

APPROVED MINUTES

LYON COUNTY BOARD OF COMMISSIONERS
LYON COUNTY GOVERNMENT CENTER, MARSHALL, MN
October 2, 2012

9:00- Meeting was called to order by Chairman Fenske. Members present: Stensrud, Goodenow Fenske, Ritter, Anderson, County Administrator Stomberg, and Attorney Maes

Approve Agenda

County Administrator Stomberg presented the addition of approval to hire the Senior Clerk position in the Auditor Treasurer’s Office.

Stensrud moved to approve the agenda with additions, Ritter seconded. All voted in favor. Motion passed.

Goodenow moved to amend the agenda to include the addition to approve hire of Laura Jones as Legal Clerk.

Identify any Conflict of Interest - None identified

	Per Diems	Expenses
Fenske	\$ 200.00	\$
Goodenow	\$	\$
Anderson	\$ 250.00	\$ 266.48
Ritter	\$ 100.00	\$ 78.26
Stensrud	\$ 150.00	\$ 56.61

Consent Agenda:

1. Approve Minutes from September 18, 2012.
2. Approve Commissioner Warrants 130804-130882 in the amount of \$133,619.36 dated 10/03/12.
3. Approve Auditor Warrants 130764 -130782 in the amount of \$40,333.63 dated 09/20/12, Warrants 130795- 130803 in the amount of \$45,817.64 dated 09/27/12.
4. Approve Per Diems & Expenses
5. Approve Final Payment for Gravel Crushing to Hard Rock Screening, LLC in the amount of \$56,337.94.
6. Approve Purchase Arc/GIS License for the GIS Dept. to Environmental Systems Research Institute, Inc, in the amount of \$6,359.06.
7. Approve \$255 Donation for Garvin Park

Goodenow moved to approve consent agenda items 1-5, seconded by Ritter. All voted in favor. Motion carried.

6. Approve Purchase Arc/GIS License for the GIS Dept. to Environmental Systems Research Institute, Inc, in the amount of \$6,359.06. This is the up-front cost and there will be additional annual maintenance cost that will allow more flexibility within the GIS department. This additional license will enable both Mark and Ryan to maintain parcels in the system. Discussion - Ritter: will we be able to charge any maintenance fees to other counties that use this enhancement? Ryan Wendt: the fee schedule we currently charge to other counties offsets the maintenance costs that will be incurred.

Goodenow moved to approve purchase of Arc/GIS License in the amount of \$6,359.06, seconded by Ritter All voted in favor, motion carried.

7. Approve donation from the Triplett family in the amount of \$255 for Garvin Park in memory of Sarah Triplett. Anderson moved, seconded by Ritter to approve the \$255 donation from the Triplett family. All voted in favor, motion carried.

Sheriff Mather

Request approval to hire Lori DeBates as a full-time 911 Dispatcher. The hourly rate of pay is \$16.98 with a start date on or about October 15th, 2012.

Anderson motioned to approve hiring of Lori DeBates at the mid-range of \$16.48 with a start date on or about October 15th, 2012, seconded by Stensrud All voted in favor. Motion carried.

Ryan Wendt, Roger Schroeder, Mark Volz

Roger and Mark updated the previous county website to new software back in 2009 called Joomla. Joomla is the same software that is used for the City of Marshall’s website, but their site is maintained by an outside vendor. Roger and Mark have the expertise to maintain our website and make improvements that are requested by the County Board and/or County Departments. The website is currently hosted by Netpoint in Marshall. A demonstration of Joomla’s capabilities was presented to the Board. The Board discussed links to Lyon County website such as Discover Southwest, EDA, YouTube videos, Library, Historical Society, Southern Prairie, an events calendar within each department, and a Quick Link option.

Discussion – Chair Fenske: I think the EDA should have greater exposure so it is more easily accessed. Stomberg: can we get the EDA and Lyon County Website department together to make a cohesive website? Schroeder: yes, this is something we can do. Goodenow: I suggest the website address be on the County letterhead. Ritter: I think this should be brought forward to our November meeting after further examination.

Todd Hammer

The Board is asked to establish a redetermination of benefits for CD 14. Some of the landowners are benefited by this system, but the system is undersized and is becoming a maintenance issue. Current land values on the viewers report from 1979 are based on improvements that were never made. This is a tile system that enters into an unnamed stream that eventually outlets into Cottonwood Lake. Also, some of the tile empties into a nearby slough owned by the DNR. Maes: the Drainage Authority can determine new benefits on a system based upon results from a new Viewers Report.

