

**COMMISSIONER PROCEEDINGS**

**May 21<sup>st</sup>, 2024**

Minutes of the Wilkin County Board of Commissioners held at the Courthouse, Breckenridge, Minnesota, on May 21<sup>st</sup>, 2024. Commissioner Green joined the meeting at 9:01 A.M.

**PUBLIC HEARING REGARDING AMENDMENT TO FLOODPLAIN ORDINANCE**

Chairman Klindt opened the public hearing regarding the Amendment to Floodplain Ordinance at 9:00 A.M. There were no comments from the public.

At 9:02 A.M. the Public Hearing was closed on a motion by Larson, seconded by Busko and unanimously carried.

**CALL TO ORDER REGULAR MEETING**

Board Chair Klindt called the meeting to order at 9:02 A.M.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF THE AGENDA**

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

**APPROVAL OF THE CONSENT AGENDA**

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

1. Approve Minutes of the May 7<sup>th</sup>, 2024, Board Meeting
2. Approve May 21<sup>st</sup>, 2024, Electronic Fund Transfers
3. Approve May 21<sup>st</sup>, 2024, Bills and Claims
4. Approve Per Diems
5. DSAAA 2024 Title IIIB Grant – continuation of grant
6. CDC Infrastructure Grant 5/15/2024 – updated disbursement amount
7. Revised Prioritization for Vulnerable Adult

**APPROVAL OF PER DIEMS**

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

Rick Busko	\$ 450.00
Jonathan Green	\$ 450.00
Eric Klindt	\$ 450.00
Dennis Larson	\$ 525.00
Jon Braton Sr.	\$ 225.00

**HEALTH AND HUMAN SERVICES REPORT**

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

**APPROVE FOUNDATIONAL PUBLIC HEALTH RESPONSIBILITIES (FPHR) GRANT**

On a motion by Busko, seconded by Braton and unanimously carried, the Foundational Public Health Responsibilities (FPHR) Grant.

**APPROVE RESPONSE AND SUSTAINABILITY GRANT (RSG)**

On a motion by Green, seconded by Busko and unanimously carried, the Response and Sustainability Grant (RSG).

**RESOLUTION FOR AMENDING THE FLOODPLAIN ORDINANCE**

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

**Resolution 10-24**  
**Amending the Wilkin County Floodplain Ordinance**

WHEREAS, The Wilkin County Floodplain Ordinance has been reviewed in its entirety, and

WHEREAS, All necessary notices have been given and all necessary hearings were conducted on May 21, 2024.

THEREFORE BE IT RESOLVED THAT, The Wilkin County Floodplain Ordinance has been amended to include Flood Insurance Study, Flood Insurance Rate Maps, Permit requirements and Nonconforming Uses  
BE IT FURTHER RESOLVED THAT, the effective date of said ordinance is May 21<sup>st</sup>, 2024.

Adopted this 21<sup>st</sup> day of May, 2024.



Erick Klindt  
Board Chair

Attest:   
Stephanie Sandbakken

Attest: \_\_\_\_\_  
Stephanie Sandbakken  
County Administrator

(Seal)

**DISCUSSION OF LITTLE GREEN BUTTON FOR COURT ADMINISTRATION**

Judge Amy Doll discussed her apprehension with the little green button as a security measure for the courtroom and the staff. She presented an alternative option of a "garage door" device in lieu of the little green button. The board listened to her concerns and discussed a few of those concerns. No action was taken at this time.

**APPROVE TO CONTINUE TO PROVIDE FUNDS TO THE CROP INCENTIVE PROGRAM FUNDS**

On a motion Green, seconded by Braton and unanimously carried, to approve the continuation of funds in the amount of \$2500.00 to the Crop Incentive Program.

**PRESENTATION BY DDA VIA TEAMS TO DISCUSS MARKET DATA**

Mark Goldberg, with DDA, appeared via Teams to present the results of the Market Data. The updated market data results state that the county is well within the market.

**APPROVE CITY OF CAMPBELL LAW ENFORCEMENT SERVICE AGREEMENT**

On a motion Busko, seconded by Larson and unanimously carried, the City of Campbell Law Enforcement Service Agreement.

