

**UNOFFICIAL MINUTES- SUBJECT TO CORRECTIONS**  
LYON COUNTY BOARD OF COMMISSIONERS  
LYON COUNTY GOVERNMENT CENTER, MARSHALL, MN  
November 15, 2011

9:00 a.m. Meeting was called to order by Chairman Fenske. Members present: Fenske, Ritter, Goodenow, Stensrud, Anderson, County Administrator Stomberg, Attorney Maes, County Auditor/Treasurer Van Overbeke.

**Pledge of Allegiance to the Flag**

**Approve Agenda**

Stomberg – A couple of additions a work study student in the VSO department, housing rehab grant, Skunk Hollow discussion, and resignation of Harry Guza. Ritter moved, seconded by Stensrud to approve the agenda. All voted in favor.

**Identify any Conflict of Interest**

None identified.

|          | <b>Per Diems</b> | <b>Expenses</b> |
|----------|------------------|-----------------|
| Anderson | \$100.00         | \$164.83        |
| Goodenow | \$300.00         | \$33.30         |
| Fenske   | \$100.00         | -----           |
| Stensrud | \$150.00         | \$100.44        |
| Ritter   | \$150.00         | -----           |

**Consent Agenda:**

1. Approve Minutes from November 1, 2011
2. Approve Commissioner Warrants 126980-127074 in the amount of \$187,272.78 dated 11/17/11.
3. Approve Auditor Warrants 126858-126878 in the amount of \$465,777.59 dated 11/3/11 and 126879 in the amount of \$90,000 dated 11-3-11 and 126950-126979 in the amount of \$357,147.12 dated 11-10-11.
4. Approve Per Diems and Expenses
5. Approve Amending Minutes from August 16, 2011
6. Approve forfeited land list and date of sale
7. Approve Sheriff's fee schedule
8. Approve Auditor / Treasurer fee schedule
9. Approve Assessor fee schedule
10. Approve Recorder's fee schedule
11. Final Payment for aggregate processing

Stensrud moved, seconded by Ritter to approve the consent agenda. All voted in favor.

**Resolutions / Contracts**

**City of Cottonwood, Russell and Ghent**

Ritter moved, seconded by Anderson to approve and authorize the Chair and County Administrator to sign the contracts with the City of Cottonwood, Russell, and Ghent for police services. All voted in favor.

**Agreement with MNDOT**

Ritter moved, seconded by Anderson to approve the cooperative agreement with MNDOT and approve and authorize the Auditor / Treasurer to sign the resolution for agency agreement. All voted in favor. (Resolution 47-11 on file in the County Administrator's Office).

**Deficient Bridge Resolution**

Goodenow moved, seconded by Ritter to approve and authorize the Chair to sign a deficient bridge resolution. All voted in favor. (Resolution 46-11 on file in the County Administrator's Office).

**Southwest Minnesota Housing Partnership**

Goodenow moved, seconded by Stensrud to approve the participation in and authorize the Chair to sign a southwest Minnesota Housing Partnership agreement. All voted in favor.

**Doug Goodrich RCRCA Update**

Goodrich gave an RCRCA Update. Board thanked Goodrich for the update.

**Sign grant 2011 EMPG grant agreement**

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Anderson moved, seconded by Goodenow to approve and authorize the Chair to sign a grant agreement for HSEM Homeland Security Emergency Performance Grant 2011. All voted in favor.

**Set public hearing date for the approval of 5-year capital improvement plan**

Fenske set a public hearing date for the 5-year capital improvement plan for December 20, 2011 at 9:30 a.m.

**Winter operations**

Jim Thomasson gave an update on winter operations.

**10:08 a.m. Meeting Recessed**

**10:22 a.m. Meeting Called back to Order**

**2012 Engineering Services**

Ritter – We haven't looked at it in seven years I think we would be smart to look at it. Stensrud – I don't disagree that they have done a good job but I think we should go through the process. Henriksen – The only one I would request being approved today would be the annual report. Ritter moved, seconded by Stensrud to move forward with the annual report with SEIC at a cost of \$20,000 to be completed in February 2012. All voted in favor.

Stensrud moved, seconded by Ritter to request RFP's for engineering services at the landfill. Fenske – We are not dissatisfied with their service but are looking because of money management.

