

UNOFFICIAL MINUTES

LYON COUNTY BOARD OF COMMISSIONERS

LYON COUNTY GOVERNMENT CENTER, MARSHALL, MN

November 7, 2006

9:00 AM – Meeting called to order by Chair Ritter. Members Present: Fenske, Goodenow, Nelson, Ritter, Administrator Stomberg, Attorney Maes, and Auditor/Treasurer Van Overbeke. Absent: Buysse.

Pledge of Allegiance to the Flag.

Approve Agenda

Nelson moved, seconded by Goodenow to approve the agenda as presented. All voted in favor.

Consent Agenda

The following Per Diems and Expenses were presented.

	Per Diems	Expenses
Fenske	\$120	
Goodenow	\$160	\$35.60
Nelson	\$50	\$17.36
Ritter	\$260	\$43.61

Consent Items 1-6 were presented.

1. Approve Minutes from the 10/17/06 Regular Meeting and the 10/24/06 Special Meeting.
2. Approve Commissioner Warrants #105243 - #105343 dated 11/08/06 in the amount of \$155,470.47.
3. Approve Auditor Warrants.
 - a. #105128 - #105147 dated 10/19/06 in the amount of \$39,908.20.
 - b. #105160 - #105173 dated 10/26/06 in the amount of \$16,223.70.
 - c. #105211 - #105241 dated 11/02/06 in the amount of \$100,446.79.
4. Approve Per Diems and Expenses previously presented.
5. Consider Setting Public Hearing Dates for Proposed Road Jurisdictional Changes (to be held in Commissioner Rooms 1, 2, & 3).
 - a. 12/14/06 at 7:00 PM – CR 55 to Nordland Township.
 - b. 12/14/06 at 7:30 PM – CR 82 to City of Minneota.
 - c. 12/14/06 at 8:00 PM – CR 81 to Lake Marshall Township.
6. Approve Operational Contract between Lyon County and other counties in the HHW Region.

Goodenow moved, seconded by Nelson to approve Consent Agenda Items 1 – 6, with corrections to the October 17th Minutes. All voted in favor.

Landfill Permit Application Update and Discuss Grant Proposal

Paul Henriksen (Environmental Administrator) and Fred Doran (R.W. Beck) summarized the landfill permit application process thus far. The permit has been submitted, and they are waiting on the corps' determination of jurisdiction, a 90-120 day process.

Doran then described Environmental Assessment Grants from the MPCA. The types of eligible projects may include a gas-to-energy feasibility project at the landfill. If obtained, these grants have a maximum award of \$40,000 or 75% of the total project costs, whichever is less. Proposals are due on 11/27/06. Fenske – Would local co-ops be required to buy the electricity? Doran – Co-ops would be given incentives to do so. Nelson – So this study would determine whether we are producing enough methane? Doran – Yes, with and without recirculation.

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Fenske moved, seconded by Nelson to approve the development of a grant proposal to be submitted to the MPCA to study the use of landfill gas-to-energy. The commitment of Lyon County's share of the project is included in this motion. All voted in favor.

Consider ISTS Loan Transfer of Funds

Roger Schroeder, Environmental Specialist, said the transfer of ISTS Loan Funds from Yellow Medicine County provides Lyon County the opportunity to fund one more septic loan upgrade and possibly another partial upgrade. Nelson – This is a surplus to Yellow Medicine to be spent in the YM District? Schroeder – Yes.

Goodenow moved, seconded by Fenske to approve the resolution to enter into the MN Clean Water Partnership Project Implementation Loan Agreement Amendment No. 1; thereby allowing for the transfer of surplus ISTS low-interest loan dollars from Yellow Medicine County to Lyon County for immediate use on the Greater Yellow Medicine River Phase II ISTS low-interest loan project. All voted in favor. Resolution 35-06 is on file with the County Administrator.

Designate Funding Source for Grounds Work

Anita Benson, PW Director/Engineer, requested the designation of a funding source for *grounds work* performed by the Highway Department. The work was done to restore the area in front of the Grandstand following a monster truck event this past summer. Stripping off the gravel, sand, and clay to a depth of 8" and replacing it with new material cost the Highway Department \$2,328.56, excluding the materials cost which came from a County-owned gravel pit. Highway cost accounting requires the Board to either designate a fund to be billed for the \$2,328.56 or authorize the amount as "authorized no charge work" in which case the Highway Department would not recover this expense and it would show up in the annual financial report as "authorized no charge work."

Goodenow moved, seconded by Fenske to authorize the billing of the County Fairgrounds Department for the grounds work performed by the Highway Department in the amount of \$2,328.56. All voted in favor.

Benson suggested requiring a cash escrow in advance of future events. Nelson commented that the Highway workers did a good job which helped the fair get off to a good start.

Accept Donation to Garvin Park

Goodenow moved, seconded by Ritter to accept with appreciation the donation to Garvin Park from Parkside Grade School in the amount of \$154.00. All voted in favor.

Accept Donation to Ag Society

Fenske moved, seconded by Nelson to accept with appreciation the donation to the Ag Society for the Rodeo from the Marshall American Legion Post 113 in the amount of \$500.00. All voted in favor.

