

The Meeker County Board of Commissioners met on June 4, 2019, at the Meeker County Courthouse in the City of Litchfield, Minnesota. Call to order was at 8:30 a.m. by Chair Mike Housman.

Present: Commissioners – Beth Oberg, Joe Tacheny, Mike Housman, Steve Schmitt and Bryan Larson, County Attorney Brandi Schiefelbein, County Administrator Paul Virnig and Administrative Coordinator Cori Heacock.

Meeting opened with Pledge of Allegiance.

Board Chair Housman called for public comments and there were none.

Motion by Schmitt, second by Tacheny to approve the June 4, 2019 agenda as amended to include approval of a promotion for Administrative Clerk Hailey Carlson and removing the County burial agenda item.

Motion carried unanimously.

Motion by Larson, second by Tacheny to approve County Board minutes for May 21, 2019 as printed. Motion carried unanimously.

Motion by Oberg, second by Larson to approve the purchase of Fidler Bastion Hosted Services for the County Recorder Office for an annual maintenance fee of \$3200.

Motion carried unanimously.

Motion by Tacheny, second by Schmitt to approve the Joint Powers Agreement between the State of Minnesota Department of Public Safety, Bureau of Criminal Apprehension and Meeker County Court Services, and adopt the following resolution:

WHEREAS Meeker County, on behalf of its Probation Department, desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the County is eligible. The Joint Powers Agreements further provide the County with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the Meeker County Board of Commissioner, Minnesota, as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and Meeker County, on behalf of its Probation Department is hereby approved. Copies of the Joint Powers Agreement is attached to this Resolution and made part of it.
2. That Interim Probation Supervisor Denise Olson, or her successor, is designated the Authorized Representative for the Probation Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.
3. That Meeker County Board Chair Mike Housman and Meeker County Administrator Paul Virnig, is authorized to sign the State of Minnesota Joint Powers Agreements.

Commissioners Larson, Schmitt, Housman, Tacheny, and Oberg voting "yes".

Motion carried unanimously. Resolution declared adopted. #2019-07.

Motion by Schmitt, second by Tacheny to approve the Minnesota Department of Corrections Caseload/Workload Grant Agreement in the amount of \$53,165, for the term of July 1, 2019 – June 30, 2021.

Motion carried unanimously.

Motion by Larson, second by Schmitt to approve the Minnesota Department of Corrections Remote Electronic Alcohol Monitoring (REAM) Grant Agreement in the amount of \$2,000, for the term of July 1, 2019 – June 30, 2021.

Motion carried unanimously.

Human Service Professionals Amy Inglett and Kelsey Hammer presented an Adult Protection Report to the Board.

Human Services Professional Tina Schenk and Human Services Manager Pat Thomas presented a Child Foster Care Report to the Board.

Motion by Schmitt, second by Larson to approve promotion of Administrative Clerk Hailey Carlson, Level A12 Step 3, \$17.03 per hour, to Human Services Technician, Level B21 Step 1, \$18.44 per hour, effective June 1, 2019.

Motion carried unanimously.

Motion by Larson, second by Schmitt to approve Social Services accounts payable as follows:

Human Services Fund	\$53,005.58
---------------------	-------------

Motion carried unanimously.

Motion by Schmitt, second by Larson to approve status change for Corrections Corporal Shanna Krebsbach, Level 8s Step H, \$26.41 per hour, to Corrections Sergeant, Level B31 Step 9, \$28.26 per hour, and with on-call pay of \$225 per month, and no change to her anniversary date, effective June 4, 2019.

Motion carried unanimously.

Motion by Larson, second by Tacheny to approve hire of Part-time Deputy Sheriff Tara Dow, Level 9Ds Step A, \$23.91 per hour, effective June 20, 2019, pending successful exams.

Motion carried unanimously.

Motion by Larson, second by Schmitt to approve amending Mortuary Transport Service Agreement to increase fee from \$500 to \$550, for any Meeker County funeral home provider.

Motion carried unanimously.

Motion by Oberg, second by Schmitt to approve a lease agreement with Landwehr Construction for use of County property at Highway 12 and East 7<sup>th</sup> Street, Litchfield, for the period of May 28, 2019 – August 1, 2021.

Motion carried unanimously.

Public Works Director Phil Schmalz distributed the 2018 Meeker County Highway Department Annual Report to the Board.

