

FARIBAULT COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
DECEMBER 18, 2018

The Faribault County Board of Commissioners met pursuant to the recess of November 6, 2018 at the Courthouse in the City of Blue Earth at 3:00 p.m. on December 18, 2018. The following members were present: Bill Groskreutz, Tom Loveall, John Roper Tom Warmka, and Greg Young Commissioners. County Auditor/Treasurer/Coordinator John Thompson was also present.

The meeting was called to order by Chair Young.

The pledge of allegiance was recited.

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Roper/Warmka motion carried unanimously to approve the synopsis and official proceedings of the December 6, 2018 regular and drainage meetings.

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Roper/Groskreutz motion carried unanimously to approve the agenda of December 18, 2018 as amended.

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The calendar was updated. Groskreutz reported on MRCI, MSSA, MVAC exec, and school; and Loveall reported on negotiations, Region Nine, Planning and Zoning, and Transit.

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No member of the public appeared during public comment.

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Warmka/Loveall motion carried unanimously to appoint Sue Sonnek to a three-year term ending December 31, 2021 as the county representative on the Traverse des Sioux Library System Board of Directors with Andrew Moen as alternate.

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Central Services Director Dawn Fellows met regarding office business.

Loveall/Groskreutz motion carried unanimously to approve the following 2019 benefits for non-union employees effective January 1, 2019: 3% cost of living adjustment; Health insurance premium set at \$605.10 per month if enrolled in the single HSA Compatible PEIP plan health insurance. \$655.00 per month if enrolled in the Value or Advantage PEIP plan health insurance. \$718.02 per month if enrolled in family or employee plus one health insurance; contribution of \$3,300 annually for those enrolled in the H S A compatible PEIP plan which may be used toward health insurance premium.

Roper/Loveall motion carried unanimously to add MN Workforce to the list of committees allowed per diem payment.

Loveall/Groskreutz motion carried to approve Resolution 18-CB-52 setting the 2019 board salary at \$20,930.62, per diem at \$80 and committee authorizations. Commissioners Groskreutz, Loveall, Roper, and Young voted yes. Commissioner Warmka voted no.

R E S O L U T I O N

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, 2018, 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:

1. That the annual salary of each County Commissioner of Faribault County shall be the sum of \$20,930.63 beginning January 1, 2019, 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:

Ad Hoc committees as appointed by the Board Chair and/or Board as necessary
Association of Minnesota Counties committees and meetings
Citizen Advisory committee on Court Services
City and Township meetings with County related business
Comprehensive Water Plan committee
Corrections Advisory
Drainage Authority
Drug Court Steering committee
Economic Development Agency/Local Redevelopment Agency
Emergency Medical Services Joint Powers
Environmental and Resources Management committee
Extension committee
Greater Blue Earth River Alliance
Housing Redevelopment Agency
Human Services Board, Faribault/Martin Counties
Huntley Sewer Service District

Insurance committee
Intergovernmental Relations committee
Investment Advisory committee
Labor Management
Law Library
Library System committee
Mankato Rehabilitation Center Inc.
Minnesota Counties Intergovernmental Trust
Minnesota Energy Task Force
Minnesota Transportation Alliance
Minnesota Valley Action Council
Minnesota Workforce
Parks committee
Personnel/Labor Negotiations
Planning and Zoning
Prairieland Solid Waste Board
Public Safety
Public Works committee
Purchasing, Building, and Building Maintenance committee
Region Nine
Roads committee
South Central Community Based Initiative
South Central Minnesota Emergency Communications Board
Transit Board, Faribault/Martin Counties
Veterans Court Steering committee
Weed Control
Wetland Bank committee

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, 2019, and thereafter until changed in the manner provided by law.

Roper/Groskreutz motion failed to set meal reimbursement rates for 2019 at \$11 for breakfast, \$13 for lunch, and \$30 for dinner. Commissioners Roper and Groskreutz voted yes. Commissioners Loveall, Warmka, and Young voted no.

