

FARIBAULT COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
DECEMBER 17, 2013

The Faribault County Board of Commissioners met pursuant to the recess of December 3, 2013 at the Courthouse in the City of Blue Earth at 4:00 p.m. on December 17, 2013. The following members were present: Bill Groskreutz, Tom Loveall, John Roper, Tom Warmka, and Greg Young Commissioners. Auditor/Treasurer/Coordinator John Thompson and County Attorney Troy Timmerman were also present.

The meeting was called to order by Chair Young.

The pledge of allegiance was recited.

* * * * *

Warmka/Groskreutz motion carried unanimously to approve the synopsis and official proceedings of the December 3, 2013 regular meeting.

* * * * *

Roper/Warmka motion carried unanimously to approve the agenda of December 17, 2013.

* * * * *

The calendar was updated. Cindy Lyon from the Blue Earth Chamber of Commerce and Tourism Board met during public comment.

* * * * *

Committee reports were presented.

* * * * *

Deputy Sheriff Scott Adams met regarding Emergency Services business.

Warmka/Groskreutz motion carried unanimously to approve a 2014 EMPG grant application of \$14,411.08 for Emergency Services from the State of Minnesota.

* * * * *

Public Works Director John McDonald met regarding office business. A construction update was given.

Warmka/Roper motion carried unanimously to approve the purchase of a 2014 tandem truck from Westman Freightliner for \$71,122.11, a box, hoist, sander, and underbody plow from Crysteel for \$44,005.65, and a one-way plow, front hitch, and wing from Towmaster for \$18,230.65 per the state bid contract.

* * * * *

Central Services Director Dawn Fellows met regarding office business.

Loveall/Warmka motion carried unanimously to hire Jennifer Howard of Winnebago effective December 9, 2013, Joshua Crofton of Blue Earth effective December 10, 2013, and Drew Strom of Estherville IA effective December 27, 2013 as part-time dispatcher/jailers in the Sheriff Department.

Groskreutz/Loveall motion carried unanimously to approve the January 1, 2014 to December 31, 2016 contract with the International Union of Operating Engineers.

Warmka/Loveall motion carried unanimously to approve the January 2, 2012 to December 31, 2013 contract with Minnesota Public Employees Association per the arbitrator's ruling.

Groskreutz/Loveall motion carried unanimously to adopt Resolution 13-CB-30 moving elected officials back to the non-union employee's pay scale. Commissioners Groskreutz, Loveall, Roper, Warmka, and Young voted yes.

RESOLUTION

WHEREAS, effective in 2009, elected officials pay was cut by 3% and a separate pay scale model was created for this wage decrease.

WHEREAS, effective in 2010, elected officials pay was held to 0% increase while the non-union pay scale was adjusted by 2.9%.

WHEREAS, effective December 17, 2013 Faribault County desires to amend and adjust the wage disparity for elected officials.

NOW, THEREFORE, BE IT RESOLVED, the non-union pay scale of Faribault County is adopted for the County Auditor/Treasurer/Coordinator, Recorder, and Attorney.

Roper/Loveall motion carried unanimously to approve a 2% COLA increase to the 2014 non-union pay scale and set the 2014 county contribution toward insurance premium at \$665 per month for employees (single or family) enrolled in the \$1,000 deductible plan and at up to \$587 per month for employees (single or family) enrolled in the \$5,000 deductible plan with the County contributing \$3,200 annually into the \$5000 deductible plan eligible participant's HSA or VEBA account.

Warmka/Groskreutz motion carried unanimously to approve Resolution 13-CB-31 modifying the Faribault County Flexible Spending Arrangement (FSA) to allow employees to carry-over up to \$500 into the new year, from their previous year unused amounts beginning in the 2014 plan year.

RESOLUTION

WHEREAS, Faribault County previously adopted a Code Section 125 plan, also known as the Cafeteria or Flexible Benefit Plan.

WHEREAS, effective immediately, Internal Revenue Service Notice 2013-71 modified the “use-or-lose” rule for health flexible spending arrangements (FSA’s) to allow, at the plan sponsor’s option, employees participating in health FSA’s to carry over up to five hundred dollars (\$500.00) of unused amounts remaining at year-end; and

WHEREAS, effective January 1, 2014 Faribault County desires to amend the cafeteria plan as set forth in the attached Amendment and Summary of Material Modifications to make changes to allow employees a carryover of up to \$500 to the flexible spending account, consistent with the requirements set forth in the Notice.

NOW, THEREFORE, BE IT RESOLVED, that Faribault County has hereby reviewed the attached Amendment and Summary of Material Modifications and does hereby approve the adoption of the Amendment as set forth therein;

BE IT FURTHER RESOLVED, that the Board Chair of Faribault County is authorized and directed to take any and all action as maybe necessary to effectuate this Resolution.

