste Management Of Wi-Mn	304.89
Phoenix Supply	482.46	West Central Regional Juvenile	1656.25
Print Shoppe, Inc./The	70.00	WEX BANK	1785.14
Quill Corporation	737.66	Wilkin County Family Service	662.41
Reardon Office Equipment	773.58	Wilkin County Public Health	393.75
Richland County Treasurer	25,671.67	Wilkin County Sheriff Dept	806.25
Final Total:		\$124,319.85	

Road and Bridge Fund			
<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Ackerman Land Surveying, Inc.	2,000.00	Farnam's Genuine Parts, Inc.	21.10
Albertson's Parts City	1,428.12	Fastenal Company	172.22
American Communications, Inc.	319.50	Fergus Power Pump, Inc.	1152.00
Ameripride Services, Inc.	134.61	First Lab	122.95
Auto Value Wahpeton	215.09	Fuchs Sanitation	53.78
Bayer Truck & Equipment, Inc.	18.00	Gillund Enterprises	297.24
Breck Tesoro	445.82	Gully/Harvey G	400.00
Brenco Corporation	153.15	Interstate Tire Inc	141.00
Certified Laboratories	857.00	Jobs Hq	393.00
Commissioner Of Transportation Ms 215	151.98	Johanson Body Shop	56.49
Computer Professionals	496.00	John Deere Financial	302.80
Conzemius Oil Company	3,282.40	Jubilee Foods	18.89
CW Valley Co-Op	64.89	Landmark Landscaping, Inc.	85.50
Dakota Safety Services	326.10	Liberty Business Systems	182.00
Erickson Engineering, Inc	540.00	Lloyd's 75 Service	20.00
Farm City Supply	348.45	Locators & Supplies, Inc.	143.28
Farmers Union Oil Of Southern	2,092.58	M-R Sign Company	74.57

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Machine Design, Inc.	1,247.04	Rothsay Truck Stop & Cafe, Inc	35.01
Minn-Kota Ag Products, Inc.	531.48	Royal Tire, Inc.	1463.50
MN Counties Intergovernmental Trust	371.00	Sherven Sales, Inc.	775.00
Neppl/Aaron	400.00	Smith Motors, Inc	122.99
Nord/Diane	19,020.36	Sturdevant's Inc	39.51
Northern Safety Technology, Inc.	1,115.09	Swedlund/Dan	21.42
Olson Oil Company, Inc	2,845.75	Todd's Welding, Inc	6146.05
Print Shoppe, Inc./The	65.00	Twin City Optical Co., Inc.	299.54
RC Sales & Repair	39.10	Valley Fab & Repair, Inc.	244.59
Rothsay Farmers Co-Op	414.86	Ziegler, Inc	749.78
Rothsay Store Front	37.62		
Final Total:		\$52,495.20	

Community Health

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
American Communications, Inc.	47.50	Lakes Radio	87.00
Bjerke/Diane	152.00	Lss Senior Companion Program	98.68
Breckenridge Police Dept	500.00	Marple/Melea	152.95
Daily News	654.97	Melkert/Linda	51.17
Devine/Jeanne	45.00	Minnesota State Auditor	3393.00
Dietz/Linda	653.25	Miranowski/Naomi	13.23
Doran/Deborah	30.60	NDSCS	550.00
Fergus Falls Daily Journal	190.71	Nordick/Cathy	120.17
Freudin/Linda	43.70	Olson/Marilyn	30.00
Hofmann/Angela	137.14	Reardon Office Equipment	902.97
Innovative Office Solutions Inc	50.48	Resler/Randi	235.75
Jacobs/Debra	188.60	Strutz/Laura	392.38
Jobs Hq	443.00	Swenson/Debra A	164.85
Johanson/Jana	339.41	U Of M, School Of Public Health	390.00
Jubilee Foods	30.59	Wiertzema/Maggie	360.52
Klein/Lynette	190.61	Wilkin County Family Service	338.11
Final Total:		\$10,978.34	

Environmental Fund

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Ameripride Services, Inc.	85.03	Bob's Pest Control Services	50.00

