

**COMMISSIONER PROCEEDINGS**  
**December 18, 2012**

Minutes of the Board of Wilkin County Commissioners held at the Courthouse, Breckenridge, Minnesota, on Tuesday, December 18, 2012. All Commissioners were present. Chairperson Miranowski called the meeting to order at 8:00 A.M.

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

Motion by Perry, seconded by Blaufuss and carried, to approve the minutes of the December 11, 2012, meeting.

Motion by Blaufuss, seconded by Perry and carried, to approve the new position of Assessor Technician and placing it on the County pay scale as a grade 12 position.

The following claims were allowed and ordered paid on December 20, 2012, as provided by Chapter 673, Law of 1969, on motion by Folstad, seconded by Hovland and carried.

Warrants Approved On 12/18/2012  
For Payment 12/20/2012

General Revenue Fund			
Vendor Name	Amount	Vender Name	Amount
A'viands, Llc	6,780.19	Ackerman Land Surveying, Inc.	900.00
AEDGRANT.COM	2,949.38	Ambulance Service, Inc	125.00
American Communications, Inc.	4,225.75	American Solutions For Business	2,116.01
Ameripride Services, Inc.	352.53	Association Of Mn Counties	75.00
Avenet Web Solutions	30.00	Barnesville Record-Review	59.50
Bob Barker Company, Inc	198.64	Breck Tesoro	171.02
Breckenridge Collision & Towing	277.00	Breckenridge Police Dept	2,083.14
Computer Professionals	3,454.60	Creative Product Source, Inc.	258.23
Cummins	296.50	Cw Valley Co-Op	99.10
Dacotah Paper Company	108.42	Daily News	1,183.23
Dakota Veterinary Hospital	70.00	Digital Guru, Inc.	75.00
Election Systems & Software, Inc.	6,633.96	Esri	405.50
Farm City Supply	201.18	Fleet Servics-Dept Of Admin	2,303.55
Forum Communications Printing	57.32	Forum/The	163.00
Fox/Timothy E J	815.56	Grant County Sheriff's Dept	1,779.04
Great America Leasing Corp.	173.71	Hillyard/Hutchinson	351.03
Hovland/Lyle E.	188.71	Independent Emergency Services	109.88
Information Systems Corp	835.91	Jawaski Glass And Repair, Inc.	261.55
Johanson/Sue	124.32	Jubilee Foods	8.28
Kbmw Radio Station	176.00	Keeprs	64.27
L-TRON Corporation	344.54	Liberty Business Systems	122.07
Liberty Business Systems, Inc.	74.81	Lloyd's 75 Service	1,110.70
M-R Sign Company	259.02	Maa0 Region Vii-Treasurer	275.00
Maco	830.00	Mccc, Mi33	1,400.00
Minnesota Official Marriage	300.00	Minnesota Sheriff's Association	56.96
Mn County Attorneys Assn	325.00	Mn Department Of Labor & Ind.	20.00
Morris Electronics, Inc.	1,556.05	Normech, Inc.	456.00
Northwest Iron Fireman, Inc	242.63	Postmaster	190.00

Print Shoppe, Inc./The	160.31	Pro-West & Associates, Inc.	10,300.00
Quill Corporation	79.28	Reardon Office Equipment	1,801.12
Sanford Health	175.00	Scott's Electric, Inc.	356.17
St Francis Healthcare Campus	80.00	Stanley Security Solutions	551.78
The Minnesota Chemical Co.	52.37	Uniforms Unlimited Inc	75.43
Us Auto Force	574.52	Verhaagen/Ron	349.84
W/B Board Of Realtors	517.23	Waste Management Of Wi-Mn	240.29
West Central Regional Juvenile	1,489.59	West Payment Center	213.57
Western Area Cities & Co Coop	1,427.60	WEX BANK	2,771.03
Final Total:		69,318.92	