9:29am Chairman Fenske recessed the Board Meeting and constituted the Ditch Authority.

Stensrud motioned to do a redetermination of benefits for CD 14 based upon current values, seconded by Ritter. All voted in favor. Motion carried. Todd Hammer will bring this to the board at a later date with updated information.

9:38am Chairman Fenske adjourned the Drainage Authority and called the Board Meeting back to order.

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Tammy VanOverbeke - Request for out of state travel to Orlando, Florida. This is the EAEM 60th Annual Conference & EMEX 2012. The money to fund this trip is provided by Minnesota Homeland Security and is no cost to Lyon County. Tammy will fly out of Minneapolis on Saturday, October 27th and return on Thursday, November 1st. Goodenow moved to approve the request for out of State Travel, seconded by Anderson. All voted in favor. Motion carried.

Suhail Kanwar

The Board set Tuesday, November 13th as the Fall Road Tour. John Biren requested the Soil and Water Board be allowed to combine with the Road Tour and give a brief tour to showcase several projects within the department. Stensrud: we will have a new dam west of Minneota and a new shop in Cottonwood; we can incorporate that as well. Suhail will put this on the website.

Stomberg

Request for Board approval to hire Laura Jones as full time Legal Clerk for the Lyon County Attorney. This position is eligible for the county benefit plan with an hourly rate of pay is \$14.92 and a start date of October 8th, 2012. Anderson motioned to approve the hire of Laura Jones at \$14.92/hr with a start date of October 8th, seconded by Ritter. All voted in favor. Motion carried.

Request for Board approval to hire Colleen Louwagie as full time Senior Accountant in the Auditor/Treasurer's office. This position is eligible for the county benefit plan and the hourly rate of pay is to be set at the mid-point of the Senior Accountant pay scale at \$19.78. The start date is to be on or around October 8th, 2012. Stensrud motioned to approve the hire of Colleen Louwagie at \$19.78/hr with a start date on or around October 8th, seconded by Ritter. All voted in favor. Motion carried.

The Board is asked to consider promoting Jodi Merritt to the vacant full-time Senior Clerk position and dispense of the outside search. Ms. Merritt currently works as the part-time temporary DL/Elections Clerk in the Auditor Treasurer's office. The Senior Clerk position is eligible for the county benefit plan with an hourly rate of pay of \$12.60 and a start date on or around October 8th 2012. If the board approves promoting Ms. Merritt to the full time Senior Clerk position, then the board is asked to approve to hire and fill the limited term position vacated by Ms. Merritt. The limited term position is 80% and pays \$11.04/hr and is not eligible for the county benefit plan. This will bring the Auditor Treasurer's office up to full staff.

Goodenow motioned to promote Jodi Merritt to full time Senior Clerk with an hourly rate of pay of \$12.60, and a start date on or around October 8th, seconded by Ritter. All voted in favor, motion carried.

Anderson motioned to hire Ashley Paluch on or about October 8th at \$11.04 to fill the vacant limited term Driver's License/Elections Clerk position through December 31st, 2012.

Auditor Treasurer Candidates

Stomberg reported that the County received four applications for the Auditor Treasurer; two of the candidates withdrew because of the uncertainty of the appointment process by the county. The two viable applicants are Paul Freeburg and E.J. Moberg.

10:02 Break

10:15 Meeting called back to order. Both candidates were interviewed by Administrator Stomberg and received questions from the Board.

Following the candidate's interviews, Administrator Stomberg presented three options to the Board: Take action and hire immediately; wait to take action and advertise the position further, or leave Stomberg in the interim position. Stomberg advised to take into consideration the wage scale and experience of the candidates.

Discussion – Stomberg: the previous Auditor Treasure was at the top of the pay range in Lyon County. Because this is an elected position that we are appointing for, we are not required to follow the range. Goodenow: what about vacation and sick leave benefits? Stomberg: this does not qualify for sick or vacation time but qualifies for all other county benefits. Goodenow: can we allow salary negotiations to be conducted by the County Administrator? Stomberg: yes, the board can decide who to hire and authorize wage/benefit negotiations by me or the Board Chair or both, then brought forward to the Board later. Ritter: can you explain the benefits more? Stomberg: this is an appointed to fill an elected position, so we cannot enforce hours, or change wages at a later date, etc. With this as appointed, there is no probation period.

