

UNOFFICIAL MINUTES - SUBJECT TO CORRECTIONS
LYON COUNTY BOARD OF COMMISSIONERS
LYON COUNTY GOVERNMENT CENTER, MARSHALL, MN
September 3, 2002

Meeting called to order by Chairman Fenske. Members present: Buysse, Fenske, Goodenow, Nelson, County Attorney Maes, County Auditor/Treasurer Van Overbeke, and County Administrator Lewis. Absent: Gladis.

Pledge of Allegiance to the Flag.

Agenda approved with the addition of request for ag society appropriation early payment and request for approval to replace sidewalk by monument and around Government Center.

Goodenow moved, seconded by Buysse to approve the minutes from the regular commissioner meetings on August 6 and August 20 and the special meeting on August 13th. All voted in favor.

Nelson moved, seconded by Buysse to approve the minutes from the Annual Ditch Maintenance Hearing on August 22nd. All voted in favor.

Bob Byrnes – When extension started reorganizing, 4-H was given close attention. You have already met the Regional 4-H Coordinator, Kami Hastad. Now we have hired a 4-H Program Coordinator, Nicole Coequyt. Hastad – It has been a very busy summer working with all three counties. This winter I am planning to work on more programs etc. Coequyt – My goal will be to get more kids from the urban areas involved in 4-H. We know we have rural involvement, but it is worthwhile for urban children also. Byrnes described Coequyt's background. Fenske welcomed Coequyt.

Maddy Forsberg, Southwest Area Agency on Aging Director, and Robin Weis, Program Development Specialist, met with the board to give an update on the Agency. Forsberg – The State Legislature passed a long-term care initiative. They would like nursing homes to be downsized. We have contracted with all of the nine counties in the SRDC and have done a GAPS analysis. The contract ended in June, but we are still working with county staffs. A lot of the problems that seniors have stem from the fact that they don't know where to turn for help. We have the Senior LinkAge Line which is an 800 number that seniors and or family members etc. can call for answers to their questions. We also have a conference coming up on what can be done with discharge analysis. When seniors are discharged from hospital to hospital, hospital to home, etc. there is a lot of confusion. Another issue facing seniors is transportation. We are anticipating a 15 to 20 percent cut in funds. We are trying to find funds for Parish Nurse Programs. Home delivered meals are another important part of our service. There is also a continuing need for guardianship. We are hoping to contract with Lutheran Social Services to come and train for guardianship. We also keep working on minority issues. Housing is one of the bigger issues facing seniors. We need to find affordable, assisted living. Weis explained a little more about the Senior LinkAge Line. Forsberg – We are looking at collaborations with Mankato, Appleton and Willmar. Just to let you know, \$104,586 was spent in Lyon County. Weis explained the Prairie Health Purchasing Alliance. Discussion. Fenske thanked them for their update.

Fenske welcomed Congressman Collin Peterson. Peterson gave a background on himself and explained that he is trying to get acquainted with his new districts and find out what the priorities are. Peterson – I met with the City of Marshall and discussed their airport issues. I also met with the County Engineer and discussed transportation issues. Peterson explained that the session would start tomorrow and what they would be working on. Discussion on Farm Bill, Landfill, and Ditch/River situation. Fenske thanked Congressman Peterson for coming.

Ditch Vouchers were presented. Discussion on CD#34. Goodenow moved, seconded by Buysse to approve the ditch vouchers. All voted in favor.

Hammer – I received two quotes for the repair of CD#34. The lowest was \$16,500. The benefits are lower than the cost to repair. I did hold a meeting with the landowners and they pretty much all agreed that it needed to be fixed. Nelson – It is not an open ditch so re-determination would not take as long. Goodenow – Could the tile be drained so it does not freeze this winter? Buysse – It is too deep. Goodenow – After re-determination, it could be an improvement and then the tile could go around the hill. Discussion. Goodenow – It needs to be re-determined. Hammer – I agree. I will need to talk to the landowners and the overseer. Maes – You could have them file a petition. In a few cases the repair can go over the benefits if the Board decides it is in the best interest of the ditch. Goodenow – We would have to be very careful with that. A judge might not agree with what we think is in the best interest of the ditch. Maes – I think your best route would be re-determination. Fenske – We could order the re-determination. Goodenow – We have to have a hearing. Let's schedule it. Fenske – The hearing to discuss re-determination on CD#34 will be at 9:15 on October 1.

