

COMMISSIONER PROCEEDINGS
December 17, 2013

Minutes of the Wilkin County Board of Commissioners held at the Courthouse, Breckenridge, Minnesota on Tuesday, December 17, 2013. All Commissioners were present. Chairman Blaufuss called the meeting to order at 8:00 A.M.

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

Motion by Miranowski, seconded by Perry and carried, to approve the minutes of the December 3, 2013 meeting, and the December 5, 2013 Truth-in-Taxation meeting.

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

Resolution 35-13

BE IT RESOLVED, that the County Board at its first session in each year, shall elect from its members a chair and a vice-chair. The chair shall preside at its meetings and sign all documents requiring signature on its behalf. The chair's signature attested by the clerk of the County Board, shall be binding as the signature of the board. In case of the absence or incapacity of the chair, the vice-chair shall perform the chair's duties. If the chair and the vice-chair are absent from any meeting, all documents requiring the signature of the board shall be signed by a majority of it and attested by the clerk.

Adopted this 17th day of December, 2013.

John Blaufuss
Chairman

Attest: Wayne Bezenek
County Auditor
(Seal)

The following claims were allowed and ordered paid on December 19, 2013, as provided by Chapter 673, law of 1969, on motion by Hovland, seconded by Miranowski and carried.

Warrants Approved On 12/17/2013
For Payment 12/19/2013

General Revenue			
Vendor Name	Amount	Vendor Name	Amount
A'viands, Llc	6,629.96	Ackerman Land Surveying, Inc.	120.00
American Communications, Inc.	1,974.07	American Solutions For Bus.	2,241.15
Ameripride Services, Inc.	172.83	Association Of Mn Counties	25.00
Barnesville Record-Review	63.00	Black Hills Ammunition	389.50
Blackhawk, Inc	609.67	Blaufuss/John	56.50
Bob Barker Company, Inc	172.24	Breck Tesoro	226.49
Breckenridge Collision & Towing	261.50	Breckenridge Police Dept	3,115.21
Brian's Electric, Llc	100.00	Computer Professionals	3,570.25
Conzemius Oil Company	1,621.87	Cooper's Technology	958.67
CW Valley Co-Op	136.61	Dacotah Paper Company	131.59
Daily News	1,170.73	Dakota Veterinary Hospital	160.00

Digital Guru, Inc.	75.94	Election Systems & Software, Inc.	946.82
ELITE Heating and Air	277.46	Farm City Supply	269.47
Fleet Servics-Dept Of Admin	2,908.85	Forum Communications Printing	90.36
Forum/The	163.00	Fox/Timothy E J	931.91
Grant County Sheriff's Dept	1,991.55	Hillyard/Hutchinson	374.00
Huckeby, Randy	82.50	Hulne/Rose Ann	85.88
Independent Emergency Services	219.76	Jobshq	762.64
John Deere Financial	774.39	Kbmw Radio Station	248.00
Keepsrs	266.84	Klindt/Linda	10.17
Koval/Breanna	118.56	Lakes Country Service Coop	250.00
Liberty Business Systems	284.43	Liberty Business Systems, Inc.	70.00
Lloyd's 75 Service	999.01	Machine Design, Inc.	1,324.54
Madden Galanter Hansen, LLP	85.56	Melkert/Kevin	59.33
Minnesota Land Title Association	150.00	Minnesota Sheriff's Association	280.00
Mn County Attorneys Assn	325.00	Mn Department Of Labor & Ind.	20.00
Mn Office Of Enterprise Tech.	2,025.60	Morris Electronics, Inc.	1,348.58
Morris Police Dept	940.03	Mph Industries, Inc	77.04
Mund/Dawn	295.60	Office of MN . IT Services	22.50
Postmaster	200.00	Quill Corporation	434.34
Reardon Office Equipment	193.46	Reliance Telephone Systems Inc	1,000.00
Roberge/L. Glen	102.91	Rothsay Regional Report	126.00
Sanford Health	175.00	SECAP Finance	173.14
Solberg/Sue	7.91	Stanley Security Solutions	162.00
Summerville Electric, Inc	26.85	Timekeeping Systems, Inc.	515.38
Uniforms Unlimited Inc	121.00	Verhaagen/Ron	118.09
Wahpeton Ace Hardware	79.98	Wahp/Breck Board Of Realtors	510.00
Waste Management Of Wi-Mn	278.40	West Central Regional Juvenile	1,546.88
Western Area Cities & Co. Coop	1,427.60	WEX BANK	2,219.46
Wilkin County Family Service	311.32	Wilkin County Public Health	262.50
Withuski/Dr. Jeffrey	45.00		
	General Revenue Fund	53,099.38	

