

REGULAR BOARD MEETING OF JULY 18, 2023

The Board of County Commissioners of Chippewa County, Minnesota, met in regular session on Tuesday, July 18, 2023 at 9:00 a.m. in the Courthouse in Montevideo, Minnesota. Commissioners present were Matt Gilbertson, David Nordaune, Bill Pauling, Candice Jaenisch, and David Lieser.

Commissioner Gilbertson called the meeting to order and requested any changes to the agenda. Auditor/Treasurer/Coordinator (ATC) Michelle May requested to add discussion on a couple items for the Auditor/Treasurer’s Office. Commissioner Lieser moved, second by Commissioner Jaenisch to approve the agenda. The motion passed by a unanimous vote.

Each Commissioner gave an update of meetings attended in June and July.

County Attorney Matt Haugen updated the Board on activities in the Attorney’s office during the month of June and July.

Commissioner Nordaune moved, second by Commissioner Pauling to approve the following items on the consent agenda.

Approve the minutes of the June 20, 2023 regular meeting

Approve a credit card for Penny Iverson

Pursuant to Minnesota Statutes 375.12 vendors receiving payments in excess of \$2,000 are listed individually below:

Advanced Correctional Healthcare, Inc.	6,878.01
Arcasearch Llc	7,591.00
Brouwer Construction Llc	2,358.41
Burmeister Auto Body	4,507.59
Cenex	7,441.93
Clean Site Llc	6,400.00
DC Signs Inc	2,588.48
Ervin Construction Llc	2,821.32
Excel Overhead Door	4,015.50
Farmers Coop Oil Company	5,530.06
Geocomm Inc	5,000.00
Hildi Inc	4,700.00
Klein McCarthy Architects	4,680.72
Marco Technologies	3,133.74
MEI Total Elevator Solutions	2,278.58
MN Counties Information System	22,220.00
MN Valley Testing Labs Inc	2,456.80
MSOP	35,542.65
Nelson Oyen Torvik Pllp	7,084.47
Pictometry International Corp	29,212.50
Regents Of University Of Mn	19,670.25
Tritech Software Systems	9,161.12
West Central Communicaton Inc	2,171.80
Widseth Smith Nolting & Assoc	2,910.00
Yellow Medicine Co Sheriff	7,419.08
Vendor payments less than \$2,000	38,677.07
Final Total:	\$246,451.08

ATC May presented a request to continue Ashley Niemeyer’s temporary employment through August at Grade 1, Step 1 for administrative tasks in the Auditor/Treasurer’s Office.

Motion by Commissioner Lieser, second by Commissioner Pauling to approve the request for Ms. Niemeyer to work in the Auditor/Treasurer's Office. Motion passed by unanimous vote.

ATC May updated the Board on the usage of the Courthouse ice machine and whether the current machine is adequate. Motion by Commissioner Jaenisch, second by Commissioner Pauling to approve the purchase of a commercial ice maker with a contribution from Soil & Water Conservation District. Motion passed by unanimous vote.

Land Resource Director Scott William presented a request to contract with UMRDC to update the County's Solid Waste Management Plan for \$13,000 less a \$4,000 grant at a net cost of \$9,000. Motion by Commissioner Nordaune, second by Commissioner Pauling to approve the request. Motion passed by unanimous vote.

Erik Daniels from Klein McCarthy Architects, as well as engineers from EDI, presented the space analysis of the MinnWest Bank building as a proposed location from Prairie Five or Family Services. The Board evaluated the options for co-locating the two departments in the building or separately. The Board directed Mr. Daniels to price the two options for remodeling the building exclusively for Family Services.

Clara City Administrator Steve Jones presented a request for the County to partner with the City for the operational and future replacement costs of the Clara City Library. Mr. Jones requested \$17,500 per year for operational expenses and \$20,000 per year if the Library is replaced. The Board will consider the request during the 2024 budgeting process.

County Engineer Jeremy Gilb presented bids for SAP 012-599-111 with the low bid from Midwest Contracting LLC for \$174,592.75. Motion by Commissioner Jaenisch, second Commissioner Nordaune to award the bid to Midwest Contracting LLC. Motion passed by unanimous vote.

Mr. Gilb updated the Board on other projects occurring in the Road & Bridge department. The Board discussed dust control at the County Fairgrounds and plans to budget 6,000 feet of dust control per year and any additional product would be covered by the Fair Board.

An amended contract for Chippewa County to provide engineering services to Yellow Medicine County was discussed and approved by Yellow Medicine County. Motion by Commissioner Jaenisch, second by Commissioner Nordaune to approve the amended contract. Motion passed by unanimous vote.

The Board reviewed proposed job description changes for the Highway Maintenance Supervisor position. Motion by Commissioner Lieser, second by Commissioner Pauling to approve the revised job description. Motion passed by unanimous vote.

The Board discussed advertising for the Highway Maintenance Supervisor position and the wage grade as a result of the job description changes. Motion by Commissioner Nordaune, second by Commissioner Jaenisch to request David Drown Associates to review the position Grade and advertise if the Grade remains the same. Motion passed by unanimous vote.

Motion by Commissioner Jaenisch, second by Commissioner Nordaune to open the public hearing to consider adoption of the revised Tobacco Ordinance. Motion passed by unanimous vote.

The Commissioners took public comment on the Tobacco Ordinance.

Motion by Commissioner Jaenisch, second by Commissioner Lieser to close the public hearing. Motion passed by unanimous vote.

Motion by Commissioner Pauling, second by Commissioner Lieser to adopt the County Tobacco Ordinance. Motion passed by unanimous vote.

Sheriff Olson and Emergency Manager Stephanie Weick met before the Board to discuss the EMPG Grant and request the purchase of a light tower at a cost of \$14,950.00. Motion by Commissioner Nordaune, second by Commissioner Jaenisch to approve the purchase of the light tower. Motion passed by unanimous vote.

Sheriff Olson updated the Board on activities of the Sheriff and Jail during the month of June and July, the status of the patrol fleet and staffing vacancies. Motion by Commissioner Jaenisch, second by Commissioner Nordaune to authorize the Sheriff to advertise for a replacement deputy position. Motion passed by unanimous vote.

Family Services Director Lisa Schultz presented a contract with Prairie Five for Homeless Prevention Aid Contract and Foster Care Transportation contract with ISD #129. Motion by Commissioner Jaenisch, second by Commissioner Pauling to approve both contracts. Motion passed by unanimous vote.

Ms. Schultz and HR Generalist Molly Barborek updated the Board on staffing needs and department structure.

HR Generalist Molly Barborek and ATC May discussed online open enrollment offering from Integrity Benefits.

Motion by Commissioner Lieser, second by Commissioner Nordaune to close the meeting to conduct the annual performance evaluation of Land Resource Director Scott Williams. Motion passed by unanimous vote.

Motion by Commissioner Jaenisch, second by Commissioner Pauling to open the public meeting. Motion passed by unanimous vote.

Motion by Commissioner Lieser, second by Commissioner Pauling to approve the satisfactory review of Mr. Williams. Motion passed by unanimous vote.

There being no further business to come before the Board, the meeting was adjourned.

/s/ Michelle May
Aud/Treas & Clerk of the Board

/s/ Matt Gilbertson
Chairman of the Board

(Auditor's Seal)