

UNOFFICIAL MINUTES - SUBJECT TO CORRECTIONS
LYON COUNTY BOARD OF COMMISSIONERS
LYON COUNTY GOVERNMENT CENTER, MARSHALL, MN
January 2, 2001

Meeting called to order by Chairman Fenske. Members present: Buysse, Fenske, Gladis, Nelson, County Attorney Maes, and County Administrator Jorgensen. Absent: Goodenow.

Pledge of Allegiance to the Flag.

Auditor/Treasurer Van Overbeke gave the Oath of Office to Jerry Gladis, Commissioner District IV and Philip Nelson, Commissioner District III.

Buysse moved, seconded by Gladis to nominate Fenske as Board Chairman. Nelson moved, seconded by Buysse that nominations cease and to cast a unanimous vote for Fenske. All voted in favor. Fenske will be board chair for 2001.

Buysse moved, seconded by Gladis to nominate Goodenow as Vice-Chairman of the Board. Buysse moved, seconded by Gladis that nominations cease and to cast a unanimous vote for Goodenow. All voted in favor. Goodenow will be vice chair of the board for 2001.

Agenda was approved with the addition of Auditor/Treasurer Van Overbeke to request approval of a 3.2 liquor license and adding that Chuck Pope would not be able to attend, but would be available via conference call.

Buysse moved, seconded by Gladis to approve the minutes from the regular Commissioner Meetings on December 7th and 19th. All voted in favor.

2000 Road and Bridge Vouchers were presented. Discussion. Buysse moved, seconded by Fenske to approve the 2000 Road and Bridge Vouchers. All voted in favor.

Benson handed out information on E85 fuel. Benson – It is fifteen percent gas and eighty-five percent ethanol. Discussion. Fenske – I brought this to Benson's attention because there is a county that has all of their county cars on E85. Benson – I was not able to find information on prices. Further discussion.

2001 Road and Bridge Vouchers were presented. Discussion. Gladis moved, seconded by Buysse to approve the 2001 road and bridge vouchers. All voted in favor.

Benson – I would like to pick out a date and an alternate date to reschedule the DM&E meeting that was postponed due to weather. Discussion on dates. Fenske – January 29th at 7:00 PM with an alternate date of February 1.

Benson – I will be attending the County Engineer's Conference from January 16th to the 19th. Discussion.

2000 Ditch Vouchers were presented. Discussion. Gladis moved, seconded by Buysse to approve the 2000 ditch vouchers. Discussion. All voted in favor.

2001 Ditch Vouchers were presented. Discussion. Fenske – These are for Sinking Ditch V, VI and VII. Van Overbeke explained sinking ditches. Buysse moved, seconded by Nelson to approve the 2001 ditch vouchers. All voted in favor.

Hammer – I sent a letter out to all the members of Planning and Zoning to inform them of your decision about the Klein issues and I also included what some of my recommendations may be. My current recommendation would be that they become part of the association. Gladis – Can we do that? Fenske – And does that association have to accept them? Hammer – I talked with the Secretary/Treasurer of the association and that person thought it might be a good idea. Maes – It would probably work if the association is willing to include them, but if they really don't want to then the responsibility is just being shifted. Jorgensen – I think you need to take a close look at that because it could open it up for each association to do their own planning and zoning. It would get rid of the immediate problem, but may cause more long-term problems. Discussion.

Hammer – I am trying to convince a couple landowners on JD#9 to file a petition for abandonment. Discussion.

Hammer – I discussed the re-determination of benefits on CD#56 with the viewers.

2000 General Revenue Vouchers, Special Projects and Trust Fund payments were presented. Discussion. Buysse moved, seconded by Gladis to approve the 2000 general revenue vouchers, special projects and trust fund payments. All voted in favor.

General Revenue Fund	\$54,666.34
Road and Bridge Fund	\$23,662.61
Landfill Spec. Rev. Fund	\$6,253.17
Water Projects – Spec. Rev.	\$30,165.00
Ditch Fund	\$294.79
Trust Fund	\$1,853.23

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Total \$116,985.14

Beginning Warrant Number: 332217; Ending Warrant Number: 332300.

2001 General Revenue Vouchers were presented. Discussion. Gladis moved, seconded by Buysse to approve the 2001 general revenue vouchers. All voted in favor.

General Revenue Fund	\$76,892.60
Road and Bridge Fund	\$81,795.28
Landfill Spec. Rev. Fund	\$13,920.00
Sinking Ditch V	\$375.00
Sinking Ditch VI	\$150.00
Sinking Ditch VII	\$375.00
Total	\$173,507.88

Beginning Warrant Number: 332301; Ending Warrant Number: 332310.