Biren – I just want you to be aware that there will be a special P&Z meeting on September 16 to consider the final plat on the Klein Addition and I will hopefully be able to bring it to the Board on September 17th.

Harry Weilage, Marshall Community Services – I had updated you on the status of the Southwest Recreation Grant at the City/County meeting. We received a letter dated August 1 stating that grant reimbursement requests should be received no later than August 20. You should have all

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received a copy of that letter. In the original grant agreement, they were aware that we would not use the funds by the end of August due to Schwan's 50th Celebration. This joint resolution demonstrates the continued commitment of the City, County, District 413, and SSU to implement the project. Discussion. Goodenow moved, seconded by Nelson to adopt the resolution (on file at the County Administrator's Office) demonstrating Lyon County's continued commitment to the Southwest Area Recreation Project. Buysse – Will these fields be available for greater Lyon County to use? Weilage – Yes. That will be part of the Joint Powers that SSU will develop. All voted in favor.

Goodenow – What about the 2nd \$50,000? Weilage – That is tied to the ice arena. We continue to have discussions about that. Right now it is on hold until it is decided if there will be a school referendum. I can tell you that we are having active discussions. Weilage – The Minnesota Amateur Sports Commission is very supportive of this project.

Landfill Vouchers were presented. Goodenow moved, seconded by Buysse to approve landfill vouchers. Discussion. All voted in favor.

Henriksen – Would like approval to apply for a grant from the OEA to help clean up tire piles. We thought incorporating the fact that reducing tire piles would reduce breeding grounds for mosquitoes may help to secure the grant. Buysse moved, seconded by Goodenow to approve the application to the OEA for a grant to help clean up tire piles. All voted in favor.

Henriksen – They are laying the liner at the landfill. I have talked with the contractor about the change order and he is supposed to get it back to me ASAP.

Meeting Recessed.
Meeting Back to order.

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

Benson – I have been trying to figure out how the county has supplied break-room appliances in the past. There is really no countywide policy. This comes up as an issue because we are moving into the new building shortly. In the Government Center itself, there is a coffee committee that people join and they have typically paid for the appliances etc. in the break-room. Champine – One complaint that we have gotten is that not everyone belongs and they still use the appliances in the break-room. Discussion on possibly getting microwave and coffee pot from pop/candy machine vendors. Lewis – We could open up dialog with the Coffee Committee and just decide today what to do with Public Works. Goodenow – It is only about \$1,000, I don't think we need to spend a lot of time on this. Fenske – We will let the County Administrator and Benson take care of it.

Benson – I am requesting approval of final payments to McLaughlin & Schulz. IC-134 forms have been received for all of the projects. Goodenow moved, seconded by Buysse to approve the following final payments to McLaughlin & Schulz, Inc.

SAP 42-607-19	\$ 5,907.72
SAP 42-607-20	\$13,115.67
SAP 42-613-21	\$40,185.63
SAP 42-614-18	\$ 5,846.65
SAP 42-633-10	\$ 5,630.39

All voted in favor.

Benson – Just to let you know, we are pouring a bridge deck in Eidsvold Township today.

General Revenue Vouchers, Special Water Projects, and Capital Project Funds were presented. Van Overbeke – Does Carmen Marben get paid the same mileage as the County? Goodenow – Yes. Van Overbeke – Should it come out of the Commissioner's budget? Goodenow – Yes. And everyone agreed. Goodenow moved, seconded by Nelson to approve the general revenue vouchers, special water projects and capital projects moving Carmen Marben's per diems and mileage to come out of the Commissioner's budget. All voted in favor.

