

January 22, 2013

Pipestone County Commissioner Meeting
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The Pipestone County Board of Commissioners met with Chairman Harold (Butch) Miller, Commissioners Luke Johnson, William (Bill) Johnson, Bruce Kooiman and Jerry L. Remund, County Administrator Sharon Hanson and County Auditor Joyce Steinhoff also present. Chairman Miller called the meeting to order at 9:00 AM with the Pledge of Allegiance to the Flag.

Motion by Remund, seconded by W. Johnson to approve the agenda as amended. Motion carried unanimously. Motion by L. Johnson, seconded by Remund to approve the consent agenda as follows:

1. Minutes of January 8, 2013 Organizational Meeting
2. Hospital Warrants in the amount of \$630,443.18

Motion carried unanimously.

TREASURER STEVE WEETS, DEPOSITORIES, RESOLUTION 59-08-13,

INFORMATION SECURITY POLICY

Treasurer Steve Weets joined the meeting and informed the Board that the Resolution 59-07-13 that designated the Public Depositories for the County needs to include the Magic Fund because there are County funds in the Magic Fund. Motion by Remund, seconded by W. Johnson to amend Resolution 59-07-13 to include the Magic Fund as a 2013 designated depository of the public funds of Pipestone County. Motion carried unanimously.

Treasurer Weets explained a proposed Over-Remittance Resolution that would reserve the right of the County to not refund fewer than ten dollars (\$10.00) for over-remittances for charges and services of the County. The previous resolution 59-21-2004 provided that the County would not refund less than five dollars (\$5.00). Motion by Remund, seconded by Kooiman to adopt Resolution 59-08-13 that resolves:

- That an over-remittance of less than \$10.00 for real estate and personal property tax payments and services as detailed in the County Fee Schedule shall be placed into the County General Fund, and
- That Pipestone County reserves the right to process refunds over \$10.00 via cash and receipt methods for those individuals paying at the counter, and
- That over-remittances over \$10.00 that can't be processed via a cash and receipt method, will be issued a check from Pipestone County, and
- That refunds for credit card handling fees are not allowed, and
- That this Resolution does not supersede MN Statutes with regarding to placement of funds or refunds, and
- That this Resolution supersedes Resolution 59-21-2004.

Motion carried unanimously.

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Treasurer Weets presented a Pipestone County Information Security Policy which is intended to relay the importance of security and protecting card holder data. This Policy is required by the County's credit card processing company and is intended to relate only to credit card processing for the County. Motion by L. Johnson, seconded by Remund to approve the Pipestone County Information Security Policy. Motion carried unanimously.

PUBLIC COMMENT-ALAN STEINHOFF

Pipestone County resident Alan Steinhoff appeared before the Board and offered public comment on the position of County Auditor.

COMMON ENTRY POINT-VULNERABLE ADULTS RESOLUTION 59-09-13

Southwest Health and Human Services (SWHHS) Adult Protection Supervisor Stacy Longtin and SWHHS Adult Protection Staff Member Jill Rademacher joined the meeting to present Resolution 59-09-13 that designates SWHHS as the common entry point for taking vulnerable adult maltreatment reports during regular business hours, with the Sheriff's Office receiving reports after hours, weekends, and holidays. Supervisor Longtin informed the Board that SWHHS did discuss this with Sheriff Delaney and the Sheriff supports the Resolution.

Motion by Remund, seconded by Kooiman to adopt Resolution 59-09-13 that designates SWHHS as the common entry point for taking vulnerable adult maltreatment reports during regular business hours, with the Sheriff's Office receiving reports after hours, weekends, and holidays. Motion carried unanimously.

BUILDING AND GROUNDS ITEMS-MARC HALL

Building and Grounds Supervisor Marc Hall joined the meeting to present several building and grounds items. Supervisor Hall presented the following fire suppression quotes for the radio room which will house information technology, server, radio communications equipment for the County: Nardini Fire Equipment Co. for \$10,597.00 minus deduct of \$1,600.00 for reconditioned cylinder and Total Fire Protection for \$14,000.00. Motion by L. Johnson, seconded by Kooiman to accept the quote from Nardini Fire Equipment Co. in the amount of \$10,597.00 minus deduct of \$1,600.00 for reconditioned cylinder for fire suppression equipment for radio room. Motion carried unanimously.

Supervisor Hall informed the Board that Simplex Grinnell, the provider of the fire control systems for Pipestone County Courthouse/Law Enforcement Center, recommend that a backflow preventer be repaired along with additional sprinklers added in the probation office area. Motion

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by Kooiman, seconded by W. Johnson to approve the quote from Simplex Grinnell in the amount of \$5,031.25 that would repair a backflow preventer and provide for additional fire protection in the probation office area. Motion carried unanimously.

Motion by L. Johnson, seconded by W. Johnson to approve renewal for the cleaning and recycling of the Public Services building between Pipestone County and Progress, with reimbursement provided by SWHHS through annual lease agreement. Motion carried unanimously.