Roper/Groskreutz motion carried to set meal reimbursement rates for 2019 at \$11 for breakfast, \$13 for lunch, and \$25 for dinner. Commissioners Roper, Groskreutz, Loveall, and Young voted yes. Commissioner Warmka voted no.

Groskreutz/Roper motion carried to set cell phone stipend at \$75.00 per month. Commissioners Roper, Groskreutz, Loveall, and Young voted yes. Commissioner Warmka voted no.

Loveall/Warmka motion carried unanimously to approve a 3-year labor contract with LELS with the following benefits: 2019 health insurance premium set at \$605.10 monthly toward the single health insurance premium, or \$718.02 monthly toward the family health insurance premium. \$3,300 annually for HSA/VEBA; 2020 health insurance set at \$635.10 monthly toward the single health insurance premium, and the family health insurance premium will increase by the same flat dollar amount as the increase in contribution toward the single health insurance premium. In no event to exceed premium cost. \$3500 annually for HSA/VEBA; and 2021 health insurance set at \$665.10 monthly toward the single health insurance premium, and the family health insurance premium will increase by the same flat dollar amount as the increase in contribution toward the single health insurance premium. In no event to exceed premium cost. \$3500 annually for HSA/VEBA. A 3% general wage increase in each year of contract. Hazardous Duty pay was increased 25 cents in 2019, ten cents in 2020.

Groskreutz/Roper motion carried unanimously to authorize the chair and vice chair to sign labor contracts if ratified by the unions.

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Veteran Services Officer Jenna Schmidtke met regarding office business.

Warmka/Groskreutz motion carried unanimously to authorize the Veteran Services Officer to spend up to \$300 from donated funds to purchase coats and gifts for a worthy veteran's child.

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Public Works Director Mark Daly met regarding office business.

Roper/Groskreutz motion carried unanimously to approve Resolution 18-RB12-53 supporting the transportation alternatives solicitation funding application for the Blue Earth Area safe routes to school project. Commissioners Groskreutz, Loveall, Roper, Warmka, and Young voted yes.

RESOLUTION

SUPPORTING THE TRANSPORTATION ALTERNATIVES SOLICITATION FUNDING APPLICATION FOR THE BLUE EARTH AREA SAFE ROUTES TO SCHOOL PROJECT

WHEREAS, Faribault County is the sponsoring agency for the Transportation Alternatives project identified as the Blue Earth Area Safe Routes to School (SRTS) Project, and

WHEREAS, the Blue Earth School District has been an active participant in working with the City of Blue Earth to identify SRTS needs and was a participant in a 2015 study focused on a SRTS Plan for community schools, and

WHEREAS, the proposed "Safe Routes to School" project will work towards increasing safety for students to walk or bicycle to school, and

WHEREAS, Faribault County is currently the sponsor for a Transportation Alternatives Safe Routes to School Project in which the City of Blue Earth was awarded funding in 2017, and

WHEREAS, the City of Blue Earth has added infrastructure components to the 2017 Transportation

Alternatives Safe Routes to School Project and is seeking additional funding through the MN Statewide Safe Routes to School Solicitation, and

NOW, THEREFORE, BE IT RESOLVED, that Faribault County agrees to act as sponsoring agency for the project identified as the Blue Earth Area Safe Routes to School Project in which the City of Blue Earth is seeking infrastructure funding and has reviewed and approved the project as proposed. Sponsorship includes responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

Faribault County agrees to design, construct, operate and maintain facilities constructed with Statewide Safe Routes to School Infrastructure funds for the useful life of the improvement.

Loveall/Roper motion carried unanimously to approve a policy that utilities who cut roads must pay a \$1,000 deposit that is refundable upon the proper restoration of the road.

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Drainage Manager Merissa Lore met regarding office business.

