

COMMISSIONER PROCEEDINGS

April 11, 2023

Minutes of the Wilkin County Board of Commissioners held at the Courthouse, Breckenridge, Minnesota, on Tuesday, April 11, 2023. All Commissioners were present.

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 Green, seconded by Busko and unanimously carried, the agenda was approved with additions.

APPROVAL OF CONSENT AGENDA

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

1. March 21, 2023, Board of Commissioners' Meeting Minutes
2. Electronic Funds Transfer for April 11, 2023

HIGHWAY DEPARTMENT REPORT

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

BID AWARDED FOR HIGHWAY PROJECTS

On a motion by Klindt, seconded by Green and unanimously carried, the bid for SAP 084-603-021 (CSAH #3), SAP 084-604-013 (CSAH #4), SAP 084-632-012 (CSAH #32), CP 084-030-001 (CSAH #30) and CP 084-2023-1 (Countywide Patching) was awarded to Mark Sand & Gravel of Fergus Falls, MN, in for \$3,559,963.03.

SNOW BLOWER PURCHASE APPROVED

On a motion by Klindt, seconded by Busko and unanimously carried, the purchase of Provonost snow blower from the Minnesota Department of Transportation, and payment by auditor warrant, in the amount of \$10,000.00 was approved.

SUMMIT CARBON SOLUTIONS UPDATE

Joseph Caruso, MN External Affairs Coordinator for Summit Carbon Solution, presented an update on the carbon pipeline project in Wilkin County.

RESOLUTION AUTHORIZING COMPETITIVE NEGOTIATED SALE OF GO DRAINAGE BONDS APPROVED

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

RESOLUTION # 16-2023

PROVIDING FOR THE COMPETITIVE NEGOTIATED SALE OF \$2,010,000 GENERAL OBLIGATION DRAINAGE BONDS, SERIES 2023A

A. WHEREAS, the County Board of Wilkin County, Minnesota (the "County") has agreed to issue its General Obligation Drainage Bonds, Series 2023A, (the "Bonds") in order to finance the Bois de Sioux Watershed District Drainage Improvement Project for Wilkin County Ditch No. 1; and

B. WHEREAS, the County has retained David Drown Associates, Inc., in Minneapolis, Minnesota ("David Drown"), as its independent municipal advisor for the Bonds and is therefore authorized

to sell the Bonds by a competitive negotiated sale in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9):

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

1. Authorization. The County Board hereby authorizes David Drown to solicit bids for the competitive negotiated sale of the Bonds.
2. Meeting; Bid Opening. The Board shall meet at the time and place specified in the Terms of Offering attached hereto as Exhibit A for the purpose of considering sealed bids for, and awarding the sale of, the Bonds. The County Auditor, or designee, shall open bids at the time and place specified in such Terms of Offering.
3. Terms of Offering. The terms and conditions of the Bonds and the negotiation thereof are fully set forth in the "Terms of Offering" attached hereto as Exhibit A and hereby approved and made a part hereof.
4. Official Statement. In connection with said competitive negotiated sale, the officers or employees of the County are hereby authorized to cooperate with David Drown and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the County upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by Larson and, after full discussion thereof and upon a vote being taken thereon, the following Board members voted in favor thereof: All

and the following voted against the same: None

Whereupon said resolution was declared duly passed and adopted.

Approved this 11th day of April, 2023.

RESOLUTION DECLARING A PRE-DISASTER STATE OF EMERGENCY APPROVED

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

Resolution Declaring a Pre-Disaster State of Emergency

WHEREAS, the 2023 spring flooding is expected to impact the population of Wilkin County and its cities; and

WHEREAS, the event is expected to cause a significant amount of public property damage; and

WHEREAS, the Wilkin County Emergency Management Office requests the Wilkin County Board of Commissioners to declare Wilkin County in a PRE-DISASTER STATE OF EMERGENCY for the Spring Flood event of 2023;

NOW, THEREFORE, BE IT RESOLVED, that the Wilkin County Board of Commissioners declares Wilkin County in a Pre-Disaster State of Emergency in order to prepare and do advance measures to protect the County from this spring flooding event.