Accept Employee Resignation

Ritter moved, seconded by Goodenow to accept the resignation of Laura Bottin, Facilities Maintenance Worker. All voted in favor. The Board expressed appreciation of Bottin's service.

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Authorize Recruitment for Open Position

Fenske moved, seconded by Nelson to authorize the Facilities Manager to advertise, interview, and offer (contingent on final Board approval) for the position of Facilities Maintenance Worker. All voted in favor.

Discuss Preliminary Budget

Stomberg stated there were a few budget items which needed further discussion prior to adoption of the FY2007 Budget. Regarding "Appropriations," some requests had been reflected in the preliminary budget while others had not. Sentence-to-Service (STS) will be taken out of the levy as opposed to the Criminal Justice Fund. Salaries, bracket-adjustments, and an additional deputy were other items needing further consideration. Ritter – I would like to discuss this next time after further review. A preliminary budget discussion will be held at the 11/21/06 meeting.

Meeting recessed at 9:50 AM.
Meeting was called back to order at 10:10 AM.

Exit Interview with State Auditor's Office

Roger Albertson from the State Auditor's Office provided an exit interview for the 2005 Audit. Albertson said it was a smooth audit; "an Unqualified Opinion is the best you can get." Albertson opined the General Fund's \$8.5 Million is probably over what the State Auditor would recommend. Nelson stated that the County is looking at building a new jail. Albertson commented that the small size of our offices means extra attention must be given to segregation of duties. Albertson – Post Employment Benefits are in your budget now, but a method needs to be developed with an actuary.

Offer GIS Specialist Position

Shawn Strong, IT/GIS Director, requested approval of an employment offer to Ryan Wendt.

Nelson moved, seconded by Fenske to approve the employment offer to Ryan Wendt for the position of GIS Specialist at \$17.28/hr (Pay Grade 18). All voted in favor. The start date is yet to be determined.

Consider GIS Contract with Pipestone County

Strong requested approval of a contract for GIS Services with Pipestone County. Strong stated the agreement stemmed from the interest of Pipestone. He said other counties have expressed interest as well. The Board discussed the specifics of a shared GIS Specialist.

Goodenow moved, seconded by Ritter to approve entering into a contract with Pipestone County to provide GIS Services. All voted in favor.

Consider Creation of Second GIS Specialist Position

Fenske moved, seconded by Goodenow to approve employment of a second GIS Specialist position to provide GIS Services through 2007. All voted in favor.

Offer Second GIS Specialist Position

Van Overbeke expressed concerns as to whether this new position would help with Lyon County projects. Strong – That is the intent.

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Goodenow moved, seconded by Nelson to approve the employment offer to Mark Volz to fill the newly created position of GIS Specialist at entry level of Pay Grade 18. All voted in favor. The start date is yet to be determined.

Consider Pictometry Contract

Strong requested approval of a contract with Pictometry for aerial photos to be flown during the spring of 2007. Fenske – What is the application for rural areas? Strong explained the Pictometry photos would provide six-times greater detail and would provide both orthogonal and oblique angles. These would be the first photos taken of Lyon County with leaf-off since 1991. Once paid for after two years, the photos would be ours forever – aiding planning and change analysis. Benson said it would save time in the P & Z application process and improve efficiency in the HWY Department. Goodenow – Would you be able to coordinate the pictures with parcels? Strong – Yes. Benson – Real Estate and drainage too. Goodenow – Will the public be able to view this on the web? Strong – Yes, if we wanted to do so. Assessor Dean Champine stated he supported the contract.

Goodenow moved, seconded by Fenske to enter the contract with Pictometry and share expenses with the City of Marshall and Marshall Municipal Utilities. All voted in favor.

Discuss Transport Costs for Sheriff's Department

Sheriff Joel Dahl informed the Board that increasing transport costs may require more funds than what had been budgeted for the Sheriff's Department. Dahl proposed adding another deputy, but he cautioned that an extra deputy may not be the answer. Nelson – How many of the transports require a deputy? Dahl recommended that all transports be done by deputies to reduce liability. Nelson – Will a jail affect these numbers? Dahl – Not really. Goodenow did not believe an extra deputy would necessarily fix it. Dahl agreed, but said the Board needs to be aware of these increasing costs.

Commissioners' Business

Meeting schedule was reviewed.

Goodenow reported on the Marshall-Lyon County Library and the Plum Creek Library System. The DAC is under construction and they are scheduled to move in January. The Extension Committee was at the new location at the Highway Shop.

Nelson reported on Public Health and Area II.

Fenske reported on AMC and complimented Sheriff Dahl on the letter from the Board of Peace Officer Standards & Training.

Ritter reported on AMC, Extension Committee, Public Health, and Soil & Water.

Closed Session to Discuss LELS Contract Negotiations

11:41 AM - Fenske moved, seconded by Nelson to go into closed session to discuss LELS Contract Negotiations. All voted in favor.

12:13 PM – Nelson moved, seconded by Ritter to come out of closed session. All voted in favor.

Ritter adjourned the meeting at 12:13 PM until Tuesday, November 21, 2006 at 9:00 AM.

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Stephen W. Ritter, Chairman

Attest: _____
Loren Stomberg, Lyon County Administrator