Loveall/Warmka motion carried unanimously to approve drainage authority payment totaling \$133,526.89:

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System	Repair #	Order	Branch	Comm	Twp	Sec	Landowner	Repair Type	Vendor	Contractor	%	Cost
CD17	17-245	2	C	1	Blue Earth	9	Gary & Diane Becker	Blowout, Replacement	4299	Osmundson Construction	100	\$350.00
CD55	16-025	1	Main	1	Emerald	23	Troy M & Anita M Beckman	Culvert/Crossing	1360	Rons Trenching	100	\$5,742.38
CD21	18-235	1	Private	2	Verona	36	Kent Mensing	Replacement	4417	G and S Drainage and Excavating	100	\$13,506.65
CD21	18-236	1	Private	2	Verona	36	Violet Mensing Trust U/A	Replacement	4417	G and S Drainage and Excavating	100	\$21,169.25
CD21	18-237	1	Main Trunk	2	Verona	35	Multiple	FEMA Repairs	3134	Brunz Construction	30	\$36,045.00
JCD202FM	18-037	1	Main	2	Jo Daviess	17	Neal J & Roberta Murphy Trust	Blowout	4299	Osmundson Construction	100	\$1,571.48
CD16	18-082	1	Main	4	Barber	12	Ronald V & Christine L Schultz	Blowout	4299	Osmundson Construction	100	\$2,077.70
CD7	18-218	1	Main	4	Barber	16	Patrick A Willette Tsty Trust	Beaver Dam	679	Sonneks Backhoe Service	100	\$180.00
CD7	18-224	1	Main	4	Barber	9	David P Sonnek	Beaver Dam	679	Sonneks Backhoe Service	100	\$240.00
JD10F	18-225	1	Main Tile	4	Prescott	9	Michael J Hoffman Revocable Tr	Tile Outlet,	4299	Osmundson Construction	100	\$700.00
JD1F	18-215	1	Branch 3 Open	4	Lura	30	Deloris, Butterfield	Beaver Dam	679	Sonneks Backhoe Service	75	\$240.00
JD2F	18-202	1	Main	4	Barber	18	Mary Jo Crown	Beaver Dam	5674	Ground Works Backhoe Service LLC	100	\$482.50
JD6F	18-173	1	B	4	Barber	27	Joseph W & Michael O Stevermer	Culvert/Crossing	7054	DeLaittre Septic and Excavating LLC	50	\$11,776.50
JD6F	18-184	2	B-93+38-29	4	Barber	27	Joseph W & Michael O Stevermer	Blowout, Replacement	7054	DeLaittre Septic and Excavating LLC	100	\$14,817.88
CD20	18-208	1	389	5	Walnut Lake	6	DM&L LLC	Blowout	679	Sonneks Backhoe Service	100	\$362.25
CD25	15-099	2	F	5	Brush Creek	7	Thilmer Legred	Blowout, Replacement	679	Sonneks Backhoe Service	100	\$897.30
CD25	18-182	1	Main Trunk	5	Brush Creek	6	Dniel R Ballstadt Rev Trust	Slough	5674	Ground Works Backhoe Service LLC	100	\$400.00
CD25A	18-234	1	Branch A open	5	Brush Creek	6	Paul B & Marsha K Blom	Beaver Dam, Clean Out	5674	Ground Works Backhoe Service LLC	90	\$22,965.00
											Total	\$133,523.89

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Loveall/Warmka motion carried unanimously to approve estimate No. 1 on CD20 contract with Brunz Construction for \$30,312.

Warmka/Loveall motion carried unanimously to approve a partial payment No. 8 in the amount of \$152,274.88 which includes a reduction \$44,109.55.

Warmka/Roper motion carried unanimously to approve a partial payment No. 9 in the amount of \$226,961.55 which includes a reduction of \$15,407.96 per engineer's recommendation.