* * * * *

Economic Development Coordinator Linsey Warmka met regarding Economic Development Agency (EDA) business. Wes Brown an engineer from Bolton and Menk and representing the City of Blue Earth also attended.

The City of Blue Earth needs 3.6 acres to mitigate the wetland issues in the North Industrial Park that is being developed by them. The county owns several acres of wetlands for wetland banking rules. A request was made by the City of Blue Earth to buy the county owned wetland credits to facilitate the project. The matter will be sent to the Wetland Bank Committee and they will report back to the board on January 7, 2014.

Warmka also updated the board on legislation she is asking to have passed that would improve County Road 8 near the industrial park.

Brown reviewed the parking design for the rebuild of 2nd Street on the north side of the Courthouse. The issue was referred to the Building and Grounds Committee.

* * * * *

Joe Stangle from the Minnesota Department of Natural Resources (DNR) met regarding a land donation. Pheasants Forever are making a donation of land in Section 11 of Foster Township to the Minnesota DNR's Save the Wetlands Program. The parcel paid \$624 in taxes in 2013. The DNR pays Payment in Lieu of Taxes of $\frac{3}{4}$ of 1% of the estimated market value which would be \$885.60 in 2013. Stangle met for notification reasons, no action is needed from the board.

* * * * *

Roper/Loveall motion carried unanimously to approve the Sheriff's Office Civil Process Fee Schedule and the County Jail Fee Schedule as follows:

JAIL FEE SCHEDULE

| | |
|------------------------------------|---------------|
| Huber Fees: | \$25.00 |
| Medical Health Co-Pay by Prisoner: | \$10.00/visit |
| Prisoner Out of County Boarding: | \$60.00/day |
| Court Ordered Intoxilizer Testing: | \$5.00 |
| Court Order U/A | \$10.00 |
| U/A Test (In House) | \$10.00 |
| U/A Test (Certified) | \$30.00 |
| Finger Printing (Applicant) | \$10.00 |

CIVIL PROCESS FEE SCHEDULE

| | |
|---|-------------------------|
| Service of Process, plus mileage (see below): | \$35.00 |
| Duplicate Certificate of Service | \$10.00 |
| Execution Levy: 6% | |
| Posting Three Notice of Sale: | \$35.00 |
| Foreclosure of Mortgage: | \$100.00 |
| Defendants Not Found: | \$35.00 |
| Redemption of Property from a Sheriff's Sale: | \$250.00 |
| Selling of Real Property on Foreclosure Sale: | \$100.00 |
| Selling of Personal Property on Sheriff's Sale: | \$100.00 |
| Copies of Police Report: | \$5.00 + .25/ea addl pg |
| Copies of Photographs: | \$5.00 per picture |
| Digital Photos | \$5.00 per page |
| CD/DVD | \$10.00 |
| Copies of Videotapes: | \$20.00 |
| Copies of Squad Videotapes: | \$250.00 |
| Processing Permit to Carry a Gun New: | \$100.00 |
| Processing Permit to Carry a Gun Renewal: | \$75.00 |
| Duplicate Permit to Carry/Address Change: | \$10.00 |
| Vehicle Storage Fee: | \$30.00/day |
| Non Sufficient Funds Charge | \$40.00 |
| Background Check | \$5.00 |

MILEAGE RATES .565 PER MILE

- BRICELYN 42 MILES \$23.75
- BRUSH CREEK 28 MILES \$15.82
- DELAVAN 26 MILES \$14.69
- EASTON 38 MILES \$21.47
- ELMORE 20 MILES \$11.30
- FROST 28 MILES \$15.82
- GUCKEEN 12 MILES \$ 6.78
- HUNTLEY 26 MILES \$14.69
- KIESTER 56 MILES \$31.64
- MINNESOTA LAKE 54 MILES \$30.51
- WALTERS 50 MILES \$28.25
- WELLS 56 MILES \$31.64
- WINNEBAGO 20 MILES \$11.30
- CITY OF BLUE EARTH \$ 5.00

*Mileage based on the IRS, subject to change as the IRS changes their mileage rates.

* * * * *

Groskreutz/Warmka motion carried unanimously to approve requests from J. McDonald to attend a 4-day Mn County Engineer’s annual conference in Brainerd; M. Gormley, S. Adams, C. Albers, and M. Stevermer to attend a 2-day Mn So. Central Investigators Coalition conference in Mankato; and D. Fellows to attend a 1-day IPMA-HR training in Roseville.

* * * * *

Warmka/Roper motion carried unanimously to approve a payment to Prairieland of \$14,760.

* * * * *

Warmka/Groskreutz motion carried unanimously to authorize the County Auditor-Treasurer to advance funds to funds with negative balances at year end as appropriate.