COUNTY AUDITOR VACANCY

County Attorney Jim O'Neill joined the meeting. Administrator Hanson announced that the County received a letter stating that County Auditor Joyce Steinhoff plans to retire with her last day of service being February 28, 2013. Motion by Kooiman, seconded by W. Johnson to accept the resignation of County Auditor Joyce Steinhoff effective March 1, 2013. Motion carried unanimously.

County Attorney O'Neill informed the Board of related statutes regarding the upcoming vacancy and that the County Board shall appoint an individual to fill the remainder of the term for the County Auditor. Administrator Hanson informed the Board that the Personnel Committee met to discuss the vacancy of the County Auditor and the Personnel Committee recommends that the County advertise for applicants for the County Auditor position. Motion by Kooiman, seconded by Remund to authorize the advertising of the County Auditor position. Motion carried unanimously.

LELS AND AFSCME COLLECTIVE BARGAINING AGREEMENTS

County Administrator Sharon Hanson presented for approval the negotiated bargaining agreement between Pipestone County and the Law Enforcement Labor Services, Inc. Local #167-Jailer Dispatchers, Law Enforcement Labor Services, Inc. Local #244-Deputies, AFSCME Local Union No. 2424, Council No. 65-Highway, and AFSCME Local Union No. 2424, Council No. 65-Courthouse.

Motion by Remund, seconded by W. Johnson to approve the bargaining agreement and letter of agreements as presented, between Pipestone County and AFSCME Local Union No. 2424, Council No. 65-Highway effective January 1, 2013 through December 31, 2015. Motion carried unanimously.

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Motion by W. Johnson, seconded by Kooiman to approve the bargaining agreement and letter of agreements as presented, between Pipestone County and AFSCME Local Union No. 2424, Council No. 65-Courthouse effective January 1, 2013 through December 31, 2014. Motion carried unanimously.

Motion by L. Johnson, seconded by Remund to approve bargaining agreement as presented between Pipestone County and Law Enforcement Labor Services, Inc. Local #244- effective January 1, 2013 through December 31, 2015. Motion carried unanimously.

Motion by Miller, seconded by Remund to approve bargaining agreement as presented between Pipestone County and Law Enforcement Labor Services, Inc. Local #167 Jailer-Dispatchers effective January 1, 2013 through December 31, 2015. Motion carried unanimously.

AUDITOR WARRANT, AMEND AUDITOR WARRANT RESOLUTION, STATE

AUDITOR LETTER OF UNDERSTANDING

Motion by Remund, seconded by W. Johnson to approve as Auditor Warrant Payment to Amdahl Motors in the amount of \$59,794.00 for two Chevy Silverado Pick-up trucks. Motion carried unanimously.

Motion by Miller, seconded by L. Johnson to approve as Auditor Warrant Payment to Buffalo Ridge Drug Task Force for Annual Dues in the amount of \$28,788.00. Motion carried unanimously.

Motion by Miller, seconded by Kooiman to approve as Auditor Warrant Payment Uniform Allowances for Jailer Dispatchers at \$250.00 for January payment (semi-annual) and Deputies at \$300.00 for January (quarterly). Motion carried unanimously.

Motion by L. Johnson, seconded by Kooiman to approve Auditor Warrant Payment to Independent Emergency Services (IES) in the amount of 109.88 and amend Auditor Warrant Resolution 59-04-13 to include payments to IES as approved Auditor Warrant. Motion carried unanimously.

Motion by W. Johnson, seconded by Kooiman to approve Office of State Auditor Letter of Understanding for Fiscal Year 2012, which details the scope of services for the State Auditor for the 2012 Financial Audit, authorize Auditor, Administrator and Board Chair signature. Motion carried unanimously.

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COMMITTEE REPORTS

Commissioner Kooiman reported on attending the Southwest Regional Development Commission Board, Personnel Committee and Planning and Zoning Commission.

Commissioner W. Johnson reported attending the following meetings: Pipestone Active Living, Southwest Mental Health Center, Southwest MN Mental Health Consortium, Southwest Health and Human Services.

Commissioner L. Johnson reported attending the following meetings: Road and Bridge Committee, Affordable Care Act Information Session sponsored by AMC.

Commissioner Remund reported attending the following meetings: PrimeWest Health, Hospital Plant Operations, Travel Southwest, SW Mental Health, Road and Bridge Committee, Casey Jones Trail, County EDA, Affordable Care Act Information Session sponsored by AMC.

Commissioner Miller reported attending the following meetings: SWCD, Personnel Committee meeting, Southwest Health and Human Services.

Motion by Remund, seconded by W. Johnson to adjourn. Motion carried unanimously.

Meeting adjourned at 11:29 a.m.

Harold (Butch) Miller
Pipestone County Board Chair

ATTEST:

Sharon Hanson
County Administrator

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