Discussion on upcoming conference call with Redwood County.

Conference Call with Redwood County.

Fenske – We need to reconstitute the boards for the ditches since Vandelanotte has retired. Discussion. Redwood County nominated Schouvieller and Neperman to the JD#15 L&R Impr. board and Lyon County nominated Buysse, Nelson, and Fenske. Vote was taken. Lyon County – All voted in favor. Redwood County – All voted in favor.

Redwood County nominated Kletscher, Schouvieller, and Neperman to the JD#15 R&L Lat Board and Lyon County nominated Buysse and Nelson. Vote was taken. Redwood County – All voted in favor. Lyon County – All voted in favor.

Fenske – Need to approve the October 4th minutes from the JD#15 L&R Impr. hearing. Neperman moved, seconded by Buysse to approve the October 4th JD#15 L&R Impr. minutes. All voted in favor.

Fenske – Need to reconstitute the board for JD#34 R&L. Lyon County nominated Buysse, Nelson, and Fenske. Redwood County nominated Kletscher and Neperman. Vote was taken. Lyon County – All voted in favor. Redwood County – All voted in favor.

Fenske – Need to approve the minutes from the November 6 JD#34 R&L meeting. Kletscher moved, seconded by Buysse to approve the November 6th JD#34 R&L meeting minutes. All voted in favor.

Fenske – We need to sign the final order for JD#15 L&R. Jorgensen – The ditch minutes do not reflect that the board gave the chairman authorization to sign the final order. Maes – Also, Simpson's bill to prepare was about double what he estimated. Should probably set up another meeting to discuss payment of this bill and the blow out issue.

Hammer explained the tile blowouts to the Redwood Board.

Redwood Commissioners stated that they would not go along with giving Simpson anymore money because he has been paid what he quoted. Maes – He was asked for an estimate and that is what he provided. Discussion.

Redwood Commissioners – What will the date on the final order be? Discussion on signature date. Redwood Commissioners – It should be back dated. Maes – It has to be dated today, it can not be backdated. Buysse moved, seconded by Neperman to sign the final order for JD#15 L&R Impr. dated January 2, 2001. All voted in favor.

Discussion.

Neperman moved, seconded by Buysse to adjourn the meeting between Redwood County and Lyon County. All voted in favor.

Conference call ended.

Hammer – In light of the situation, I would recommend that the bill for JD#15 L&R Impr. not be paid at this time. Buysse moved, seconded by Nelson not to pay the bill for JD#15 L&R Impr. from Quarnstrom, Doering, Pederson, Leary and Murphy Law Offices. All voted in favor.

Auditor/Treasurer Van Overbeke met with the board to request approval of a 3.2 Liquor License.

Amiret Sportsman Club. Gladis moved, seconded by Nelson to approve the 2001 3.2 on/off sale liquor license for the Amiret Sportsman Club. All voted in favor.

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Jorgensen – I have the resolution here to set the 2001 meeting dates. Buysse moved, seconded by Gladis to approve the resolution (on file at the County Administrator’s Office) to set the Commissioner Meeting dates for 2001 on the first and third Tuesday of every month with the exception of the first meeting in December which will be held on December 6 due to a conflict with the AMC conference. All voted in favor.

Jorgensen – I have a resolution to set the salary ranges of elected officials. The range for the County Attorney only includes the minimum because the maximum will likely be changing. Buysse moved, seconded by Nelson to approve the resolution (on file at the County Administrator’s Office) setting the salary ranges for elected officials as follows:

County Auditor/Treasurer Misc. Income	min of \$44,609, max of \$62,445 per county policy
County Recorder Misc. Income	min of \$36,997, max of \$51,800 per county policy
County Sheriff Misc. Income	min of \$50,283, max of \$70,399 per county policy
County Attorney Misc. Income	min of \$52,981 per county policy.

All voted in favor.

Jorgensen – I have one more tobacco license that needs to be approved for 2001.

Balaton Food Center. Buysse moved, seconded by Gladis to approve the 2001 tobacco license for the Balaton Food Center. All voted in favor.

Jorgensen – I have a request from Marg Louwagie, County Administrator’s Assistant for sixteen weeks of unpaid leave due to a pregnancy. Buysse moved, seconded by Gladis to approve up to sixteen weeks of unpaid leave due to pregnancy for Marg Louwagie to begin on or around January 29th and to end on or around May 29th. All voted in favor.