General Revenue Fund	\$46,681.92
Road and Bridge Fund	\$91,487.48
Landfill Spec. Rev. Fund	\$19,636.51
Water Projects – Spec. Rev.	\$105.00
Capital Projects Fund	\$154,587.91
Ditch Fund	\$729.50
Total	\$313,228.32

Beginning Warrant Number: 339217; Ending Warrant Number: 339316.

Auditor's Warrants were presented. Goodenow moved, seconded by Nelson to approve warrants 339181 to 339193 dated August 22, 2002 in the amount of \$144,330.39 and warrants 339194 to 339213 dated August 29, 2002 in the amount of \$32,542.50. All voted in favor.

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Van Overbeke – The Lyon County Ag Society has requested early payment of their fourth quarter appropriation. It is usually paid the first meeting in October. Discussion. Goodenow moved, seconded by Nelson to approve early payment of the Ag Society's fourth quarter appropriation. Fenske – I assume we will get a report on the fair. Van Overbeke – I will mention it. All voted in favor.

Lewis – We received the contracts from Dulas Construction for the remodel of the Highway Shop Offices. You had previously approved their bid, this is just to sign the contracts. Goodenow moved, seconded by Nelson to authorize the Chair to sign the contracts with Dulas Construction. All voted in favor.

Lewis – Krause realized that he had transposed some numbers on the quotes for the pickup, which resulted in Rochester Ford Toyota having the lowest quote. He talked with Marshall Ford, who you had approved at the last meeting, and told them of the situation. Goodenow – There is only about \$169 difference in the quotes. I would just as soon buy from Marshall Ford since they are local. Discussion. Goodenow moved, seconded by Fenske to approve maintenance purchasing a pickup from Marshall Ford based on corrected quotes as follows:

Anton Chevrolet	\$15,878.70
Amdahl Motors	\$16,091.12
Rochester Ford Toyota	\$15,684.25
Marshall Ford	\$15,853.39
Lockwood Motors	\$16,570.65

Goodenow – If we purchase from Rochester, the truck would have miles on it when it got here and the dollar difference is really insignificant. I think purchasing locally is the right thing to do.

All voted in favor.

Lewis – You all should have received a copy of our health insurance renewal rates. We will have a 7.5 percent increase. Discussion.

Lewis – County's can have special levies above the levy limit. Some counties are going to do certificates of indebtedness. I talked with different firms to see what other counties are doing. If you want to explore these as an option, we should schedule a special meeting to set the preliminary levy because these need to be set when you set the preliminary. I will be working with the department heads to reduce expenditures and we could look at a special levy. Discussion. Fenske – I am only in favor of looking at a special levy for the bond and interest on the Public Works Building. I am not in favor of borrowing for equipment etc. Nelson – We could put the \$192,000 in a special levy and nullify it later if we don't need it? Lewis – Yes. Fenske – I would like to know what amount we have in reserves. Van Overbeke – I will get that to you. Discussion. Goodenow moved, seconded by Nelson to set the preliminary levy for 2003 at \$7,465,940 which represents approximately a 3.5% increase and to establish a special levy for payment of bonds and interest on a government building in the amount of \$191,535. All voted in favor.

Lewis – Krause would like to replace the sidewalk around the monument, from the Government Center to the Jail and where it is cracked around the Government Center. It will cost approximately \$2500 using STS, Highway Department Equipment, and Maintenance Staff. Goodenow – Krause has shown me what needs to be replaced and I definitely agree. Discussion. Goodenow moved, seconded by Buysse to approve Krause's request for sidewalk replacement around the monument, from the Government Center to the Jail, and where needed around the Government Center. All voted in favor.

Maes – I am still in the process of negotiating to hire. My goal is to have someone in place by mid-month and I will come back at that time.