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Breck Tesoro	91.07	Jirak Trucking, Inc.	775.00
Dacotah Paper Company	41.92	Jubilee Foods	68.25
Dakota Safety Services	416.81	Kbmw Radio Station	30.00
Digital Guru, Inc.	49.98	Liberty Tire Recycling, Llc	2266.00
Farm City Supply	101.46	Lloyd's 75 Service	18.00
Farmers Union Oil Of Southern	184.42	Print Shoppe,Inc./The	425.00
Green Lights Recycling, Inc.	516.29	Waste Management	754.20
Gully/Harvey G	400.00	Waste Management Of Wi-Mn	255.27
	Final Total:	\$6,528.70	
FINAL TOTAL:		\$194,322.09	

Motion by Miranowski, seconded by Hovland and carried, to approve the following per diems to-wit:

John Blaufuss	\$375.00
Neal Folstad	\$450.00
Lyle Hovland	\$600.00
Stephanie Miranowski	\$525.00
Robert Louis Perry	\$375.00

Motion by Folstad, seconded by Hovland and carried, to approve quarterly meal reimbursements in the amount of \$243.15 to be paid with June payroll and the quarterly mileage logs.

Motion by Folstad, seconded by Hovland and carried, to accept the 2014 Annual Highway Report.

Motion by Miranowski, seconded by Blaufuss and carried, to extend SAP 084-616-032 to June 28, 2015.

Motion by Hovland, seconded by Folstad and carried, to extend SP 088-070-041 HSIP Project to June 30, 2015.

Motion by Hovland, seconded by Folstad and carried, to replace the Safety Director position with Breanna Koval, Emergency Management Director.

Commissioner Hovland offered the following resolution, along with the Letter of Commitment of Funds, and moved for its adoption. The motion was seconded by Commissioner Folstad and carried.

**RESOLUTION 22-15
RESOLUTION AUTHORIZING PARTICIPATION IN PLANNING PROCESS
AND EXECUTION OF AGREEMENT**

WHEREAS, the County of Wilkin is participating in a 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 multi-jurisdictional 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 business; and

WHEREAS, the County will lead the planning effort with the assistance of consultants and State of Minnesota mitigation staff.

WHEREAS, the County will provide staff and resources from departments related to mitigation, will facilitate participation of jurisdiction within the county, and provide quarterly reporting on plan progress.

WHEREAS, the plan must include a risk assessment including past hazards, hazards that threaten the county, maps of hazards, an estimate of structures at risk, estimate of potential dollar losses for each hazard, a general description of land uses and future development trends; and

WHEREAS, the plan must include a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the plan must include a maintenance or implementation process including plan updates, integration of plan into other planning documents and how the county will maintain public participation and coordination; and

WHEREAS, the draft plan will be shared with the State of Minnesota and the Federal Emergency Management Agency (FEMA) for coordination of state and federal review and comment on the draft; and

WHEREAS, approval of the all hazard mitigation plan will make the county eligible to receive Hazard Mitigation Assistance grants as they become available; and

NOW THEREFORE, Be It Resolved, that Wilkin County, MN, will enter into an agreement with the Division of Homeland Security and Emergency Management in the Minnesota Department of Public Safety for the program entitled Hazard Mitigation Assistance (HMA) for the update of the County Hazard Mitigation plan. Breanna Koval, Emergency Management Director, is hereby authorized to execute and sign such agreements and any amendments hereto as are necessary to implement the plan on behalf of Wilkin County, MN.

I certify that the above resolution was adopted by the Board of Commissioners of Wilkin County, Minnesota, on June 16th, 2015.

SIGNED:

WITNESSETH:

(Signature)

(Signature)

(Title)

(Title)

(Date)

(Date)

As part of the safety training schedule a fire drill will take place on Monday, June 22nd at the Courthouse.

Chairman Perry closed the meeting at 8:25 A.M. to discuss a personnel issue.

Chairman Perry reopened the regular meeting at 8:50 A.M.