Jorgensen – I gave you all a draft policy statement on market pay adjustment.

Jorgensen – AMC is wondering if Lyon County is interested in having a county day at the capital. You don’t need to decide right now, but it is something to think about.

Jorgensen – Lyon County received a certificate from MCIT for Outstanding Loss Ratio under fifty percent for property/casualty for 1997 to 1999. Discussion on dividend.

Discussion on Jorgensen leaving and possibly writing down things that he does etc.

Meeting recessed.
 Meeting back to order.

Rick Anderson met with the board to discuss the reconsideration of the pickup quotes given at the last meeting. Anderson – After the meeting, I called one of the dealers and he told me I used the wrong number for the quote. It was in a different place than the others. I had Benson and Maes look at it and they would have picked the same number that I did. Maes – The number was on the top of the sheet, not where you would expect it to be. Buysse moved, seconded by Gladis to rescind the motion made at the last meeting to accept the low quote form Lockwood Motor’s for a ½ ton four-wheel drive pickup. All voted in favor. Anderson presented the new quotes. They were as follows:

Salmon Motors	\$20,542.35
Anton Chevrolet	\$21,609.83
Lockwood Motors	\$21,615.25
Salmon Automotive Inc.	\$22,175.00
Marshall Ford	\$23,328.51

Anderson – The low quote is from Salmon Motors. Buysse – What did Lockwood’s think of this? Maes – The wrong numbers were presented to the board and it was discovered right after the motion to approve was made. I believe this is what needs to be done. Lockwood’s was contacted immediately. Anderson – The manager from Lockwood’s said he did not like it, but that he understood it. Gladis moved, seconded by Nelson to accept the quote from Salmon Motors in the amount of \$20,542.35 for a ½ ton Dodge pickup for the park/fairgrounds. All voted in favor.

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Discussion on Board appointments. Discuss Airport Commission. Fenske – I will appoint Duane Carrow to the Extension Committee and there is still one more opening. The Committee Assignments are as follows:

Board	Appointee	Term	Appointed	End of Term
Airport Commission – Marshall	Jerry Gladis	3 yrs	1/1/01	Jan-04
Airport Zoning Board – Tracy	Phil Nelson	Indefinite		
	Homer Dobson	Indefinite		
PHS Board - Advisory Committee	Mark Goodenow	2 yrs	1/2/01	Jan-03
	Rebecca Day	2 yrs	1/2/01	Jan-03
	Judy McCort	2 yrs	1/2/01	Jan-03
	Frank Moorese	2 yrs	1/2/01	Jan-03
County Office Appointments				
Assessor	Dean Champine	4 yrs	Dec-00	Dec-05
Engineer	Anita Benson	4 yrs	Oct-00	May-00
VSO	Jim Hubley	1 yr		Jan-02
Surveyor	Lyle Moseng			Jan-02
Extension Committee	Beth Erdmann	3 yrs	1/18/00	Jan-03
	Brian Brandt	3 yrs	1/18/00	Jan-03
	Duane Carrow	3 yrs	1/2/01	Jan-04
		3 yrs		Jan-01
	Shelly Hilton	3 yrs	1/19/99	Jan-02
	Gary Stassen	3 yrs	1/5/99	Jan-02
	Jerry Gladis	3 yrs	1/5/99	Jan-02
	Clarence Buysse	3 yrs	1/5/99	Jan-02
Youth Members		1 yr	1/18/00	Jan-01
		1 yr	1/18/00	Jan-00
JTPA – CEOB	Bob Fenske			Indefinite
Library Board	Jerry Gladis	1 yr	1/2/01	Jan-02
	Ron Vermeersch	2 yrs	2/1/00	Jan-02
	Sandy Nelson	2 yrs	1/5/99	Jan-01
Library System - Plum Creek Board – Chair	Jerry Gladis	1 yr	1/2/01	Jan-02
Board - Vice Chair	Bob Fenske	1 yr	1/2/01	Jan-02
Area II Water Project	Mark Goodenow	1 yr	1/2/01	Jan-02
Alternate	Clarence Buysse	1 yr	1/2/01	Jan-02
	Phil Nelson	1 yr	1/2/01	Jan-02
LLM&P Public Health	Jerry Gladis	3 yrs	1/2/01	Jan-04
	Phil Nelson	3 yrs	1/5/99	Jan-02
	Eleanor Hewitt	3 yrs	1/5/99	Jan-02
DAC	Mark Goodenow	3 yrs	1/2/01	Jan-04
Energy Board	Don Stokke			Indefinite
Fairgrounds/Ag Society	Jerry Gladis	2 yrs	1/2/01	Jan-03
Group Home Board	Mark Goodenow	1 yr	1/2/01	Jan-02
Restorative Justice Coalition	Mark Goodenow	1 yr	1/2/01	Jan-02
Law Library	Mark Goodenow	1 yr	1/2/01	Jan-02
Library Board - Jt Powers	Mark Goodenow	1 yr	1/2/01	Jan-02
	Jerry Gladis	1 yr	1/2/01	Jan-02
LCEDC	Jerry Gladis	2 yr	1/2/01	Jan-03
Park Advisory Committee	John Vigna	3 yr	1/18/00	Jan-03
	Betsy Desy	3 yr	1/18/00	Jan-03
	Tony Doom	3 yr	1/5/99	Jan-02
	Kevin Henkel	3 yr	2/1/00	Jan-03
	Brian Ludeman	3 yr	1/2/01	Jan-04
	Galen Boerboom	3 yr	1/5/99	Jan-02
	Jerry Gladis	3 yr	1/18/00	Jan-03
	Park Supervisor	Indef.		
	County Administrator	Indef.		
Planning & Zoning Board	Chauncey Meudeking	3 yr	1/18/00	Feb-03
	Francis Mortier	3 yr	1/18/00	Feb-03
	Phil Nelson	3 yr	1/2/01	Feb-04
	Mark Goodenow	3 yr	1/2/01	Feb-04
	Margaret Barker	3 yr	1/2/01	Feb-04
	Paula Boerboom	3 yr	1/5/99	Feb-02