Road & Bridge Fund

Vendor Name	Amount	Vendor Name	Amount
Ackerman Land Surveying, Inc.	3,689.00	Albertson's Parts City	255.50
American Communications, Inc.	633.01	Ameripride Services, Inc.	341.91
Auto Creation Signs	63.06	Auto Value Wahpeton	577.69
Bauer Built	1,639.44	Breck Tesoro	512.62
Certified Laboratories	197.72	Colonial Door Co.	42.00
Commissioner Of Trans. Ms 215	967.50	Computer Professionals	465.32
CW Valley Co-Op	20.70	Diamond Mowers, Inc.	303.52
Farm & Home Publishers	106.75	Farm City Supply	271.16
Farmers Union Oil Of Southern	3,517.47	Farnam's Genuine Parts, Inc.	195.75
Fastenal Company	605.17	Force America, Inc.	252.36
Fuchs Sanitation	47.19	Gillund Enterprises	196.96
Gully/Harvey G	300.00	Jav Construction Inc.	14,990.00
Jawaski Glass And Repair, Inc.	431.43	John Deere Financial	1,360.25
Knutson Electric Rebuilding	87.95	Krause Brothers Construction, Inc.	4,349.73
Kris Engineering, Inc.	6,853.81	L & O Acres Transport, Inc.	1,959.18
Lawson Products, Inc	87.77	Liberty Business Systems	2,398.68
Little Falls Machine Inc	443.87	Lloyd's 75 Service	36.36
Mac's Inc.	116.21	Machine Design, Inc.	810.43
Matheson Tri-Gas Inc.	149.96	Mn Dept Of Labor & Industry	100.00
Nelson International	88.48	Nord/Diane	1,140.00
Northern Safety Technology, Inc	3,166.84	Olson Oil Company, Inc	6,910.85

Otter Tail County Treasurer	34,030.20	Pro Build - Wahpeton	1,130.68
Rothsay Farmers Co-Op	93.03	Rothsay Truck Stop & Cafe, Inc	56.00
Sturdevant's Inc	134.64	Tbei/Trk Bodies & Equip Intl, Inc.	2,671.88
Todd's Welding, Inc	493.87	Twin City Optical Co., Inc.	129.82
US Auto Force	1,042.40	Valley Fab & Repair, Inc.	54.37
Wahpeton Glass & Paint Co	456.55	Wallwork Truck Center	773.95
Waste Management Of Wi-Mn	169.52	Wilkin County Highway Dept	40.29
Ziegler, Inc	20,423.16		
Road & Bridge Fund			122,383.96

County Ditch Fund

Vendor Name	Amount	
Wilkin County Highway Dept	106,110.18	
County Ditch Fund		106,110.18

Community Health

Vendor Name	Amount	Vendor Name	Amount
American Communications, Inc.	712.91	Bjerke/Diane	128.77
Brown/Prescilla	68.74	City Of Barnesville	743.62
Clay County Health Dept	338.07	Daily News	524.50
Davids/Jeanne	320.52	Dietz/Linda	110.72
Frendin/Linda	79.10	Henry Schein	178.25
Hovland/Lyle E.	42.94	Innovative Office Solutions Inc	853.47
Jacobs/Debra	32.88	Klein/Lynette	80.23
Lindberg-Loll/Michelle	16.03	Lss Senior Companion Program	128.45
Melkert/Linda	95.48	Miranowski/Naomi	12.99
Nordick/Cathy	29.89	Olson/Marilyn	81.00
Perrier/Matthew	10.73	Print Shoppe, Inc./The	229.78
Reardon Office Equipment	1,158.53	Reinke/Katrina	4.80
Rothsay Regional Report	20.00	SafePhone Inc	105.00
Schultz/Mindy	33.90	Swenson/Debra A	142.77
Wallace/Erma	156.54	Wilkin County Family Services	1,149.22
Community Health			7,589.83

Environmental Fund

Vendor Name	Amount	Vendor Name	Amount
Ameripride Services, Inc.	130.89	Bob's Pest Control Services	48.09
Breck Tesoro	155.15	Daily News	14.00
Farmers Union Oil Of Southern	474.41	Jirak Trucking, Inc.	1,350.00
John Deere Financial	80.27	Jubilee Foods	59.50
Liberty Tire Recycling, Llc	1,015.58	M & M Contractors	100.00
Mergens/Paul	108.00	Northern Safety Co., Inc.	88.85
Northwestern Equipment Inc	135.04	Protection Systems, Inc.	363.38
Schmitty's Plumb. & Heating, Inc.	339.25	Service Master Of Wahpeton	614.53
Todd's Welding, Inc	50.51	Valley Fab & Repair, Inc.	71.68
Waste Management Of Wi-Mn	1,213.33		
Environmental Fund			6,412.46

Gravel Tax Reserve

Vendor Name	Amount	
Wilkin County Highway Dept	22,454.08	
Gravel Tax Reserve		22,454.08

FINAL TOTAL 318,049.89

Motion by Folstad, seconded by Perry and carried, to approve the following per diems to-wit:

John Blaufuss	\$455.00
Neal Folstad	\$520.00
Lyle Hovland	\$390.00
Stephanie Miranowski	\$585.00
Robert Louis Perry	\$715.00

Motion by Miranowski, seconded by Perry and carried, to approve quarterly meal reimbursements in the amount of \$428.57, to be paid with the December payroll.

