

COMMISSIONER PROCEEDINGS

April 18, 2023

Minutes of the Wilkin County Board of Commissioners held at the Courthouse, Breckenridge, Minnesota, on Tuesday, April 18, 2023. Commissioner Green was absent.

CALL TO ORDER

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 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. April 11, 2023, Board of Commissioners' meeting minutes
2. Warrants and bills for April 18, 2023 (Exhibit A)
3. Quadient postage meter lease
4. City of Campbell Agreement for Police Services
5. City of Foxhome Agreement for Police Services
6. City of Rothsay Agreement for Police Services
7. City of Wolverton Agreement for Police Services
8. Local Public Health Grant Amendment December 2023 in the amount of \$36,754.00
9. Acceptance of 2 convertible and 4 combination car seats from the Minnesota Office of Public Safety

APPROVAL OF COMMISSIONER PER DIEMS

On a motion by Busko, seconded by Klindt and unanimously carried, the Board approved the following per diems to-wit:

Rick Busko	\$ 450.00
Jonathan Green	\$ 0.00
Lyle Hovland	\$ 450.00
Eric Klindt	\$ 675.00
Dennis Larson	\$ 750.00

REQUEST TO REFILL PUBLIC HEALTH ADMINISTRATIVE ASSISTANT APPROVED

On a motion by Klindt, seconded by Larson and unanimously carried, a tabled motion from April 11, 2023, to refill a vacant Public Health Administrative Assistant position was approved.

TERM LIMITS FOR PERSONNEL BOARD OF APPEALS APPROVED

On a motion by Klindt, seconded by Larson and unanimously carried, term limits for the Wilkin County Personnel Board of Appeals members were approved as follows: Craig Peterson, 5 years; Ann Hiedeman, 4 years; and Lynn Larson, 3 years.

VACATION AND SICK DONATION PROGRAM REQUEST APPROVED

On a motion by Klindt, seconded by Larson and unanimously carried, a Vacation and Sick Donation Program Request was approved pending a complete submission by the employee.

ATTORNEY REPORT

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

COURT ADMINISTRATION REQUEST TO ACCESS JAIL CAMERA SYSTEM

Samantha Pauly, IT Director, provided an update on a request by the Court Administration to have access to the jail camera system in the courtroom and 2nd floor of the courthouse. Additional research on the system and service contract is needed before a decision can be made.

HEALTH AND HUMAN SERVICES REPORT

Becky Tripp, Health and Human Services Director, provided a monthly department report.

MOU AND LOCAL HOMELESS PREVENTION AID PLAN APPROVED

On a motion by Klindt, seconded by Larson and unanimously carried, a Memorandum of Understanding with Lakes & Prairies Community Action and the Local Homeless Prevention Aid Plan for 2023 was approved.

UPDATED BURIAL POLICY AND APPLICATION APPROVED

On a motion by Larson, seconded by Busko and unanimously carried, an updated Burial Policy and Request for County Burial Application was approved.

TRANSPORTATION AGREEMENT FOR 2023 APPROVED

On a motion by Larson, seconded by Klindt and unanimously carried, a Transportation Coordination Agreement with A to B Taxi effective April 18 through December 31, 2023, was approved.

MEDICA INNOVATION FUNDS GRANT APPROVED

On a motion by Busko, seconded by Larson and unanimously carried, a Medica Innovation Funds grant in the amount of \$5,000.00 was approved.

UPDATE ON USE OF APPROVED ARPA FUNDING FOR CHILD CARE PROVIDERS

Ashley Wiertzema, Public Health Supervisor, provided an updated plan for expenditure of the remaining Coronavirus State and Local Fiscal Recovery Funds for the recruitment and support of child care providers.

COMMITTEE REPORTS/DISCUSSION

- Commissioner Busko commended the Sheriff’s Office for the support provided to the Pope County Sheriff’s Office following the death of one of their deputies while on duty.
- Commissioners Hovland and Larson provided a report on the Richland Wilkin JPA meeting they attended.
- Commissioner Klindt presented a letter for signature he would like distributed to all employees regarding the Respectful Workplace Policy.
- Commissioner Hovland discussed the audit entrance meeting he attended.

With no further business before the Commission at this regular meeting and the next regular meeting date set for May 9, 2023, in the Commissioners Room at 1:00 P.M., Commissioner Hovland adjourned the meeting at 2:34 P.M.

Lyle Hovland
Board Chair

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

Warrants and Bills

Per Minn. Stat. 375.12, the number of claims totaling \$2,000 or less were 144, amounting to \$59,978.08.

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Advanced Correctional Healthcare, Inc.	5,083.25	Nexus-Kindred Family Healing	8,998.26
Axon Enterprise, Inc.	2,478.90	NORTH HOMES, INC.	15,497.46
Blazer Express	2,602.13	Northland Business Systems	2,767.44
Brian's Repair	4,482.69	Olson Oil Company, Inc	10,473.39
Ccri, Inc.	9,313.75	POWERPHONE, INC	3,085.70
City Of Breckenridge	3,600.00	RDO Equipment Co.	5,030.06
City Of St. Cloud	10,366.32	Regents Of The U Of M	35,580.65
CLAY COUNTY IT DEPARTMENT	6,000.00	RT Vision, Inc.	7,500.00
Counties Providing Technology	6,879.00	Rural Mn Cep Inc.	8,034.18
CW Valley Co-Op	3,712.82	Southern Valley Economic Dev. Authority	16,800.00
Farmers Union Oil Of Southern	20,331.80	Stanley Convergent Security Solutions, I	157,500.00
Forum Communications Printing	2,017.00	Summerville Electric, Inc	8,287.34
Kris Engineering, Inc.	9,192.00	Summerville Electric, Inc	2,077.49
Liberty Tire Services, Llc	2,255.91	Summit Food Service, LLC	8,325.90
Lutheran Social Services Of Minnesota	16,926.71	Todd's Welding Shop, Inc	11,029.42
MCCC LOCKBOX	5,130.76	Towmaster	3,402.50
MN DHS-SOSS	3,042.90	West Central Regional Juvenile	16,098.00
Mn Human Services	8,252.93	West Central Regional Juvenile	6,860.00
Mn Human Services	3,149.97	Wilkin Co Auditor-Treasurer	10,313.46
M-R Sign Company	4,716.20	Wilkin County Public Health	7,737.50
Nexus Gerard Family Healing	11,152.77		