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	David Josephson	3 yr	1/5/99	Feb-02
Planning & Zoning – Marshall	Mark Goodenow			Indefinite
	Phil Nelson			Indefinite
Regional Landfill Board	Bob Fenske	1 yr	1/2/01	Jan-02
Alt	Jerry Gladis			
Safety Committee	Mark Goodenow	1 yr	1/2/01	Jan-02
SW Regional Solid Waste Comm.	Bob Fenske	1 yr	1/2/01	Jan-02
Alt	Jerry Gladis			
SW Regional Dev. Comm.	Bob Fenske	1 yr	1/2/01	Jan-02
Water Task Force	Phil Nelson	2 yr	1/2/01	Jan-03
	Clarence Buysse	2 yr	1/2/01	Jan-03
	Richard Myhre	Indef.		
P & Z Board of Adjustment	Chauncey Meudeking		1/18/00	Feb-03
	Francis Mortier		1/18/00	Feb-03
	Margaret Barker		1/2/01	Feb-04
	Paula Boerboom		1/5/99	Feb-02
	David Josephson		1/5/99	Feb-02
Zoning Appeal Board	same as P&Z Board of Adjustment			
RCRCA	Phil Nelson	1 yr	1/2/01	Jan-02
Alt	Clarence Buysse	1 yr	1/2/01	Jan-02
R8 North Welfare Board	Carmen Marben	2 yr	7/1/00	Jul-02
	Mark Goodenow	1 yr	1/2/01	Jan-02
	Robert Fenske	1 yr	1/2/01	Jan-02
Weed Inspector	Todd Hammer	1 yr	1/2/01	Jan-02
Deputy	Marv Rialson	1 yr	1/2/01	Jan-02
Deputy	Roger Schroeder	1 yr	1/2/01	Jan-02
Noxious Weeds Appeal Committee	Phil Nelson	1 yr	1/2/01	Jan-02
	Cynthia Celander	2 yr	1/18/00	Jan-02
	Harold Mellenthin	2 yr	1/18/00	Jan-02
Western Community Action	Clarence Buysse	1 yr	1/2/01	Jan-02
Western Human Dev – Board	Bob Fenske	3yrs	1/2/01	Jan-04
	Homar Dobson	3 yrs	1/18/00	Jan-03
Yellow Medicine River Watershed	Clarence Buysse	1 yr	1/2/01	Jan-02
	Richard Myhre	3 yrs	9/2/00	Sep-03
Joint LEC Management Board	Mark Goodenow			Indefinite
	Phil Nelson		Alternate	Indefinite
	County Administrator			Indefinite
	Sheriff			Indefinite
County Insurance Committee	Bob Fenske			
AMC Policy Committees-Nat'l Resources				
AMC Policy Committees-Human Services	Jerry Gladis			
AMC Policy Committees-Gen Gov't	Bob Fenske			
AMC Policy Committees-Membership Svcs	Jerry Gladis			
MN River Basin Joint Powers Board	Phil Nelson			Indefinite
Alternate	Clarence Buysse			Indefinite
Historical Society Liaison	Mark Goodenow			Indefinite
Marshall Area Family Project	Mark Goodenow		R8NW	
	Bob Fenske		LLMP PHS	
Regional EMS Board	Brennan McAlpine		Jul-99	
SWCD Board (ex-officio)	Phil Nelson	1 yr	1/2/01	January-02
SW Energy Task Force	Bob Fenske			
Sheriff Union Labor-Mgmt Committee	Bob Fenske			Indefinite
	Jerry Gladis			Indefinite
	Sheriff			Indefinite
	County Administrator			Indefinite