Voting in Favor:

Ritter  
Goodenow  
Stensrud  
Fenske

Opposed:

Anderson

Motion Carried 4 to 1.

**Government Center Roof Change Order**

Consensus to not approve the change order.

**City of Marshall TIF Request**

Ritter moved, seconded by Stensrud to approve waiving the 30 day review period for a City of Marshall TIF request. All voted in favor.

**Skunk Hollow Road Discussion**

Discussion on Skunk Hollow Road.

**PW/ P & Z Accounting Clerk**

Goodenow – I would like to take her up to \$1.06 now instead of waiting until her anniversary date. Fenske – How is the time handled? Kanwar – She is not salaried so she gets overtime. Goodenow moved, seconded by Anderson to create the Technical Assistant position and increase Carol Oakland's pay grade from a 12 to the top of pay grade 13 of \$20.40 per hour with an effective date of November 15, 2011. Stomberg – The only policy variation is the placement? Goodenow – That is a policy variation not a new policy. All voted in favor.

**Archer proposal**

Ritter moved, seconded by Stensrud to conduct the compensation and classification study in house.

Voting in Favor:

Ritter  
Stensrud

Opposed:

Goodenow

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Fenske  
Anderson

Motion failed 3 to 2.

Goodenow moved, seconded by Anderson to hire Archer Company to conduct a compensation and classification study.

Voting in Favor:  
Anderson  
Goodenow  
Fenske  
Stensrud

Opposed:  
Ritter

Motion Carried 4 to 1.

**VSO Work Study Student**

Stensrud moved, seconded by Anderson to approve a work study student for the VSO. Anderson – Why aren't we doing more of this? Goodenow – There is an opportunity for interns. There are lots of work study students. Anderson – We talked about the \$200,000 we got from MCIT. Goodenow – It takes time. Anderson – I would like to see it brought up at the Department Head meeting. Stomberg- The biggest barrier is having the time to get a program. The first step would be a policy. All voted in favor.

**Harry Guza Resignation**

Goodenow moved, seconded by Stensrud to accept the resignation of Harry Guza effective November 14, 2011. All voted in favor.

**Reviewed Meeting Schedule**

**Commissioners Report**

Anderson reported on Health Cooperative, Prime West Meeting.

Stensrud reported on Drug Task Force Meeting.

Goodenow reported on library dedication, Plum Creek and Extension.

Fenske reported on Transportation Committee and MNDOT.

Ritter reported on Airport Commission, Extension, and Library Open House.

11:50 a.m. Ritter moved, seconded by Goodenow to adjourn the meeting. All voted in favor.

**Warrants Over \$2,000**

| <u>Vendor Name</u>                | <u>Amount</u> |
|-----------------------------------|---------------|
| A&C Excavating                    | 4,326.25      |
| American Engineering Testing Inc  | 4,440.00      |
| Bisbee Plumbing & Heating Inc     | 23,195.62     |
| Brian's Tree Service              | 3,198.23      |
| City Of Minneota                  | 8,657.71      |
| Farmers Coop Assn                 | 2,895.76      |
| Fidlar Technologies, Inc.         | 2,711.15      |
| Hancock Concrete Products, Llc    | 3,787.97      |
| Helena Chemical Co- Marshall      | 3,939.49      |
| L & M Express Inc                 | 4,470.00      |
| Lyon County Highway Department    | 29,954.14     |
| Oeltjenbruns/Dennis               | 2,000.00      |
| OLson & Johnson International Inc | 3,101.25      |
| Prairie Pride                     | 2,717.78      |
| Reliance Telephone Systems Inc    | 5,000.00      |
| Rock County Transfer Station      | 8,120.00      |
| Royal Tire Inc                    | 3,458.08      |
| Schiemmer Tiling                  | 3,040.00      |
| Swlths                            | 5,000.00      |
| True Value Home Center            | 2,692.03      |

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|                                   |            |
|-----------------------------------|------------|
| Veolia Es Technical Solutions Llc | 12,435.84  |
| Waste Management                  | 22,676.50  |
| 73 Payments less than 2000        | 25,454.98  |
| Final Total:                      | 187,272.78 |

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Robert Fenske, Chairman

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Attest: Loren Stomberg  
Lyon County Administrator