#### Road & Bridge Fund

Vendor Name	Amount	Vender Name	Amount
Albertson's Parts City	205.69	Ameripride Services, Inc.	213.68
Auto Creation Signs	84.97	Auto Value Wahpeton	531.06
Blazer Express	1,244.84	Breck Tesoro	333.26
Central Specialities, Inc.	787.50	Colonial Rental	37.45
Commissioner Of Trans. Ms	215 489.96	Computer Professionals	447.07
Conzemius Oil Company	227.75	Cw Valley Co-Op	235.93
Farm City Supply	109.17	Farmers Union Oil Of Southern	2,033.49
Fastenal Company	51.73	Fuchs Sanitation	47.19
Gully/Harvey G	300.00	Interstate Batteries	85.48
Interstate Tire Inc	77.86	Jim's Shoe Repair	6.50
John Deere Financial	1,866.18	Jubilee Foods	33.43
Kris Engineering, Inc.	2,284.75	Larson Welding & Mach Co., Inc.	600.00
Lloyd's 75 Service	15.00	Locators & Supplies, Inc.	1,529.79
M-R Sign Company	413.75	Machine Design, Inc.	5,190.12
Minn-Kota Communications, Inc.	218.93	Mn Weights And Measures	230.00
Mooreton Htg & Ac	758.05	Northern Safety Technology, Inc.	73.69
Onsite Medical Service, Inc.	450.00	Praxair Distribution	77.44
Quill Corporation	200.30	Riveland's Aircraft Interior	230.00
Rothsay Farmers Co-Op	251.92	Rothsay Store Front	23.61
Rothsay Truck Stop & Cafe, Inc	51.60	Royal Tire, Inc.	10,826.15
Smith Motors, Inc	2,700.00	Stenerson Lumber (Sblc)	1,069.67
Sturdevant's Inc	71.60	Titan Access Account	881.55
Titan Machinery	601.51	Titan Machinery Rental	13,504.74
Todd's Welding, Inc	88.33	True North Steel	53,261.38
Valley Fab & Repair, Inc.	63.92	Wahpeton Glass & Paint Co	345.56
Wallwork Truck Center	42.11	Waste Management Of Wi-Mn	146.81
Wilkin County Highway Dept	63.53	Ziegler, Inc	1,023.20
Final Total:		106,739.20	

#### Ditch Fund

Vendor Name	Amount
Wilkin County Highway Dept.	326,327.83
Final Total:	326,327.83

#### Community Health Fund

Vendor Name	Amount	Vender Name	Amount
American Communications, Inc.	132.50	Breckenridge Public Schools	52.80
Clay County Health Dept	300.00	Community Systems Group, Inc	3,125.00
Daily News	545.90	Davids/Jeanne	242.98
Dietz/Linda	46.74	Innovative Office Solutions Inc	62.25
Jacobs/Debra	52.74	Jubilee Foods	66.37
Kbmw Radio Station	9.00	Klein/Lynette	55.78

Lindberg-Loll/Michelle	129.87	Lss Senior Companion Program	70.60
Mccc, Mi33	17,700.75	Melkert/Linda	137.92
Miranowski/Naomi	96.85	Nordick/Cathy	153.73
Packard/Mata	22.20	Perrier/Matthew	133.75
Reardon Office Equipment	750.90	Roeder/Lorraine	82.72
Rothsay Regional Report	20.00	Schultz/Mindy	98.79
Swenson/Debra A	164.39	Wanek/Kim	34.86
Final Total:		24,289.39	

Environmental Fund			
Vendor Name	Amount	Vender Name	Amount
Ameripride Services, Inc.	123.55	Bob's Pest Control Services	48.09
Breck Tesoro	146.63	Colonial Door Co.	40.00
Farmers Union Oil Of Southern	376.97	Green Lights Recycling, Inc.	424.50
Interstate Tire Inc	516.80	Jirak Trucking, Inc.	1,350.00
Jubilee Foods	93.92	Midcontinent Communications	20.83
Mn Weights And Measures	170.00	Morris Electronics, Inc.	52.50
Protection Systems, Inc.	358.03	Waste Management	364.97
Waste Management Of Wi-Mn	218.84		
Final Total:		4,305.63	
FINAL TOTAL		530,980.97	

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

John Blaufuss	\$300.00
Neal Folstad	\$450.00
Lyle Hovland	\$300.00
Stephanie Miranowski	\$350.00
Robert Louis Perry	\$450.00

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

Motion by Perry, seconded by Blaufuss and carried, to approve quarterly meal reimbursements in the amount of \$255.82 to be paid with the December payroll.

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

**RESOLUTION 50-12**  
**Lost or Destroyed Warrant - Sec. 471.415**  
**Minnesota Statutes**

WHEREAS, Stephanie Miranowski, Breckenridge, Minnesota has filed an affidavit stating that Warrant No. 13287, issued in her favor, in the amount of \$11.10 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 18<sup>th</sup> day of December, 2012.

Stephanie Miranowski  
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 Folstad and carried.

#### RESOLUTION 51-12

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 \$15,592.00 for 2013.

BE IT FURTHER RESOLVED, that the Chairperson, for additional duties as the Chairperson, receive additional compensation in the amount of \$780.00 annually.