After review, motion by Perry, seconded by Folstad and carried, to approve the quarterly mileage logs.

Commissioner Folstad offered the following resolution and moved for it's adoption. The motion was seconded by Commissioner Hovland and carried.

RESOLUTION 36-13

WHEREAS, Wilkin County is a political subdivision of the State of Minnesota.

BE IT RESOLVED, that the Wilkin County Board of Commissioners, having examined the expenses to be necessarily incurred for the ensuing year, hereby authorizes the County Auditor to extend on the tax lists of the County of Wilkin, to be collected in 2014 in the amount of \$7,215,925.00 based on the attached Exhibit "A".

Dated this 17th day of December, 2013.

John Blaufuss

Chairperson

Attest: Wayne Bezenek
County Auditor
(Seal)

EXHIBIT "A"

FUND	TOTAL	
Revenue	\$3,464,470	
Environmental		3,500
Soil and Water Conservation District	70,000	
Historical Society	10,000	
Agricultural (Fair)		8,000
Nurse		362,219
Road and Bridge	1,829,059	
Welfare		1,245,439
Regional Library		49,795
Bonded Debt Service	327,398	
Sub-Total	\$7,369,880	
Less County Program Aid Certified for 2013	- 153,955	
Final Approved 2014 County Levy	\$7,215,925	

Motion by Hovland, seconded by Miranowski and carried, to set the 2014 Wilkin County budget in the amount of \$16,723,599.00.

Rick Fiedler, Wilkin County Sheriff, presented the Minnesota Sheriff's Association Office Support Person of the Year Award to Darcy Heitkamp, Wilkin County Sheriff Department Employee.

Motion by Perry, seconded by Hovland and carried, to approve a pay grade change for a Sheriff Department position to Grade #13, as recommended by the County's consultant.

Motion by Perry, seconded by Folstad and carried, to approve payment of the Wilkin County share of the 2013 cost associated with the Richland /Wilkin JPA in the amount of \$23,730.22, with an auditor's warrant.

Commissioner Miranowski offered the following resolution and moved for it's adoption. The motion was seconded by Commissioner Perry and carried.

RESOLUTION 37-13
Lost or Destroyed Warrant - Sec. 471.415
Minnesota Statutes

WHEREAS, Titan Machinery Rental, Wahpeton, North Dakota, has filed an affidavit stating that Warrant No. 46143, issued in their favor, in the amount of \$14,546.92 has been lost or destroyed in the following manner: lost through mailing; and,

WHEREAS, Sec. 471.415, Minnesota Statutes provides for issuing duplicate warrants for those lost or destroyed and without the filing of indemnifying bond to cover same upon the approval of the Governing Body of the County.

THEREFORE, BE IT RESOLVED, that the County Auditor be authorized to issue a duplicate of the above mentioned warrant without the filing of an indemnifying bond and after payment has been stopped on the original warrant issued, by the County Treasurer.

Adopted this 17th day of December, 2013.

John Blaufuss
Chairman

Attest: Wayne Bezenek
County Auditor
(Seal)

Motion by Perry, seconded by Folstad and carried, to approve a contract with Clay County for Sanitarian Services.

Motion by Hovland, seconded by Folstad and carried, to approve a contract with Clay County for Sanitarian Services for Septic Inspections as needed.

Commissioner Miranowski offered the following resolution and moved for it's adoption. The motion was seconded by Commissioner Perry and carried.

RESOLUTION 38-13

WHEREAS, the Wilkin County Commission adopted a procedure on December 20, 2005, “To require all property splits presented be accompanied by a survey map prepared by a certified surveyor”; and

WHEREAS, on March 14, 2006, the Wilkin County Commission amended said motion to be continued to read with additional wording as follows: “and to require that all property splits with parcels to be transferred by metes and bounds with a call for direction, be accompanied by a survey map prepared by a certified surveyor; and

WHEREAS, the Wilkin County Recorder has requested an amendment to the motions with additional language.

BE IT RESOLVED, that the Wilkin County Board of Commissioners amend earlier stated motions as follows: Wilkin County requires that all property splits presented, including those which can only be described by metes and bounds (call for direction) be accompanied by a survey map, plat or certificate prepared by a registered/professional surveyor licensed in the State of Minnesota.