Motion by Schmitt, second by Larson to approve promotion of Ditch Inspector Ed Hoekstra, Level B24 Step 2, \$22.98 per hour to Assistant Public Works Superintendent, Level B32 Step 3, \$25.57 per hour, effective June 10, 2019.

Motion carried unanimously.

Motion by Larson, second by Schmitt to award the 2019 Weed Spraying contract to Kivisto West, Dassel, for \$25,448.00.

Motion carried unanimously.

Motion by Oberg, second by Tacheny to approve the first-half 2019 Dassel Township Non-Maintenance Agreement payment in the amount of \$36,223.73, with a second payment of \$36,223.73 to occur at the end of 2019.

Motion carried unanimously.

Motion by Larson, second by Oberg to approve the Collinwood Township Non-Maintenance Agreement, effective July 1, 2019.

Motion carried unanimously.

Motion by Schmitt, second by Larson to approve 3.2 Liquor License renewal applications for Manannah Hilltop Tavern and Bonfire Bar & Grille.

Motion carried unanimously.

Motion by Oberg, second by Tacheny to approve the State of Minnesota Off-Highway Vehicle Grant Agreement in the amount of \$10,462.50.

Motion carried unanimously.

Motion by Oberg, second by Schmitt to approve County and hospital accounts payable as follows:

General Revenue Fund	\$ 59,579.28
Road & Bridge Fund	22,017.72
County Parks Fund	3,388.63
Solid Waste Fund	2,031.11
County Nurse Fund	2,890.01
Family Services Bldg. Fund	2,779.56
Ditch Fund	3,180.00
County Hospital Fund	286,897.10

Credit Cards:

General Revenue Fund	3,332.95
----------------------	----------

Motion carried unanimously.

It being 10:00 a.m., Chair Housman recessed the County Board meeting and convened the County Ditch Authority.

.....  
The County Board convened as the County Ditch Authority.

Present: County Auditor Barb Loch, Ditch Inspector Ed Hoekstra, Public Works Director Phil Schmalz, Commissioners Oberg, Tacheny, Housman, Schmitt, and Larson, County Attorney Brandi Schiefelbein, County Administrator Paul Virnig, and Administrative Coordinator Cori Heacock.

Motion by Larson, second by Oberg to certify assessment levy on County Ditch #15 for \$92,844.47, five year equal installments, and 4% interest on unpaid balance.

Motion carried unanimously.

Motion by Schmitt, second by Larson to accept the Houston Engineering Proposal for engineering and surveying services related to repair on County Ditch #15 totaling \$59,000.

Motion carried unanimously.

Motion by Oberg, second by Schmitt to acknowledge Greg Langmo's County Ditch #12 cleaning request in Sections 26 and 27 of Manannah Township and set informational meeting for June 17, 2019

at 7:00 p.m. for landowners' input.  
Motion carried unanimously.

With no further business, Board Chair Housman adjourned the County Ditch Authority at 10:20 a.m. and reconvened as County Board.

.....  
Board Chair Housman reconvened the County Board meeting.

On motion by Schmitt, second by Oberg, Board Chair Housman adjourned the Board Meeting at 10:25 a.m. The next meeting of the County Board of Commissioners will be June 18, 2019 in the County Board of Meeting Room, Meeker County Courthouse.

.....  
The Meeker County Ditch Authority for County Ditch #8 met on June 4, 2019, at the Meeker County Courthouse in the City of Litchfield, Minnesota.

Chairman Housman opened the public hearing concerning the 2019 redetermination of benefits for County Ditch #8.

County Auditor Barb Loch stated the purpose of the public hearing, notice requirements were verified, viewer's report was presented by John Cunningham. Public comments and questions were heard.

Motion by Oberg, second by Schmitt to close the public hearing for County Ditch #8 at 11:28 a.m.  
Motion carried unanimously.

Motion by Oberg, second by Larson to adopt the Findings of Fact and Order for Redetermination of Benefits on County Ditch #8.  
Motion carried unanimously.

With no further business, on motion by Oberg, second by Schmitt, Board Chair Housman adjourned the County Ditch Authority at 11:30 a.m.

Respectfully submitted: Cori Heacock, Administrative Coordinator

\_\_\_\_\_  
Chair of County Board

Attest: \_\_\_\_\_  
Clerk of County Board