* * * * *

Loveall/Groskreutz motion carried unanimously authorize the County Auditor-Treasurer to pay bills before year end and present the list of checks to the Board at the first meeting in January 2014.

* * * * *

Warmka/Loveall motion carried unanimously to approve Resolution 13-CB-32 to commit fund balances per Governmental Accounting Standards Board (GASB) #54. Commissioners Groskreutz, Loveall, Roper, Warmka, and Young voted yes.

RESOLUTION

WHEREAS, the Faribault County Board of Commissioners has adopted a policy in accordance with Governmental Accounting Standards Board (GASB) #54, *Fund Balance Reporting and Governmental Fund Definitions* and,

WHEREAS, the policy states that committed fund balance classifications include the portion of the fund balance that reflects constraints that the County has imposed upon itself by a formal action of the Board of Commissioners and that this constraint must be imposed prior to year end but the amount can be determined at a later date,

THEREFORE, BE IT RESOLVED, that the Faribault County Board of Commissioners hereby declares that the following funds be designated as “Committed” as of the end of 2014;

- Any unassigned and available funds in the Human Services Fund, Public Works Fund, Ditch Fund, and Debt Service Fund that are not Non-spendable or restricted according to GASB 54.
- \$22,000 unspent from the 2013 budget for Veteran Services software programs.

BE IT FURTHER RESOLVED, that the Faribault County Auditor-Treasurer shall determine the dollar amount of said committed funds and include these amounts in the financial statements of Faribault County.

* * * * *

Roper/Groskreutz motion carried to approve Resolution 13-CB-33 setting the 2014 county board salary, per diems, and reimbursement rates. Commissioners Groskreutz, Loveall, and Roper voted yes. Commissioners Warmka and Young voted no.

RESOLUTION

WHEREAS, Chapter 301 of Session Laws 1975 provides for a method of determining county commissioner's compensation, per diem and expense allowance; and,

WHEREAS, the resolution establishing the salary, schedule of per diem payments and expense allowances must be adopted by the County Board of Commissioners prior to January 1 of each year to become effective on January 1 of the next following year; and,

WHEREAS, the County Board of Commissioners of Faribault County, after due deliberation and consideration, has determined the annual salary, schedule of per diem payments and expense allowance that will be effective January 1, 2014, and thereafter until changed by resolution of the said Board in a manner as provided by law.

NOW, THEREFORE, BE IT RESOLVED, By the County Board of Commissioners of Faribault County as follows:

12-17-13

- 180-

1. That the annual salary of each County Commissioner of Faribault County shall be the sum of \$18,320.00 beginning January 1, 2014, payable in not less than bi-weekly increments, less deductions as authorized or required by law, and shall be paid to such Commissioner during the interval as he or she is qualified to hold office.

2. That each individual County Commissioner shall be paid a per diem of \$80 per day, after making application therefore, who, by proper designation for authorization has served on any board, committee or commission of county government, including committees of the Board, or for the performance of services when required by law for any of the following work, service or activity:

Human Services Board and/or Committee
Representative on the Council on Aging
County Extension Committee
South Central Private Industry Council (PIC) Joint Powers Board
County Fair Board
County Weed-Crop Inspection
County Commissioner's Highway Committee
County Representative MnDOT Advisory Committee
County Representative Minnesota Transportation Alliance
County Commissioners as Road, Drainage Inspectors, or Fence Viewers
County Land Classification and Appraisal Committee
Forfeited Tax Sale Proceedings, including Appraisals
Planning and Zoning Commission
County Building, Building Maintenance, and Equipment Committee
Crime Commission
Intergovernmental Relations Committee
Regional Development Commissioner, Board, or Committee
Economic Development and/or Star County Committee
County Library Board and/or Committee
County Law Library Board
Labor Relations, Negotiations, Personnel, and Bargaining Committee
County Insurance Advisory Committee
County Investment Advisory Committee
County Radio Communications System Committee
911 Emergency Telephone Communications Board or Committee
State and/or County Building Code Board or Committee
Airports Zoning Committee
County Parks Board or Committee
Blue Earth River Basin Committee
Comprehensive Water Planning Board or Committee
Interstate Highway 90 Corporation and/or Trunk Highway 169
Commission, Board or Committee

County Deferred Compensation Plan Committee
 Solid Waste Management or Disposal Board or Committee
 Water Quality Management Board
 Wetland Bank Committee
 Budget Committee
 Resource Conservation and Development Council
 Association of Minnesota Counties and/or State Welfare, Social
 Services/Human Services Board of Committee
 Manure Management Task Force
 Juvenile Detention Committee
 Environmental Committee
 Huntley Sewer Service District
 Activities relating to public drainage systems under the
 jurisdiction of the County or Court.
 Drug Courts

For such committee, board or commission work which may be required by law, or which is authorized by the County Board of Commissioners, providing, that such work, service, or activity is authorized by Board action to the performance of such work, service, or activity.