BE IT FURTHER RESOLVED, that the survey and map, plat or certificate shall indicate that all boundary corners have been set and shall indicate upon the map, plat, or certificate the County Coordinate values (Northing & Easting) of the controlling government corners and on all corners of the parcel being surveyed and described.

BE IT FURTHER RESOLVED, that upon completion of the survey, a Corner Location Certificate of the controlling Government Corners of the survey be submitted to the Wilkin County Recorders Office with the Wilkin County Coordinate values (Northing & Easting) displayed upon the certificate. If a Corner Location Certificate has already been filed for a controlling corner survey, an additional or updated certificate only needs to be filed if the existing certificate does not contain the County Coordinate values.

Adopted this 17, December, 2013.

John Blaufuss
Chairman

Attest: Wayne Bezenek
County Auditor
(Seal)

Commissioner Perry offered a resolution to increase the Commissioners Salary by 3% in 2014, and moved for it’s adoption. The motion was seconded by Commissioner Folstad. The resolution failed by a 2 to 3 vote with Perry and Folstad voting yes and Miranowski, Hovland and Blaufuss voting no.

Commissioner Hovland offered the following resolution to increase the Commissioner salary by 2% in 2014, and moved for it’s adoption. Commissioner Miranowski seconded the motion which was adopted on a 3-2 vote. Commissioners Miranowski, Hovland, and Blaufuss voting yes, and Commissioners Folstad and Perry voting no.

RESOLUTION 39-13

WHEREAS, the County is required to set the annual salary for the County Commissioners prior

to the new year.

THEREFORE, BE IT RESOLVED, that the annual salary of the Wilkin County Commissioners be set at \$15,904.00 for 2014.

BE IT FURTHER RESOLVED, that the Chairperson, for additional duties as the Chairperson, receive additional compensation in the amount of \$900.00 annually.

Adopted this 17th day of December, 2013.

John Blaufuss
Chairperson

Attest: Wayne Bezenek
County Auditor

(Seal)

Commissioner Perry offered the following resolution and moved for it's adoption. The motion was seconded by Commissioner Hovland. The resolution was adopted on a 3 to 2 vote. Commissioners Perry, Hovland, and Folstad voting yes and Commissioners Miranowski and Blaufuss voting no.

RESOLUTION 40-13

BE IT RESOLVED, That per diem payments to County Commissioners shall be \$75.00 per diem effective January 1, 2014, payable upon presentation of said claim at a regular meeting of the County Board and payable for those activities requiring the presence of the Commissioner assigned by committee appointment or by virtue of the office including but not limited to the following:

County Extension Committee
Classification of Lands/Appraisals Forfeited Tax
Welfare Board
Public Health Nursing Committee
AMC
Other Committees established in January, 2014.

BE IT FURTHER RESOLVED, That all proper and necessary expenses will be reimbursed to each individual Commissioner for the performance of their duties as provided by law.

BE IT FURTHER RESOLVED: That per diems of \$75.00 will extend to Wilkin County Citizens which have been appointed by the County Commissioners to serve on Wilkin County Committees.

Adopted this 17th day of December, 2013.

John Blaufuss

Chairperson

Attest: Wayne Bezenek
County Auditor

(Seal)

Motion by Folstad, seconded by Perry and carried, to approve the pay grade change for the Public Health Nursing Director to Grade 36 as recommended by the County's consultant.

Motion by Folstad, seconded by Miranowski and carried, to call for advertising and publication bids and official county newspaper, to be opened on January 7, 2014.

Motion by Miranowski, seconded by Hovland and carried, to authorize a 2013 fire tax abatement in the amount of \$137.00 for County Parcel No. 23-050-4405 and authorize the County Assessor to lower the 2013 Estimated Market Value to \$6,700.00.

The County Commission set the January 2014, Meetings as follows: Organizational meeting on January 7, 2014; regular meeting on January 14, 2014; Welfare meeting on January 21, 2014.

Motion by Folstad, seconded by Miranowski and carried, to approve the Welfare Report provided by David Sayler, Director.

Motion by Hovland, seconded by Miranowski and carried, to reopen or extend the call for quotes for the Courthouse electrical retro-fit until December 20, 2013, and to review the quotes and accept the low quote at a special meeting on December 31, 2013, at 10:00 A.M.

Several informational items were shared.

Chairman Blaufuss closed the regular meeting at 10:50 A.M. to discuss contract negotiations.

The meeting was reopened at 11:40 A.M. with no action taken as a result of the closed meeting.

With no further business before the Commission, and the next meeting date set for the special meeting on December 31, 2013, in the Commissioners Room at 10:00 A.M., Chairman Blaufuss adjourned the meeting at 11:41A.M.

John Blaufuss
Chairman

Attest: Wayne Bezenek
County Auditor
(Seal)