Groskreutz/Warmka motion carried unanimously to approve change order No. 6 on Northern Line contract for a deduction of \$5,897.49 for Osmundson Construction repairing blocked tile and basement tile replacement.

Warmka/Loveall motion carried unanimously to deny the request of contractor on CD 21 for an extension.

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Groskreutz/Warmka motion carried unanimously to authorize the County Auditor to pay bills before the end of the year and report back to the board in January.

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Roper/Warmka motion carried unanimously to approve Resolution 18-CB-54 establishing guidelines for the use of the Aquatic Invasive Species Act grant. Commissioners Groskreutz, Loveall, Roper, Warmka, and Young voted yes.

RESOLUTION

WHEREAS, there are fifteen water bodies in Faribault County and it is unknown if the lakes are infested with an aquatic invasive species (AIS), and;

WHEREAS, Zebra Mussels, and other AIS are known to prolifically spread from lake to lake by human activities and may have detrimental impacts on the ecological, economic, and recreational vitality of lakes in this county and;

WHEREAS, MN Statute 477A.19 enacted by the Legislature in 2014 provides Minnesota counties a County Aid Program Aid grant for Aquatic Invasive Species (AIS) prevention. Faribault County was allocated approximately \$30,120.00 for 2018 and \$30,097.00 in 2019 and years following, and;

WHEREAS, the legislation requires that the County must establish, by resolution or through adoption of a plan, guidelines for the use of the proceeds, which are to prevent the introduction or limit the spread of aquatic invasive species at all access sites within the County and submit a copy of the guidelines for the use of the proceeds to the Department of Natural Resources by December of the year the payments are received.

NOW, THEREFORE, BE IT RESOLVED that the Faribault County Board of Commissioners:

1. Designates oversight of AIS to the Faribault County Sheriff's Office and the Faribault County Soil and Water District and delegates them the responsibility to prepare and

implement annually a plan to allocate the funding in accordance with the above legislation.

2. Directs the Faribault County Sheriff's Office and the Faribault County Soil and Water District to assemble and facilitate a County AIS Task Force consisting of local stakeholders including local residence, lake associations, sportsmen's clubs, lake property owners, and local government units.
3. Seeks to develop a County AIS plan based on the following over-arching goals:
 - a. Preserve Faribault County's aquatic recreational heritage by engaging positive approaches to address AIS that assist and educate tourists to reach 100% compliance.
 - b. Improve the efficiency of inspections so as to welcome boaters and expedite loading and launching, while ensuring watercraft are free of AIS and boaters are imbued in prevention practices.
 - c. Implement sustainable AIS prevention practices across Faribault County through partnerships with water recreation-based businesses, individual lake associations, and local government units.
 - d. Collaborate to develop and/or deliver educational curriculum and public relations messaging that reaches the broadest audience with a consistent message about AIS and how everyone can efficiently stop the spread.
 - e. Identify and implement proven and/or innovative methods to manage existing AIS infestations that limit the potential for spreading and reduce impacts of AIS on lake ecology and recreational use.
4. Supports involvement in and funding of multi-county collaborative efforts for educational and awareness campaigns, inspection and decontamination programs, and research projects related to AIS that provide benefits to Faribault County residents and resources.

BE IT FURTHER RESOLVED that the Faribault County Sheriff Department and Soil and Water District shall establish an annual budget for, and oversee the implementation of, activities outlined in the County AIS Plan, which shall be reviewed and revised from time to time with input from the AIS Task Force, and shall report annually to the Board and the State on the progress of plan initiatives and expenditures of County Aid for AIS Prevention.

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Groskreutz/Loveall motion carried unanimously to approve Resolution 18-CB-55 authorizing the County Auditor to classify and commit fund balances when 2018 financial statements are finalized. 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 yearend 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 2018; 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.

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.

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Warmka/Groskreutz motion carried unanimously to authorize County Auditor to advance funds to ditch accounts with negative balances as deemed appropriate.