That in addition to the salary and per diems set forth herein, each individual County Commissioner may be paid his or her actual and necessary expenses with mileage set at the Internal Revenue Service rate for necessary travel on official business of the county by private conveyance. -

The effective date of this resolution shall be January 1, 2014, and thereafter until changed in the manner provided by law.

* * * * *

Roper/Groskreutz motion carried unanimously to approve Resolution 13-CB-34 to amend the 2013 budget. Commissioners Groskreutz, Loveall, Roper, Warmka, and Young voted yes.

RESOLUTION

WHEREAS, the Faribault County Board of Commissioners has reviewed the 2013 budget and,

WHEREAS, certain line items should be adjusted to reflect significant changes,

BE IT RESOLVED, that the 2013 Budget be changed as follows,

| Account# | Description | Original | New | Memo |
|-------------|----------------------------|-----------|----------|------------------------------|
| 01-003-5545 | Interest on ditch advances | \$ 10,000 | \$30,000 | Adjust to a better predicted |

| | | | | |
|-------------|----------------------------|-----------|-----------|--------------------------------|
| 01-003-5853 | Insurance dividends | \$76,500 | \$121,000 | Reflect actual |
| 01-201-5847 | Task Force Reimbursement | 0 | \$25,000 | Add predicted reimbursement |
| 01-251-5522 | Board of Prisoners fees | \$167,650 | \$187,650 | Reflect more accurate fees |
| 01-283-6622 | Capital Outlay Grant Match | 0 | \$105,800 | Reflect amounts paid for ARMER |
| 01-395-5051 | Special Assessments | \$407,000 | \$234,000 | Reflect actual |

BE IT FURTHER RESOLVED, that copies of the original and revised budget be kept on file in the Office of the County Auditor-Treasurer.

* * * * *

Loveall/Roper motion carried unanimously to approve an SSTS loan of \$11,690.63 to Warren & Shirley Hartman of Winnebago on Parcel No. 20.007.0600.

* * * * *

The Proposed Property Tax hearing was held. Accountant Darren Esser reviewed the budget and levy. Discussion was held on the sales tax exemption. Levies were able to be lowered by about \$60,000 for 2014.

During public comment David Amundson of Blue Earth and Maxine Durkee of Winnebago each spoke of increases varying on different parcels. Property Appraiser Steve Robbins responded that this type of increase happens when the state mandated lower tax rate is exhausted and the remainder of the land is taxed at a high rate.

The public comment portion of the hearing was closed.

Roper/Warmka motion carried unanimously to approve Resolution 13-CB-35 setting the 2014 budget and levy. Commissioners Groskreutz, Loveall, Roper, Warmka, and Young voted yes.

RESOLUTION

WHEREAS, the Faribault County Board of Commissioners has considered the financial needs of Faribault County,

BE IT THEREFORE RESOLVED that the budget of Faribault County for 2014 will be set at \$20,637,421 in revenues and \$20,681,389 in expenditures and \$416,620 in transfers.

BE IT FURTHER RESOLVED that a copy of said budget be kept on file in the Office of the County Auditor-Treasurer for public inspection.

BE IT THEREFORE RESOLVED that the levy of Faribault County for 2014 will be set at \$9,848,534 before state aid reductions and \$9,551,480 after state aid reductions.

BE IT FURTHER RESOLVED that the levy be appropriated to the proper funds as follows:

| | |
|----------------------------------|-----------|
| General Fund (including Library) | 5,845,234 |
| Public Works Fund | 1,235,000 |
| Humans Services Fund | 1,993,000 |
| Debt Service | 775,300 |

BE IT FURTHER RESOLVED that state aids be apportioned in proportion to the gross levies of each fund with the exception of the Debt Service fund which shall be all tax revenues.

BE IT FURTHER RESOLVED that a certified copy of said levy will be on file with the County Auditor/Treasurer of Faribault County.

* * * * *

Groskreutz/Roper motion carried unanimously to pay bills totaling \$269,165.78 as follows:

| | |
|----------------------|------------------|
| GENERAL REVENUE FUND | \$ 67,154.13 |
| PUBLIC WORKS FUND | 25,348.70 |
| HUMAN SERVICES FUND | 161,056.00 |
| COUNTY LIBRARY FUND | 16.20 |
| DEBT SERVICE FUND | 250.00 |
| DITCH FUNDS | <u>15,340.75</u> |
| | \$ 269,165.78 |

* * * * *

The meeting was adjourned Sine Die for 2013.

Greg Young, Chair

John Thompson, Auditor/Treasurer/Coordinator