

January 5, 2010

Pipestone County Commissioner Meeting  
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The Pipestone County Commissioners met with Commissioners Marge DeRuyter, James Keyes, Jerry L. Remund, Harold (Butch) Miller and Marvin Tinklenberg for the annual organizational meeting. County Administrator Sharon Hanson called the meeting to order at 9:00 AM with the Pledge of Allegiance to the Flag.

### **ELECTION OF BOARD CHAIR AND VICE CHAIR**

Administrator Hanson called for nominations for Chair. Commissioner Tinklenberg nominated Commissioner Keyes. Administrator Hanson called for further nominations. Hearing none, motion by Tinklenberg, seconded by Remund to cease nominations and cast unanimous ballot for Commissioner James Keyes as Chair. Motion carried unanimously. Commissioner Keyes assumed duties as Chair and presided over the meeting.

Chairman Keyes called for nominations for Vice-Chair. Commissioner Remund nominated Commissioner Tinklenberg. Chairman Keyes called for further nominations. Hearing none, motion by Remund, seconded by Miller to cease nominations and cast unanimous ballot for Commissioner Marvin Tinklenberg as Vice-Chair. Motion carried unanimously.

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

### **RULES OF PROCEDURE – RESOLUTION 59-01-10**

Motion by Miller, seconded by Remund to adopt Resolution 59-01-10 setting the 2010 Rules of Procedure for the Pipestone County Board of Commissioners. Motion carried unanimously.

### **DESIGNATION FOR OFFICIAL NEWSPAPER 2010 – RESOLUTION 59-02-10**

Motion by Tinklenberg, seconded by DeRuyter to adopt Resolution 59-02-10 establishing the Edgerton Enterprise as the official legal newspaper for 2010. Motion carried unanimously.

### **COMMITTEE ASSIGNMENTS – RESOLUTION 59-03-10**

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Planning and Zoning Commission. Motion by Remund, seconded by DeRuyter to approve the nominations of Dan Miller and Bradley Kruiselbrink to represent Fountain Prairie/Grange Townships and Burke/Osborne Townships, respectively, and to add Commissioner Marge DeRuyter to the Commission. Motion carried unanimously.

Motion by Remund, seconded by Tinklenberg to appoint Curtis Johnson of Jasper, MN as an alternate to the Pipestone County Appeals Board. Motion carried unanimously.

Motion by Remund, seconded by DeRuyter to adopt Resolution 59-03-10 listing the 2010 committee assignments. Motion carried unanimously.

#### **COUNTY BOARD PER DIEMS – RESOLUTION 59-04-10**

Motion by Tinklenberg, seconded by Miller to adopt Resolution 59-04-10 setting the 2010 Pipestone County procedure per diems for commissioners at \$75.00 per day for attendance at approved board and commission meetings. Motion carried unanimously.

#### **DESIGNATED PUBLIC DEPOSITORIES – RESOLUTION 59-05-10**

County Treasurer Steve Weets presented information on the list of banks and financial institutions proposed as designated public depositories. Motion by Miller, seconded by Remund to approve Resolution 59-05-10 with following as 2010 designated depositories of the public funds of Pipestone County:

Bank of New York  
Buffalo Ridge Bank, Ruthton, MN  
First Farmers & Merchants National Bank, Pipestone, MN  
First Bank & Trust, Pipestone, MN  
First State Bank of Pipestone, Rushmore, Worthington & Edgerton  
MAGIC Fund  
Peoples Bank, Jasper, MN  
Raymond James  
Wells Fargo Securities  
All Banks and financial institutions that our brokerage firms deposit in

Motion carried unanimously.

#### **AUDITOR WARRANT AUTHORIZATION – RESOLUTION 59-06-10**

Motion by Miller, seconded by Tinklenberg to approve Resolution 59-06-10 authorizing

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**WORKERS' COMPENSATION ELECTED OFFICIALS RECOGNITION – RESOLUTION 59-07-10**

Motion by Remund, seconded by DeRuyter to approve Resolution 59-07-10 recognizing that all officers of Pipestone County elected or appointed to a regular term of office shall be included in the definition of “employee” as defined in Minn. Stat. 176.011, subd. 9 for purposes of coverage under Workers’ Compensation Laws of Minnesota. Motion carried unanimously.

**COMMISSIONER MEETING DATE/TIME/LOCATION**

Motion by Miller, seconded by Remund to set the dates, times and locations of the 2010 Board meetings as follows:

- 1<sup>st</sup> Tuesday 9:00 AM – County Board at Mn/DOT Conference Room (Highway Dept.)
- 2<sup>nd</sup> Tuesday 9:00 AM – County Board at Courthouse Commissioners Room
- 3<sup>rd</sup> Tuesday 9:00 AM – Family Services at Courthouse Commissioners Room
- 3<sup>rd</sup> Tuesday 1:00 PM – Hospital Board at Education Room (Lower Level Medical Center Building)
- 4<sup>th</sup> Tuesday 9:00 AM – County Board at Courthouse Commissioners Room

Motion carried unanimously.