Adopted this 18<sup>th</sup> day of December, 2012.

Stephanie Miranowski  
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 and carried.

#### RESOLUTION 52-12

BE IT RESOLVED, That per diem payments to County Commissioners shall be \$65.00 per diem effective January 1, 2013, 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, 2013.

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 \$65.00 will extend to Wilkin County

citizens which have been appointed by the County Commissioners to serve on Wilkin County Committees.

Adopted this 18<sup>th</sup> day of December, 2012.

Stephanie Miranowski

Chairperson

Attest: Wayne Bezenek  
County Auditor  
(Seal)

Motion by Folstad, seconded by Hovland and carried, to replace the County's IBM 515 main computer with the purchase of an IBM Power7 720 with warranty at a cost of \$25,199.00 from CPS Technology Solutions, Hamel, Minnesota. The motion includes an amendment to the County Revenue Budget to utilize budgeted use of available funds in that amount for the purchase.

Motion by Perry, seconded by Blaufuss and carried, to grant MnDOT a Temporary Right to Construct on County property and authorized the Chairperson and County Auditor to sign same.

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

**RESOLUTION NO. 53-12**

**BE IT RESOLVED**, that Wilkin County act as sponsoring agency for a "Safe Route to School" project identified as Breckenridge Pedestrian Facility Improvements and acknowledges herewith that it is willing to be the project sponsor; knowing full well that such sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

**BE IT FURTHER RESOLVED**, that Beverly Wilson, City Clerk-Treasurer, is hereby authorized to act as agent on behalf of this applicant.

**AGREEMENT TO MAINTAIN FACILITY**

**WHEREAS**, The Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right-of-way acquired without prior approval from the FHWA;

**AND WHEREAS**, Safe Route to School projects receive federal funding from the Surface Transportation Program (STP) of the Transportation Equity Act (SAFETEALU);

**AND WHEREAS**, the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with Safe Route to School funds, this requirement should be applied to the project sponsor;

**AND WHEREAS**, Wilkin County is the project sponsor for the Safe Route to School project identified as Breckenridge Pedestrian Facility Improvements.

**NOW THEREFORE BE IT RESOLVED**, that Wilkin County hereby agrees to sponsor the aforementioned Safe Routes to School project on behalf of the City of Breckenridge.

Adopted this 18<sup>th</sup> day of December, 2012.

Stephanie Miranowski  
Chairperson

ATTEST: Wayne Bezenek  
County Auditor  
(Seal)

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

**RESOLUTION 54-12**

**WHEREAS**, Wilkin County has established a compensation program with grade levels with step increases for all County employees, to include all Appointed Officials.

**WHEREAS**, Wilkin County is required by law to set the salary each year for the County Assessor.

**BE IT RESOLVED**, Wilkin County has set the salary of the County Assessor, for the year 2013, as indicated by the schedule on file for that position in the County Auditor's Office.

Adopted this 18<sup>th</sup> day of December, 2012.

Stephanie Miranowski  
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 and carried.

**RESOLUTION 55-12**

**IT IS RESOLVED**, that Wilkin County enter into MnDOT Agreement No. 02656 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use and maintenance of County State Aid Highway No. 18 as a detour route during the contract construction to be performed upon, along and adjacent to Trunk Highway No. 9 from at R.P. 123.00+000 (Bridge 6742) under State Project No. 8409-22 (T.H. 09).

**IT IS FURTHER RESOLVED**, that the County Engineer and the Assistant County Engineer are authorized to execute the agreement and any amendments to the agreement.

Adopted this 18<sup>th</sup> day of December, 2012.

Stephanie Miranowski  
Chairperson

Attest: Wayne Bezenek  
County Auditor  
(Seal)

**Motion by Folstad**, seconded by Blaufuss and carried, to approve County credit card applications for two Public Health Employees.

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

Several informational items were shared.

Motion by Perry, seconded by Folstad and carried, to re-appoint Commissioner Blaufuss as the County's representative at the Juvenile Detention Center, Moorhead, Minnesota, with Commissioner Hovland as an alternate.

At 9:50 A.M. Chairperson Miranowski closed the meeting to discuss employee contract negotiations.

The regular meeting re-convened at 10:55 A.M. with no action taken as a result of the closed meeting.

With no further business before the Commission and the next meeting set for the organizational meeting on January 8, 2013, at 8:00 A.M. in the Commissioners Room, Chairperson Miranowski adjourned the meeting at 10:56 A.M.

Stephanie Miranowski  
Chairperson

Attest: Wayne Bezenek  
County Auditor  
(Seal)