

COMMISSIONER PROCEEDINGS

January 10, 2023

Minutes of the Wilkin County Board of Commissioners held at the Courthouse, Breckenridge, Minnesota, on Tuesday, January 10, 2023. Commissioner Green was absent.

CALL TO ORDER REGULAR MEETING

Board Chair Hovland called the meeting to order at 1:00 P.M.

APPROVAL OF THE AGENDA

On a motion by Larson, seconded by Klindt and unanimously carried, the agenda was approved.

APPROVAL OF CONSENT AGENDA

On a motion by Klindt, seconded by Busko and unanimously carried, the consent agenda items were approved as follows:

1. December 20, 2022, Board of Commissioners’ Meeting Minutes
2. January 3, 2023, Public Hearing Minutes
3. January 3, 2023, Organizational Meeting Minutes
4. January 3, 2023, Special Meeting Minutes
5. Electronic Funds Transfer for January 10, 2023

HIGHWAY DEPARTMENT REPORT

Troy Wright, Assistant Highway Engineer, provided a monthly construction update and Tim Christopher, Highway Maintenance Supervisor, provided a monthly maintenance update.

RESOLUTION FOR AGENCY AGREEMENT APPROVED

On a motion by Klindt, second by Larson and unanimously carried, the Board approved the following resolution:

RESOLUTION 04-2023

BE IT RESOLVED, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of the County of Wilkin to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, the Chairman and Auditor-Treasurer are hereby authorized and directed for and on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in “Minnesota Department of Transportation Agency Agreement No. 1052053”, a copy of which said agreement was before the County Board and which is made a part hereof by reference.

Adopted this 10th day of January, 2023.

Chairman
Wilkin County Board of Commissioners

Attest: _____
Janelle Krump
County Auditor-Treasurer

I hereby certify that the above is a true copy of a Resolution duly passed, adopted, and approved by the County Board of Wilkin County on January 10th, 2023.

Janelle Krump
County Auditor-Treasurer

HIGHWAY CONSTRUCTION CONTRACT APPROVED

On a motion by Larson, seconded by Busko and unanimously carried, Highway Construction Contract SP 084-090-004 with Ti-Zack Concrete, Inc. of Le Sueur, MN, was approved.

WIND POWER ORDINANCE DRAFT UPDATED AND PUBLIC HEARING DATE SET

An updated draft for the Wind Power Development Standards of the Wilkin County Land Use Ordinance was reviewed and a public hearing date was set for January 24, 2023, at 11:00 A.M. at the Recycling Center.

ATTORNEY REPORT

Joseph Glasrud, County Attorney, provided a quarterly department report.

VETERANS SERVICE OFFICE REPORT

Russ Foster, Veterans Service Officer, provided a quarterly department report. He reported on new claims, monthly active claims, transports and the number of communications for the quarter.

SHERIFF REPORT

Tony Harris, Sheriff, provided a quarterly department report. He reported that the new radio system has been installed in dispatch and gave the statistics for 2022 calls.

ARPA RELATED FUNDING FOR SHERIFF ELECTRONIC TICKETING SOFTWARE APPROVED

On a motion by Klindt, seconded by Larson and unanimously carried, the Board approved a purchase agreement for the procurement of digiTICKET, an electronic ticketing solution, with the initial purchase price of \$31,766.00 to be paid with Coronavirus State and Local Fiscal Recovery funds.

LELS MOU FOR EXCESS HOURS APPROVED

On a motion by Larson, seconded by Klindt and unanimously carried, a Memorandum of Understanding between Wilkin County and Law Enforcement Labor Services Inc. Local No. 453, representing Essential Non-licensed employees, regarding the rate of pay for hours worked in excess of 96 hours per pay period was approved.

AFSCME MOU FOR EARLY START COMPENSATION APPROVED

On a motion by Klindt, seconded by Larson and unanimously carried, a Memorandum of Understanding between Wilkin County and AFSCME 65 Local No. 210, representing Highway employees, regarding early start compensation was approved.

2023 EMPLOYEE HANDBOOK APPROVED

On a motion by Klindt, seconded by Busko and unanimously carried, the 2023 Employee Handbook was approved.

HUMAN RESOURCES MONTHLY REPORT

Stephanie Sandbakken, Human Resources Director, provided a monthly department report. She reported on staffing statistics for 2022, upcoming interviews, future trainings, and open positions.

UPDATED RECORDS RETENTION POLICY APPROVED

On a motion by Klindt, seconded by Busko and unanimously carried, an updated Records Retention Policy was approved.

PRIORITIES FOR 2023 DISCUSSED

The Commissioners discussed priorities for the upcoming year. Topics include workforce, space needs, housing for the community, and the Agricultural Society/Wilkin County fair.

COMMITTEE REPORTS/DISCUSSION

- Commissioner Busko inquired on property incentives within the County.
- Commissioner Klindt gave an update regarding the Richland Wilkin Community Foundation.
- Commissioner Larson reported on the MRC meeting he attended and the priorities for 2023.

With no further business before the Commission at this regular meeting and the next regular meeting date set for January 17, 2023, in the Commissioners Room at 1:00 P.M., Commissioner Hovland adjourned the meeting at 2:59 P.M.

Lyle Hovland
Board Chair

Attest: _____
Janelle Krump
County Auditor-Treasurer
(Seal)