Adopted by the Wilkin County Board of Commissioners this 11th day of April, 2023, to be effective until such time as the Board of Commissioners has determined that the State of Emergency and threat of spring flooding has passed.

Lyle Hovland – Chairman
Wilkin County Board of Commissioners

ATTEST:

I, Janelle Krump, County Auditor, hereby attest that the foregoing resolution was duly adopted by the Wilkin County Board of Commissioners on the 11th day of April, 2023.

County Auditor

WILKIN COUNTY SOIL & WATER CONSERVATION DISTRICT REPORT

Craig Lingen, Wilkin County SWCD Acting District Manager, provided a quarterly update on the activities of the Soil & Water Conservation District. He provided information for the programs that the SWCD administers on behalf of Wilkin County.

VETERANS SERVICE REPORT

Russ Foster, Veterans Service Officer, provided a quarterly department report.

SHERIFF'S OFFICE REPORT

Tony Harris, Sheriff, provided a quarterly department report.

GEOTHERMAL SOLUTIONS, INC LEC HEAT PUMP PROPOSAL

Robert Stirling, Geothermal Solutions, Inc., presented a proposal for the replacement of heat pumps in the Law Enforcement Center.

LEC HEAT PUMP PROJECT DISCUSSION

Doug Straus, CMTA, provided input on next steps for the replacement of heat pumps in the Law Enforcement Center. Commission Green is going to discuss replacement requirements with the Department of Labor as the first step in the process.

REQUEST TO HIRE SEASONAL ASSESSOR ASSISTANT APPROVED

On a motion by Klindt, seconded by Larson and unanimously carried, a seasonal Assessor Assistant position was approved for 21 hours per week at a Grade 1 Step 1.

REQUEST TO MOVE PART-TIME SOCIAL WORKER POSITION TO FULL-TIME VOTE TABLED

A motion was made by Green and seconded by Busko to increase a Social Worker Waiver Unit position from 80 percent time to full time. After discussion a motion was made by Green, seconded by Busko and unanimously carried, to table the vote and invite Becky Tripp, Health and Human Services Director to the meeting to discuss.

PERSONAL SERVICE AGREEMENT FOR DISPATCHER APPROVED

On a motion by Klindt, seconded by Green and unanimously carried, a Personal Service Agreement with Nichole Thompson for dispatch services was approved.

EMPLOYEE RECOGNITION POLICY APPROVED

On a motion by Green, seconded by Larson and unanimously carried, an Employee Recognition Policy was approved.

REQUEST TO MOVE PART-TIME SOCIAL WORKER POSITION TO FULL-TIME

On a motion by Klindt, seconded by Larson and carried with Green opposing, the request to increase a Social Worker Waiver Unit position from 80 percent time to full time was approved.

STARTING STEP FOR FULL-TIME SOCIAL WORKER POSITION APPROVED

On motion by Klindt, seconded by Green and unanimously carried, the starting salary for an internal candidate for the Social Worker Waiver Unit position was approved at Step 2 due to their qualifications and experience.

REQUEST TO REFILL PUBLIC HEALTH ADMINISTRATIVE ASSISTANT VOTE TABLED

A motion was made by Busko and seconded by Larson to refill a vacant Public Health Administrative Assistant position. After discussion a motion was made by Green, seconded by Larson and unanimously carried, to table the vote until the April 18, 2023, meeting

HUMAN RESOURCES MONTHLY REPORT

Stephanie Sandbakken, Human Resources Director, provided a monthly department report.

REQUEST TO RESERVE A .GOV DOMAIN NAME APPROVED

On a motion by Green, seconded by Busko and unanimously carried, a request to reserve a .gov domain name for Wilkin County was approved.

COMMITTEE REPORTS/DISCUSSION

- Commissioner Klindt reported on discussions of merging Richland and Wilkin County dispatch centers to Wilkin County.
- Commissioner Larson reported on a potential road change between Wilkin County and the City of Breckenridge.
- Commissioners Busko and Hovland gave an update from the Wilkin County Ag Society meeting they attended.

With no further business before the Commission at this regular meeting and the next regular meeting date set for April 18, 2023, in the Commissioners Room at 1:00 P.M., Commissioner Hovland adjourned the meeting at 4:25 P.M.

Lyle Hovland
Board Chair

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