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Groskreutz/Loveall motion carried unanimously to approve Resolution 18-CB-56 authorizing the Auditor-Treasurer office to make electronic fund transfers and delegating the authority to make transfers to John Thompson and Kathryn Anderson. Commissioners Groskreutz, Loveall, Roper, Warmka, and Young voted yes.

R E S O L U T I O N

WHEREAS, Minnesota Statute 471.38, allows for the use of electronic fund transfer as a means of making various payments,

WHEREAS, a local government may make an electronic funds transfer for the following:

- a. For a claim for payment of payroll or investment of excess money;
- b. For a payment of tax or aid anticipation certificates;
- c. For a payment of contributions to pension or retirement fund;
- d. For vendor payments; and
- e. For payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund.

WHEREAS, the County board shall annually delegate the authority to make electronic funds transfers to the County Auditor/Treasurer and the County Chief Deputy Treasurer.

THEREFORE, BE IT RESOLVED, that the Faribault County Board delegates the authority to make electronic funds transfers in 2019 to John L. Thompson, Faribault County Auditor/Treasurer and Kathryn Anderson, Faribault County Chief Deputy Treasurer.

BE IT FURTHER RESOLVED, that the County Auditor/Treasurer or Chief Deputy Treasurer will:

- a. provide a certified copy of this resolution to the disbursing bank;
- b. provide a list of all transactions made by electronic fund transfer to the County Board at its next regularly scheduled meeting.

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Groskreutz/Warmka motion carried unanimously to approve requests from B. Bonin to attend a 3-day Basic Tactical Medical Instructor training program in Hutchinson; and S. Adams, M. Gormley, and M. Purvis to attend a 2-day Lock picking and specialized entry techniques in Mankato.

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Groskreutz/Roper motion carried unanimously to accept the offer of \$6,500 from the proceeds of the sale of Parcel No. 30.200.0210 for a release of a small cities development loan on the parcel.

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Groskreutz/Warmka motion carried unanimously to approve a classification change on Parcel No. 05.016.550 for the payable 2019 taxes and corrective adjustments were made to ag Parcel No 05.011.0100 and 05.010.0300.

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The Proposed Property Tax Hearing was called order at 6:00 p.m. Present were Commissioners Groskreutz, Loveall, Roper, Warmka, and Young. County Auditor John Thompson and Accountant Darren Esser also attended.

Esser reviewed the proposed levy and budget.

During public comment Anthony Zierke inquired about the Human Services budget, a taxpayer from Wells spoke of the increase in tax on his home since 2014, and landowners in Rome Township spoke of their increase due to loss of homestead status.

Roper/Warmka motion carried unanimously to adopt Resolution 18-CB-56 adopting the 2019 budget and levy as presented. Commissioners Groskreutz, Loveall, Roper, Warmka, and Young voted yes.

R E S O L U T I O N

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 2019 will be set at \$24,209,590 in revenues and transfers, \$24,284,698 in expenditures and 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 2019 will be set at \$11,936,472 before state aid reductions.

BE IT FURTHER RESOLVED that the levy after reduction of program aid of \$632,718 be appropriated to the proper funds as follows:

General Fund (including Library)	\$ 6,536,068
Public Works Fund	1,344,613

Human Services Fund	2,624,183
Jail Bonds	682,655
Courthouse Bonds	<u>116,235</u>
Total Net Levy	\$11,303,754

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

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Warmka/Groskreutz motion carried unanimously to pay bills totaling \$ 261,105.10 as follows:

COUNTY REVENUE FUND	\$ 162,440.32
PUBLIC WORKS FUND	34,083.28
FORFEITED TAX SALE FUND	1,242.00
NON REV/DISB A	4,398.55
DITCH FUND	<u>58,940.95</u>
	\$ 261,105.10

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The meeting was adjourned Sine Die for 2018.

Greg Young, Chair

John Thompson, Auditor/Treasurer/Coordinator