**2010 BOARD OF EQUALIZATION**

Motion by Miller, seconded by Tinklenberg to set the 2010 Board of Equalization meeting date for Monday, June 14, 2010 at 7:00 PM. Motion carried unanimously.

**2011 ELECTED OFFICIAL MINIMUM SALARY – RESOLUTION 59-08-10**

Motion by Miller, seconded by Remund to approve Resolution 59-08-10 setting the minimum annual salaries for 2010 election year applicants for the following Pipestone County elected officials:

County Auditor	\$6,000
County Attorney	\$4,000
County Recorder	\$6,000
County Sheriff	\$6,000
County Treasurer	\$6,000

Motion carried unanimously.

**HARVEY REDER – COMMUNITY CONCERN**

Harvey Reder from Woodstock presented information on safety concerns regarding

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**DAVID HALBERSMA – ROAD AND BRIDGE ITEMS**

County Engineer David Halbersma reviewed the county snow removal policy and updated the Board on the Second Street project and an overlay project.

**MARC HALL – DRUG AND ALCOHOL POLICY REVISION**

Transit Manager Marc Hall presented for approval an amendment to the Pipestone County Transit Drug and Alcohol Policy allowing for zero tolerance for any employee who tests positive for drugs and/or alcohol or refuses to be tested. Motion by Miller, seconded by DeRuyter to approve the amended language to the Pipestone County Transit Drug and Alcohol Policy allowing zero tolerance for any employee who tests positive for drugs and/or alcohol or refuses to be tested. Motion carried unanimously.

**BUILDING COMMITTEE RECOMMENDATION**

Commissioner Miller presented the Building Committee recommendation for changes in office space usage in the Courthouse. Motion by DeRuyter, seconded by Remund to move ahead with the following Building Committee recommendation for changes in office space usage in the Courthouse: Personnel moves into former Child Support office, Administrator stays in current office, Personnel office becomes mail room, Assessor stays in current office, former Public Health space becomes PrimeWest and County EDA. Motion carried unanimously.

**2008 FINANCIAL STATEMENT PUBLICATION FORM**

County Auditor Joyce Steinhoff presented the 2008 Financial Statement Publication Form.

**2010 FEDERAL MILEAGE REIMBURSEMENT RATE**

Administrator Sharon Hanson presented information on the 2010 Federal Mileage Reimbursement Rate. Motion by Tinklenberg, seconded by Miller to use the IRS mileage reimbursement rate recommendation of \$ .50 per mile for business purposes in 2010. Motion carried unanimously.

**JUDY OLDEMEYER – PERSONNEL**

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life insurance coverage allowing continued coverage availability to employees who elect to participate in the Phased Retirement Option. Motion carried unanimously.

**SHARON HANSON – PUBLIC SERVICES BUILDING FINAL PAY APPLICATION**

County Administrator Sharon Hanson and Chairman Miller reviewed the completion status of the Public Services Building as presented in a letter from Short Elliot Hendrickson, the architectural firm for the construction of the Public Services Building, noting items that were incomplete or were in need of correction. Short Elliot Hendrickson's recommendation was to reduce retainage to \$23,815.86 of the total final contract amount and to approve payment of \$35,723.79. Motion by Remund, seconded by DeRuyter to pay Keystone Design Build, Inc. the amount of \$35,723.79. Motion carried unanimously.

**COMMITTEE REPORTS**

Commissioners reported on the following committee meetings:

Commissioner Tinklenberg: two Budget Work Sessions, 2010 Census Information Meeting, Truth in Taxation, AMC Board, MCIT Annual Business Meeting, AMC Breakout Session on Wind Power, AMC Annual Business Meeting, RDC, Personnel Stewards, Woodstock City Council, E911.

Commissioner DeRuyter: AMC Annual Conference, Solid Waste Committee, Area II and RCRCAs Annual Meeting, Pipestone/Nobles Collaborative.

Commissioner Remund: U.S Census Bureau meeting, Hospital Plant Operations, Pipestone/Nobles Collaborative, Building Committee.

Commissioner Miller: Audit Committee, K-5 Work Group, U.S. Census Bureau meeting, Regional Dispatch meeting, Solid Waste Committee, Soil and Water Board, Early Intervention Committee, Building Committee, Private Industry Council.

Commissioner Keyes: Southwest Regional Radio Board, 911 Committee, AMC Annual Conference, MN Rural Energy Board, Law Enforcement Committee, Personnel Committee.

Motion by Tinklenberg, seconded by DeRuyter to adjourn the meeting. Motion carried