

November 6, 2007

Pipestone County R&B Meeting  
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The Pipestone County Commissioners met with Chairman Jerry L. Remund and Commissioners Luke Johnson, James Keyes, Harold (Butch) Miller, Marvin Tinklenberg, Highway Engineer David Halbersma and County Coordinator Sharon Hanson present. Chairman Remund called the meeting to order at 9:00 AM with the Pledge of Allegiance to the Flag.

Motion by Tinklenberg, seconded by Keyes to approve the agenda as amended. Motion carried unanimously.

Engineer Halbersma introduced to the Board newly hired Assistant County Engineer Nick Bergman.

### **PROJECT UPDATES**

Engineer Halbersma presented updates on projects under contract and projects in the planning stage.

Motion by Keyes, seconded by Miller to adopt Resolution 59-42-2007 requesting from the Commissioner of Transportation approval of financing for County State-Aid Project SAP 59-599-52 from the 2008 and 2009 allotment. Motion carried unanimously.

Engineer Halbersma presented the following proposals for bridge design of bridge projects L3652 and L3614: Erickson Engineering at 4% of contract price (bid amount) and Widseth, Smith, Nolting at 4.5% of contract price (bid amount). Motion by Tinklenberg, seconded by Keyes to approve the proposal from Erickson Engineering at 4% of contract price (bid amount) for bridge design of bridge projects L3652 and L3614. Motion carried unanimously.

### **MN DOT MASTER PARTNERSHIP AGREEMENT RESOLUTION 59-43-2007**

Engineer Halbersma presented a five-year Master Partnership Contract between Minnesota Department of Transportation (MN DOT) and Pipestone County that establishes a collaboration between the parties when designing, constructing, maintaining and operating state and local road projects. Motion by Miller, seconded by Keyes to adopt Resolution 59-43-2007 resolving that Pipestone County enter into a Master Partnership Agreement with MN DOT and authorize the County Engineer to execute the Agreement. Motion carried unanimously.

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**GRAVEL CRUSHING PRICES**

Engineer Halbersma informed the Board that a local gravel crusher has offered a price per square yard on existing crushed gravel located in southwest Pipestone County. Discussion was held on the price offered, the location of the gravel and historical gravel crushing prices. Consensus of the Board directing Engineer Halbersma to further explore the offer and bring back to the Board for further discussion.

**MAINTENANCE ISSUES/UPDATES**

Engineer Halbersma updated the Board on maintenance issues for the past month.

**STAFFING UPDATE-MOTOR GRADER OPERATOR POSITION**

Engineer Halbersma informed the Board that as a result of the recent motor grader operator resignation, Engineer Halbersma had contacted Altona and Troy Township representatives on whether the townships would like to maintain the gravel roads currently maintained by the County in their respective townships. Engineer Halbersma stated that the townships considered the request, however after much discussion, they declined the request. Engineer Halbersma will proceed with filling the motor grader operation position.

**BUILDING AND GROUNDS MAINTENANCE SUPERVISOR**

Coordinator Hanson introduced Building and Grounds Maintenance Supervisor Michael Klumper.

Supervisor Klumper presented the following quotes for concrete to be located at the Boy Scouts/City of Pipestone 4<sup>th</sup> St. recycling site: SKD Construction in the amount of \$7,210.00 and Jacoby Construction in the amount of \$9,423.00. Supervisor Klumper informed the Board that the Boy Scouts have agreed to pay for 15 percent of the concrete cost. Motion by Johnson, seconded by Keyes to approve the quote from SKD Construction in the amount of \$7,210.00 with the Boy Scouts paying 15 percent of the concrete cost. Motion carried unanimously.

Supervisor Klumper presented the following quotes for the Courthouse Community Room carpet: Pipestone Interiors at \$2.17 per square foot, \$0.55 per square foot for installation and Vander Stoep Furniture at \$2.06 per square foot, \$0.47 per square foot for installation. Motion by Tinklenberg, seconded by Keyes to approve the carpet quote from Vander Stoep Furniture at \$2.06 per square foot and \$0.47 per square foot for installation. Motion carried unanimously.

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**VEBA INSURANCE CONTRIBUTION AND FLEX PLAN ADMINISTRATION**

Kozlowski Insurance Agent Jerry Brockberg joined the meeting. Motion by Tinklenberg, seconded by Keyes to authorize the following VEBA contribution timeline: County and Service Cooperative seed/grant money will be deposited into VEBA accounts once received by Service Coop (first week in January), additional county contribution amounts will be deposited into VEBA accounts monthly, administrative fees will be paid for by the County and unused vacation to be deposited into VEBA accounts at retirement for non-union employees. Motion carried unanimously.

The following flexible spending account plan administration proposals were presented: TASC at \$15.00 per new participant, \$1.58 per employee per month OR minimum of \$1901.00 annually and Select Account at \$1.83 per VEBA/non-VEBA participant; no minimum annually. Motion by Keyes, seconded by Miller to accept the flexible spending account plan administration proposal from Select Account and set the maximum medical flex amount at \$5,000.00 annually. Motion carried unanimously.

**PCMC PURCHASE AGREEMENT RESOLUTION 59-44-2007**

County Attorney Jim O'Neill joined the meeting to present Resolution 59-44-2007 which authorizes the purchase in the amount of \$62,000 of property described as Lot Eighteen, in Block One, Residence Park Addition to the City of Pipestone, to be used for hospital and medical facility purposes. Motion by Johnson, seconded by Tinklenberg to adopt Resolution 59-44-2007 which authorizes the purchase in the amount of \$62,000 of property described as Lot Eighteen, in Block One, Residence Park Addition to the City of Pipestone, to be used for hospital and medical facility purposes and authorize execution of purchase agreement. Motion carried unanimously.

**SRDC ANNUAL UPDATE**

Southwest Regional Development Commission (SRDC) Executive Director Jay Trusty joined the meeting to present an update of activities of the SRDC the past year.

**OTHER BUSINESS**

Motion by Johnson, seconded by Miller to cancel the following commissioner meetings: December 4, 2007 and December 25, 2007 and post appropriate notices. Motion carried unanimously.

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Motion by Johnson, seconded by Keyes to schedule a commissioner meeting for December 26, 2007 at 9:00 a.m. in the Commissioners Room. Motion carried unanimously.

Motion by Tinklenberg, seconded by Johnson to approve the following item on the consent agenda:

1. Minutes of October 23, 2007.

Motion carried unanimously.

Motion by Johnson, seconded by Keyes to classify Golden Club members as Pipestone County volunteers during the Christmas Gift Distribution program held each December thereby considering them as a “covered party” subject to the terms, conditions, limitations and exclusions contained in the Minnesota Counties Insurance Trust Coverage Document. Motion carried unanimously.

Chairman Remund recessed the meeting at 11:23 a.m. to reconvene at 1:15 p.m.

Chairman Remund reconvened the meeting at 1:15 p.m.

**REVIEW OF OFFICE - ELECTED OFFICIALS**

Auditor Joyce Steinhoff, Sheriff Dan Delaney, Treasurer Steve Weets, and Recorder Mary Ann DeGroot appeared to present an annual review of their official duties and answer questions.

Motion by Keyes, seconded by Miller to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 2:55 p.m.

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Jerry L. Remund  
Pipestone County Board Chair

ATTEST:

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Sharon Hanson  
County Coordinator