

## **COMMISSIONER PROCEEDINGS**

**June 13, 2023**

Minutes of the Wilkin County Board of Commissioners held at the Courthouse, Breckenridge, Minnesota, on Tuesday, June 13, 2023. Commissioners Green and Hovland were absent.

### **CALL TO ORDER REGULAR MEETING**

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

### **APPROVAL OF THE AGENDA**

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

### **APPROVAL OF CONSENT AGENDA**

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

1. May 16, 2023, Board of Commissioners' Meeting Minutes
2. Electronic Funds Transfer for June 13, 2023
3. 3-year Business Lease Agreement with Hewlett Packard Financial Services Company
4. 4-year Memorandum of Agreement to Provide Veteran's Services to Traverse County

### **HIGHWAY DEPARTMENT REPORT**

Troy Wright, Assistant Engineer, provided a monthly engineering update and Brian Noetzelman, Highway Engineer, provided a monthly maintenance update.

### **RESCINDMENT OF RESOLUTION 61-16 APPROVED**

On a motion by Larson, seconded by Busko and unanimously carried, the rescindment of Resolution 61-16 was approved.

### **RESOLUTION REVOKING .45 MILES OF CSAH #24 APPROVED**

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

#### **Resolution 22-2023 Resolution Revoking County State Aid Highways**

WHEREAS, it appears to the County Board of the County of Wilkin that the road hereinafter described as a County State Aid Highway under the provisions of Minnesota Laws;

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Wilkin that the road described as follows, to-wit;

CSAH #24 beginning at a point on CSAH #22 at the intersection of Second Street and Main Street in the City of Kent, said point being located approximately 1180 feet north and approximately 420 feet east of the southwest corner of the northeast quarter of Section 11, Township 134 North, Range 48 West; thence along the established center line of the public road described as follows:

From said point of beginning extending in a northwesterly direction along the center line of Main Street, to a point on TH #75, said point being approximately 267 feet south of the northwest corner of the northeast quarter of Section 11, Township 134 North, Range 48 West.

Beginning again at a point on TH #75 in the City of Kent, said point being located approximately 985 feet east and 500 feet south of the northwest corner of the northeast quarter of Section 11,

Township 134 North, Range 48 West; thence along the established center line of the public road described as follows: From said point of beginning extending northeasterly to the north line of Section 11, and continuing easterly along or near the north line of Section 11, Township 134 North, Range 48 West, to a point approximately 641 feet east of the northwest corner of the northeast quarter of said section, township and range, also at the intersection of the new TH #75 and there terminating.

Length: 0.45 miles

Be, and hereby is, revoked as a County State Aid Highway of said County subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED, that the County Auditor-Treasurer is authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for his consideration.

Adopted this 13<sup>th</sup> day of June, 2023.

\_\_\_\_\_  
Lyle Hovland, 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 June 13<sup>th</sup>, 2023.

\_\_\_\_\_  
Janelle Krump  
County Auditor-Treasurer

**RESOLUTION DESIGNATING .43 MILES OF CSAH #14 APPROVED**

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

**Resolution 23-2023  
Resolution Designating County State Aid Highway**

WHEREAS, it appears to the County Board of the County of Wilkin that the road hereinafter described as a County State Aid Highway under the provisions of Minnesota Laws;

NOW, THEREFORE, BE IT RESOLVED, by the County Board of the County of Wilkin that the road described as follows, to-wit;

Beginning at a point on County State Aid Highway #9 at the intersection of 360<sup>th</sup> Street in the City of Breckenridge, said point being located at or near the northwest corner of Section 15, Township 132N, Range 47W; thence easterly along or near the north line of Section 15, Township 132N, Range 47W to a point at the intersection of Truck Highway #75 and there terminating.

Length: 0.43 miles

be, and hereby is designated as County State Aid Highway #14 in Wilkin County.

Adopted this 13<sup>th</sup> day of June, 2023.

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Lyle Hovland, 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 June 13<sup>th</sup>, 2023.

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Janelle Krump  
County Auditor-Treasurer

**LEASE AGREEMENT TO STOCKPILE MATERIAL APPROVED**

On a motion by Larson, seconded by Busko and unanimously carried, the Lease Agreement to Stockpile Material with Rodney Turner was approved.

**AG INSPECTOR REPORT**

Wayne Krump, Ag Inspector, provided a written quarterly department report.

**EMERGENCY MANAGEMENT AND ENVIRONMENTAL REPORT**

Breanna Koval, Director of Emergency Management and Environmental Services, provided a quarterly department report. She reported on funding for the spring flooding disaster, building permits and recycling updates.

**COMMITTEE REPORTS/DISCUSSION**

- Commissioner Larson stated that the City of Breckenridge is looking for a representative from Wilkin County to serve on a committee discussing the Infinity Center. If Commissioner Green is not interested in attending Commissioner Busko will serve on the committee.
- Commissioner Busko reported on the Partnership4Health meeting he attended.
- Commissioner Larson gave an update from the EDA.

The meeting was recessed at 1:48 P.M.

The meeting resumed at 1:57 P.M.

**FULL-TIME SHERIFF DEPUTY VACATION ACCURAL APPROVED**

On motion by Busko, seconded by Larson and unanimously carried, the Board approved a request from Deputy Sheriff Alec Gjerdevig to accrue vacation pursuant to the LELS Local No. 52 Labor Agreement for employees beginning their 6<sup>th</sup> year of employment.

**VSO RESIGNATION APPROVED**

On motion by Larson, seconded by Busko and unanimously carried, resignation of Russ Foster, Veterans Service Office was approved effective October 31, 2023.

**UPDATED ALCOHOL AND DRUG FREE WORKPLACE POLICY REVIEWED**

An updated Alcohol and Drug Free Workplace Policy was reviewed. Revisions will be made and a final draft will be added to the June 20, 2023, consent agenda.

**REQUEST TO MOVE PART-TIME HOMEMAKER POSITION TO FULL-TIME APPROVED**

On a motion by Larson, seconded by Busko and unanimously carried, the request to increase a Homemaker position from 75 percent time to full time was approved.

**REQUEST TO UPDATE AND FILL VACANT COMMUNITY SUPPORT POSITION APPROVED**

On a motion by Busko, seconded by Larson and unanimously carried, the request to update the vacant Family Community Support position to the Family Preservation and Support Worker and fill the position was approved.

**REQUEST TO FILL VACANT SOCIAL WORKER POSITION APPROVED**

On a motion by Larson, seconded by Busko and unanimously carried, the request to fill a vacant Social Worker position was approved.

**REQUEST TO ADD TEMPORARY PART-TIME SOCIAL WORKER POSITION APPROVED**

On a motion by Larson, seconded by Busko and unanimously carried, the request to add a temporary part-time Social Worker position was approved.

**HUMAN RESOURCES MONTHLY REPORT**

Stephanie Sandbakken, Human Resources Director, provided a monthly department report. She presented information on the legislative changes impacting Wilkin County.

With no further business before the Commission at this regular meeting and the next regular meeting date set for June 20, 2023, in the Commissioners Room at 1:00 P.M., Commissioner Klindt adjourned the meeting at 2:41 P.M.

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Eric Klindt  
Vice Board Chair

Attest: \_\_\_\_\_  
Janelle Krump  
County Auditor-Treasurer  
(Seal)