Maes – We are looking at trying to make the office more efficient and save space. By adding a multipurpose copier, fax, and shift sorter we will be moving toward our goal. I received quotes from A&B Business, Bromen Office 1 and Davis. The lowest quote was from A&B Business on a Richo. It has added memory, fax component and shift sorter. The maintenance agreement covers everything including toner excluding paper. Would like to take \$5,860 out of the Criminal Justice Fund. Goodenow – Electronic Data Storage? Maes – Yes. Goodenow – Did you talk with Van Keulen about this? Maes – Yes. He does not like multipurpose machines, but he says that things are moving in that direction. It will work with our network. Extension has one and they like it. Initially all three companies had figured in a trade-in component, but then they could not figure out what they would do with our old machine. So they just gave us that amount as a discount and we get to keep the old one. I think the Recorder's Office is interested in it. Discussion. Goodenow moved, seconded by Buysse to approve the County Attorney's Office purchasing a Richo Multipurpose Machine from A&B Business utilizing the Criminal Justice Aid Fund. All voted in favor.

Goodenow – How are the court cases going? Maes – I have not heard anything.

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Maes – I was told that there is poor air quality on the third floor in courts. Lewis – We will get testing done right away. Fenske – Let them know that the County Administrator will be working on it.

Van Overbeke – Need to set the Truth and Taxation Hearing on December 5th. Fenske – The Truth and Taxation Hearing will be held on December 5th at 7:00 PM.

Barker – You should have received a memo in your packet explaining the reason I am requesting to use funds out of the Technology Fund. I have not gotten all of the quotes in yet. I have been working with Fran and I suggested that I bring him the quotes and he said he would look over them. I am requesting approximately \$35,000 out of the Tech Fund. Nelson – Will the State reimburse? Barker – They have a certain amount set aside, but they will reimburse if they determine there is a need. Since I have a program vendor, I will not have to pay for a programmer so that may not go in our favor. I have written a report explaining that we would not need any of this if we were not a pilot county. Nelson – Will there need to be an upgrade in the Auditor's Office? Barker – The Auditor's Office will be involved in the second phase. Lewis – I think the Recorder's Office has a viable use for these funds, but I do believe there should be more definite planning for the Tech Fund in the future. Discussion. Goodenow moved, seconded by Buysse to approve the Recorder's Office using up to \$35,000 out of the Tech Fund for hardware updates due to the pilot project for electronic recording. Discussion on balance in Tech Fund. All voted in favor.

Commissioner Reports:

Nelson – RC&D ratified their bylaws. The next meeting will be in October. When they go to the USDA, they will need projects. We should set up a committee with a representative from Soil and Water and others from the County. One project I can think of is playground equipment at Garvin Park. RCRC has hired a new person; they have applied for money for upgrading septic systems and beaver control.

Fenske – I think it was very worthwhile to meet with Collin Peterson.

Discussion on when to hold appropriations meeting. Fenske – The meeting to discuss appropriations will be October 14th at 6:30.

Fenske – Richard Myhre's term has expired? Lewis – That is what the YMRWSB has said. I think you must advertise. Van Overbeke – Can they change the term to begin on January 1? Fenske – Please check into this.

Per diems were presented. Goodenow moved, seconded by Buysse to approve the following per diems and expenses.

	<u>Per Diems</u>	<u>Expenses</u>
Nelson	\$210	\$180
Goodenow	\$50	
Gladis	\$70	\$38.50

All voted in favor.

Fenske mentioned a letter from the Minnesota Chief of Police commending Mark Mather and Dan Louwagie for doing such a good job.

Buysse – On September 9th I have an Extension Meeting and a YMRWS Board meeting. I am on the advisory committee for the watershed board and we have given recommendations on improvements for administration. I attended the personnel team meeting and things are being discussed freely.

Buysse moved, Nelson seconded motion to adjourn the meeting until Tuesday, September 17, 2002 at 9:00 A.M.

Robert Fenske, Chairman
Lyon County Board of Commissioners

Attest: _____
Gregory D. Lewis
Lyon County Administrator