Chair Fenske requested the Board to proceed. Stensrud: what are our options for pay, can we negotiate? Anderson: we all agree that we have qualified candidates and we want to hire today. Can this be a ballot or should it be a public vote? Chair Fenske: we should pick candidates as a vote and this will be of public record.

Ritter, I have long been a proponent for a CPA in the Auditor Treasurer position so I motion to hire E.J. Moberg as the Auditor Treasurer, seconded by Stensrud. All voted in favor. Motion carried.

Chair Fenske directed wage negotiations be conducted between Administrator Stomberg and E.J. Moberg.

11:00-11:15----- Commissioners Business

Review Meeting Schedule

The AMC District meeting in Redwood Falls is on November 1, 2012.

Commissioners Report

Commissioner Anderson gave an update on the Transportation Alliance Meeting, Regional Landfill Meeting and discussed increase in tipping fees, Historical Society Meeting, Joint Powers for Regional Logging meeting and budget, AMC Conference.

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Commissioner Stensrud gave an update on Transportation Alliance, Western Mental Health, Soil and Water new hire; Luke Olson, Regional Landfill meeting, and collaboration with Renville and Redwood County.

Commissioner Goodenow gave an update on the Plum Creek Library System.

Commissioner Ritter gave an update on the Wambeke property.

Chair Fenske gave an update on Southern Prairie Community Care Committee.

11:15 Stensrud motioned to move to closed session for LELS Labor Negotiations, seconded by Ritter. All voted in favor, motion carried.

Present: Anderson, Stensrud, Fenske, Goodenow, Ritter, Stomberg, McDonald, Mather

11:41 Stensrud motioned to come out of closed session, seconded by Anderson. All voted in favor, motion carried.

11:43 Administrator Stomberg reported that he discussed wages with E.J. Moberg and offered Moberg \$80,000 as the new Lyon County Auditor Treasurer. He can be sworn in to office on October 29th.

Stensrud motioned to pay EJ Moberg \$82,000, which the same as the current Auditor Treasurer is paid. The motion died for lack of second. Anderson motioned to hire E.J. Moberg at \$80,000 as Lyon County Auditor Treasurer, and accept the resignation of interim Auditor Treasurer Stomberg; contingent upon acceptance by Moberg, seconded by Ritter. All voted in favor, motion carried.

12:00 pm Meeting Adjourned

Upcoming Meetings:

- 10/16/12.....Regular Commissioner Meeting 9:00 a.m. CR 1&2
- 11/06/12.....Regular Commissioner Meeting 9:00 a.m. CR 1&2
- 11/1/12.....AMC District meeting in Redwood Falls
- 11/13/12.....Fall Road Tour

WARRANTS FOR PUBLICATION

Warrants Approved On 10/2/12 For Payment 9/20/2012

<u>Vendor Name</u>	<u>Amount</u>
SYNERGY GRAPHICS INC	\$ 17,287.21
TITAN MACHINERY	9,511.88
TRIO PLUMBING AND HEATING	10,500.00
16 Payments less than \$2,000	3,034.54
Final Total:	<u>\$ 40,333.63</u>

Warrants Approved On 10/02/2012 For Payment 9/27/2012

<u>Vendor Name</u>	<u>Amount</u>
LYON COUNTY SHERIFF	\$ 40,000.00
WEST PAYMENT CENTER	2,552.64
7 Payments less than \$2000	3,265.00
Final Total:	<u>\$ 45,817.64</u>

Warrants Approved On 10/02/2012 For Payment 10/03/2012

<u>Vendor Name</u>	<u>Amount</u>
A'VIANDS, LLC	\$ 16,389.29
CARLSON/JOEL	2,500.00
COMPUTER MAN, INC/THE	2,326.56
D & G EXCAVATING, INC	2,142.50
ERICKSON ENGINEERING COMPANY INC	5,890.00
FABRICS PLUS	3,227.64
LYON COUNTY HIGHWAY DEPARTMENT	33,775.02
MN DEPT OF CORRECTIONS STS	28,917.00
SAIC ENERGY, ENVIRONMENTAL & INFRASTRUCT	7,451.94
SAMPLETECH	4,050.00
ZIEGLER, INC	2,053.13
68 Payments less than 2000	24,896.28
Final Total:	<u>\$ 133,619.36</u>

Robert Fenske, Chairman

Attest: Loren Stomberg
Lyon County Administrator