**APPROVE CITY OF FOXHOME LAW ENFORCEMENT SERVICE AGREEMENT**

On a motion Larson, seconded by Busko and unanimously carried, the City of Foxhome Law Enforcement Service Agreement.

**APPROVE CITY OF WOLVERTON LAW ENFORCEMENT SERVICE AGREEMENT**

On a motion Busko, seconded by Braton and unanimously carried, the City of Wolverton Law Enforcement Service Agreement.

**APPROVE CITY OF DORAN LAW ENFORCEMENT SERVICE AGREEMENT**

On a motion Larson, seconded by Busko and unanimously carried, the City of Doran Law Enforcement Service Agreement.

**APPROVE CITY OF KENT LAW ENFORCEMENT SERVICE AGREEMENT**

On a motion Busko, seconded by Braton and unanimously carried, the City of Kent Law Enforcement Service Agreement.

**APPROVE LELS NON-LICENSED MOU – PUBLIC SAFETY AID FUNDS RETENTION INCENTIVE**

On a motion Busko, seconded by Larson and unanimously carried, the LELS Non-Licensed MOU – Public Safety Aid Funds Retention Incentive.

**DISCUSS AND/OR APPROVE THE RFP PROPOSAL FOR A HEAT PUMP IN THE LAW ENFORCEMENT CENTER**

On a motion Braton, seconded by Busko and opposed by Larson, the proposal was accepted for the new heat pump for the Law Enforcement Center.

**COMMITTEE REPORTS/DISCUSSION**

- Breanna Koval, Emergency Management and Environment Services Director and Samantha Pauly, IT Director, addressed the little green button for the Court Administrator. The County will continue to use the little green button and at this time, will be offering no other security option.
- Commissioner Larson attended the Counties Providing Technology (CPT) meeting, along with the Minnesota Rural Counties (MRC) meeting and attended the RRVWS and Drug Court.
- Commissioner Busko attended the RRVWS meeting, also attended Drug Court and Community Health Board.
- Commissioner Klindt attended Drug Court.
- Commissioner Braton discussed the road maintainer being held in another location.

At the June 14<sup>th</sup> Commission meeting, will need to reappoint Troy Larson as the manager for the Buffalo Red River Watershed District.

The District Meeting for AMC will be June 7<sup>th</sup> at Otter Tail County.

With no further business before the Commission at this regular meeting and the next regular meeting date set for June 4<sup>th</sup>, 2024, in the Commissioners Room at 9:00 a.m., Commissioner Klindt adjourned the meeting at 11:20 a.m.

  
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Dennis Green  
Vice Chair

Attest:   
Stephanie Sandbakken  
County Administrator  
(Seal)

**Exhibit A**  
**Warrants and Bills**

Per Minn. Stat. 375.12, the number of claims totaling \$2,000.00 or less were 108, amounting to \$45,358.36.

<u>Vendor Name</u>	<u>Amount</u>
Advanced Correctional Healthcare, Inc.	5,337.41
Advanced Correctional Healthcare, Inc.	10,674.82
Cadem Law Group, PLLC	23,658.30
Code 4 Services, Inc.	11,469.97
Conzemius Oil Company	2,266.41
Esri, Inc.	2,253.57
Esri, Inc.	2,253.57
Farmers Union Oil Of Southern	4,171.94
G & R Controls	2,259.50
Granite Electronics	2,253.00
Lake Agassiz Regional Library	14,922.50
Liberty Tire Services, Lie	2,388.82
Liberty Tire Services, Lie	2,370.65
Managed Print Services	3,300.00
Mn Human Services	3,688.73
MNCCC LOCKBOX	2,295.00
OK Tire Store Inc	3,238.32
Olson Oil Company, Inc	4,701.33
Pemberton Law, PLLP	5,905.50
POWERPHONE, INC	3,085.70
RDO Equipment Co.	3,901.47
Summerville Electric, Inc	8,994.86
Summit Food Service, LLC	4,365.95
Summit Food Service, LLC	7,428.62
TOWN & COUNTRY HEATING, COOLING, f	2,094.22
West Central Regional Juvenile	31,184.00