Pursuant to notice duly given, bids for County Highway Projects SAP 084-599-156, SAP 084-599-159, and SAP 084-599-160 were opened, read, and recorded as follows: Central Specialties, Alexandria, Minnesota, \$318,240.00; JAV Construction, Inc., Walcott, North Dakota, \$268,732.00; M&M Contractors, Breckenridge, Minnesota, \$270,275.86; Midwest Contracting, LLC, Marshall, Minnesota, \$266,790.00; Riley Bros. Construction, Inc., Morris, Minnesota, \$225,336.00.

Motion by Hovland, seconded by Blaufuss and carried, to turn all project bids over to the Highway Department for tabulation.

Motion by Blaufuss, seconded by Folstad and carried, to approve a Memorandum of Understanding designating Clay County Public Health and Wilkin County Public Health to act as representatives of the Minnesota Department of Health in providing shared services for the Nurse-Family Partnership Program.

Motion by Miranowski, seconded by Blaufuss and carried, to approve the Public Health Report as presented by Deb Jacobs, Director.

Commissioner Blaufuss offered the following resolution and moved for its adoption. The motion was seconded by Commissioner Miranowski and carried.

RESOLUTION 23-15

BE IT RESOLVED, that the Labor Agreement between Wilkin County and the Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320, covering certain employees in the "Essential Licensed Unit" bargaining unit and the wages and benefits described in said Agreement for the period January 1, 2015, through December 31, 2015, be approved and that the Board's Chair be authorized to enter into a contract in accordance with the terms and conditions therein.

Adopted this 16th day of June, 2015.

Robert Louis Perry
Chairman

Attest: Janelle Krump
County Auditor-Treasurer
(Seal)

Commissioner Hovland offered the following resolution and moved for its adoption. The motion was seconded by Commissioner Miranowski and carried.

RESOLUTION 24-15

BE IT RESOLVED, that the Labor Agreement between Wilkin County and the Minnesota Teamsters Public and Law Enforcement Employees' Union, Local No. 320, covering certain employees in the "Essential Non-Licensed Unit" bargaining unit and the wages and benefits described in said Agreement for the period January 1, 2015, through December 31, 2015, be approved and that the Board's Chair be authorized to enter into a contract in accordance with the terms and conditions therein.

Adopted this 16th day of June, 2015.

Robert Louis Perry
Chairman

Attest: Janelle Krump
County Auditor-Treasurer

(Seal)

Motion by Folstad, seconded by Miranowski and carried, to approve the Red River Basin Commission request for funds, in the amount of \$178.00, to continue to provide its administration to the Minnesota County Commissioners' Joint Powers Board.

Motion by Folstad, seconded by Hovland and carried, to approve appointing Rick Teberg to the vacated positions on the Regional Advisory, and Owners and Operators Committees of the Central Minnesota Emergency Services Board.

Motion by Blaufuss, seconded by Hovland and carried, to approve the purchase of an 8 channel DVR, camera and monitor from S & S Security Services, LLC in the amount of \$2,544.95 for the courtroom. This will replace a monitor that quit working and for increased security.

Chairman Perry closed the meeting at 9:29 A.M. to discuss a personnel issue.

Chairman Perry reopened the regular meeting at 9:38 A.M. with no action being taken as a result of the closed session.

Motion by Blaufuss, seconded by Folstad and carried, with Commissioner Miranowski abstaining from the vote, to approve the low bid from Riley Bros. Construction, Inc., Morris, Minnesota, in the amount of \$225,336.00 for County Highway Projects SAP 084-599-156, SAP 084-599-159, and SAP 084-599-160.

Informational items were shared.

The Family Service Report was approved as presented by David Sayler, Director, on motion by Folstad, seconded by Miranowski and carried.

With no further business before the Commission at this regular meeting and the next meeting date set for July 14, 2015, in the Commissioners Room at 8:00 A.M., Chairman Perry adjourned the meeting at 10:22 A.M.

Robert Louis Perry
Chairman

Attest: Janelle Krump
County Auditor-Treasurer
(Seal)