2000 Landfill Vouchers were presented. Discussion. Gladis moved, seconded by Buysse to approve the 2000 Landfill Vouchers. All voted in favor.

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Henriksen – I have called Stoneberg to discuss the possibility of Marvin Devries selling the farm site. I have heard that he has a verbal agreement of \$90,000. I talked with Champine and he said it is assessed at \$20,000 to \$30,000 as a bare site. We have the right of first refusal because of the agreement we made with the last sale. The house is assessed at \$20,000. Fenske – How many acres? Henriksen – Five. Fenske – We would be interested, but not for \$90,000.

Fenske – Should we increase the mileage rate? Discussion. Jorgensen – Right now it is .31 if there is no county car available and .14 if someone elects to take their own vehicle when there is a county car available. Fenske moved, (Fenske – I can make a motion as long as I have approval from the board to do so and that was given a few years ago), seconded by Gladis to increase the mileage when there is no county car available to .33 and when there is one available and the person elects to take their own vehicle to .16 effective January 1, 2001. All voted in favor.

Gladis – I just want to mention that Ventura is trying to push having a tax on services. Hopefully it won't pass, but it is something we need to keep on top of. Jorgensen – He is tying a lot of that to education so it may pass. Discussion on taxes.

Conference Call with Chuck Pope.

Fenske – We need to talk about the search for the new county administrator. We just received the faxed letter. Pope explained the process, which is virtually the same as the process that was followed when hiring the county engineer. Pope – The one thing we want to do is make sure that what Jorgensen has done in the past is not lost. Fenske – We would like the entire board involved. Pope – The Board would be the core of the search committee. Would you want department heads involved? Discussion on search committee. Gladis – If all the Commissioners are involved in the initial meetings, then it will be considered a public meeting. Jorgensen – Could have two commissioners, two department heads and myself at first. Fenske – After the search is narrowed down to a few applicants, then the whole board could be involved. Pope – I will have all the board members plus Jorgensen himself fill out a questionnaire. This will help to define the position more clearly. I would review and update the current description and organizational chart. Fenske – We need to look at fees. Pope – The cost for this is \$2000 higher because there will be more screening and referencing. Fenske – The not to exceed cost is \$15,000. Discussion. Fenske – We will approve the letter of engagement. Pope – I will be coming through Marshall tomorrow so I will drop off the questionnaires with Jorgensen and hopefully you can get them back to me ASAP. I can be at your meeting on the sixteenth to discuss them if I get them back in time. Fenske – We will put you on the agenda. Fenske thanked Pope for his time.

Conference call ended.

Gladis – What did we spend on the Public Works Director search? Jorgensen – I am not sure, but I don't think it was even \$10,000. Nelson – The not to exceed number is only professional fees and not expenses? Jorgensen – Correct. But I think with the other search, even with expenses added in, it did not exceed \$10,000. He does a lot of work around here and tries to combine trips as much as he can and then he splits the cost. Gladis moved, seconded by Buysse to hire CH Pope and Associates to perform a job search for the county administrator position. All voted in favor. Fenske – Suggestions for the search committee. Jorgensen – It could include a couple department heads, a couple commissioners and myself and when it comes time to do the interviews, I will back out and all the commissioners should be included. Fenske – Which department heads? Jorgensen – I would like to discuss it with them tomorrow at the department head meeting. Buysse – I believe Fenske should be on the committee. Fenske – I will appoint Goodenow and myself to the search committee for county administrator.

Buysse moved, Gladis seconded motion to adjourn the meeting until Tuesday, January 16, 2001 at 9:00 A.M.

Robert Fenske, Chairman

Attest:

Mark R. Jorgensen
Lyon County Administrator