

COMMISSIONER PROCEEDINGS

July 18, 2023

Minutes of the Wilkin County Board of Commissioners held at the courthouse, Breckenridge, Minnesota, on Tuesday, July 18, 2023. Commissioner Klindt and Hovland were absent.

CALL TO ORDER REGULAR MEETING

Commissioner Larson called the meeting to order at 1:00 p.m.

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 Green, seconded by Busko and unanimously carried, the consent agenda items were approved as follows:

1. Approve Minutes of the July 11, 2023 Meeting
2. Approve Warrants and Bills for July 18, 2023
3. Approve 3-year Guard1 by TimeKeeping Systems support subscription renewal
4. Approve St. Mary’s School 2023-2024 Public Health Nursing Service Contract
5. Approve 3-year Counties Providing Technology Professional Services Agreement
6. Approve 3-year Counties Providing Technology Hosting Agreement

APPROVAL OF PER DIEMS

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

Rick Busko	\$ 525.00
Jonathan Green	\$ 675.00
Lyle Hovland	\$ 0.00
Eric Klindt	\$ 0.00
Dennis Larson	\$ 525.00

VETERANS SERVICE QUARTERLY REPORT

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

SHERIFF’S OFFICE QUARTERLY REPORT

Sheriff Tony Harris and Aaron Wood, Jail Administrator, provided a quarterly department report.

LAW ENFORCEMENT CENTER HEAT PUMP DISCUSSION

Glen Roberge, Building Maintenance, provided procedures to follow to update the heat pumps in the Law Enforcement Center as well as a quote from Martin Mechanical Design, Inc. for engineering design services. Roberge will follow up with Martin Mechanical Design, Inc. to ensure the quote is complete for the entire process and obtain one additional quote for engineering services.

HEALTH AND HUMAN SERVICES REPORT

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

EMPLOYEE MILEAGE REIMBURSEMENT POLICY DISCUSSED

Janelle Krump, Auditor-Treasurer, presented a recommendation from the Office of the State Auditor to enhance the current employee mileage reimbursement policy. OSA suggested receiving documentation to verify that mileage reimbursements are accurate. There was additional discussion on reimbursement of mileage within the city limits of Breckenridge and Wahpeton. An updated policy will be presented at a later meeting for approval.

RESOLUTION APPROVING STATE OF MN JPA FOR CJDN APPROVED

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

RESOLUTION NO. 24-2023

RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE COUNTY OF WILKIN ON BEHALF OF ITS COUNTY ATTORNEY AND SHERIFF

WHEREAS, the County of Wilkin on behalf of its County Attorney and Sheriff desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State’s criminal justice data communications network for which the County is eligible. The Joint Powers Agreements further provide the County with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the County to pay the costs for the network connection.

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

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Wilkin on behalf of its County Attorney and Sheriff are hereby approved.
2. That the Sheriff, Tony Harris, or his or her successor, is designated the Authorized Representative for the Sheriff. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County’s connection to the systems and tools offered by the State.
3. That the County Attorney, Joseph Glasrud, or his or her successor, is designated the Authorized Representative for the County Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County’s connection to the systems and tools offered by the State.
4. That Lyle Hovland, the Chair of the County of Wilkin, and Janelle Krump, the County Board Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

Passed and Adopted by the Board of Commissioners on this 18th day of July, 2023.

COUNTY OF WILKIN

By: Wilkin County Board Chair

ATTEST:

By: County Board Clerk

COURT DATA SERVICES SUBSCRIBER AMENDMENT APPROVED

On a motion by Busko, seconded by Green and unanimously carried, a Court Data Services Subscriber Amendment to Criminal Justice Data Communications Network Subscriber Agreement was approved.

COMMITTEE REPORTS/DISCUSSION

- Commissioner Busko reported on the personnel committee meeting and extension committee meeting he attended.
- Commissioner Larson gave a technology committee update.

With no further business before the Commission at this regular meeting and the next regular meeting date set for August 8, 2023, in the Commissioners Room at 1:00 p.m., Commissioner Larson adjourned the meeting at 2:22 p.m.

Dennis Larson
Commissioner

Rick Busko
Commissioner

Jonathan Green
Commissioner

Attest: _____
Janelle Krump
Auditor-Treasurer
(Seal)

Exhibit A
Warrants and Bills

Per Minn. Stat. 375.12, the number of claims totaling \$2,000.00 or less were 93, amounting to \$32,597.65.

<u>Vendor Name</u>	<u>Amount</u>
Accelerated Green Works, Inc.	4,000.00
Advanced Correctional Healthcare, Inc.	7,282.01
Brian's Repair	3,428.57
CDW Government	2,626.47
Conzemius Oil Company	3,828.06
Counties Providing Technology	6,879.00
Farmers Union Oil Of Southern	6,132.30
Jirak Trucking, Inc.	2,025.00
Machine Design, Inc.	2,846.47
MCCC LOCKBOX	5,130.76
Mn Unemployment Insurance Fund	2,871.88
Olson Oil Company, Inc	4,149.04
Pro-West & Associates, Inc.	2,471.67
Regents Of The U Of M	35,280.65
SIR LINES-A-LOT LLC	41,846.11
Southern Valley Economic Dev. Authority	8,400.00
Summerville Electric, Inc	2,669.36
Summit Food Service, LLC	8,250.08
Towmaster	3,239.33
Triple S Services LLC	3,520.00
West Central Regional Juvenile	16,098.00