

December 3, 2013

Pipestone County R&B Meeting
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The Pipestone County 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 Engineer David Halbersma also present. Chairman Miller called the meeting to order at 9:00 AM with the Pledge of Allegiance to the Flag.

Motion by L. Johnson, seconded by Remund to approve the agenda. Motion carried unanimously.

PROJECT UPDATES, UNDER CONTRACT, PROJECTS IN THE PLANNING STAGE

Engineer Halbersma provided an update on project updates, projects under contract and projects in the planning stage.

ADVERTISING CONSTRUCTION PROJECT ON COUNTY WEBSITE

Engineer Halbersma explained that the County has the option to post construction project bid information on the County website by stating this practice at the beginning of the year for all projects or putting an advertisement in the legal newspaper when request for bids are made with terminology that refers readers to the County website. Motion by Remund, seconded by L. Johnson to approve the use of the County website to post construction project bid information as per Minnesota Statutes 331A.12 Subd 2. Motion carried unanimously.

HOLLAND SHOP PROPERTY CLOSING

Engineer Halbersma informed the Board that the former Holland Shop sale closing will occur within the week.

ENGINEERING TECHNICIAN

Engineer Halbersma informed the Board that Engineering Technician applications have been accepted and interviews will be conducted.

MAINTENANCE ISSUES UPDATES

Engineer Halbersma informed the Board that the Highway Department has the ability to contract a fixed price for fuel in 2014 or to bid out as needed. Currently the Highway Department contracts for a fixed fuel price in the outlying shops. Motion by L. Johnson, seconded by Kooiman to authorize the advertisement for fuel bids for 2014 fuel needs and set the bid opening

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for January 7, 2014 at 10:00 a.m. at the Commissioners Room and evaluate the contracting for a fixed price at bid opening. Motion carried unanimously.

Engineer Halbersma obtained quotes off the State Contract for pickup-up purchase in 2014. Engineer Halbersma stated that a 2014 Dodge pick-up in the amount of \$22,606.92 is approximately \$3,000 less than Ford and GMC models and recommends purchase of the Dodge pick-up. Motion by W. Johnson, seconded by Kooiman to approve the purchase of a 2014 Dodge pick-up truck in the amount of \$22,606.92 off the State Contract. Motion carried unanimously. Engineer Halbersma stated that an older used pick-up will be slated for public sale in 2014 once the new pick-up truck arrives.

Engineer Halbersma reported on maintenance issues and updates.

VANGUARD CONTRACT APPROVAL

County Assessor Joyce Schmidt presented for approval contracts for Assessing software with Vanguard Appraisals Inc as discussed, and with purchase approval at the September 10, 2013 Commissioner meeting. County Assessor Schmidt and County Attorney Jim O'Neill have reviewed and approved the contracts. The contracts will be a five-year contract starting in 2014. Motion by Miller, seconded by W. Johnson to approve the contracts between Pipestone County and Vanguard Appraisals, Inc. effective January 9, 2014, for a period of five years. : Real Estate CAMA Data Conversion Services Agreement in the amount of \$22,500.00 not to exceed \$28,000, License Agreements in the amount of \$13,982.50, Service PLUS Contract in the amount of \$3,400.00 and 5 year Service Contracts in the amount of \$39,675.00. Motion carried unanimously.

2014 BUDGET AND LEVY

The Board reviewed and discussed the 2014 Budget and Levy and directed Administrator Hanson to update the Budget as directed and prepare budget and levy adoption documents for approval at December 12, 2013 Commissioner meeting.

FEE SCHEDULE

Administrator Hanson stated that there is possible interest in revising the County Fee Schedule to include additional fees for certain types of public data. Motion by L. Johnson, seconded by Kooiman to set the County Fee Schedule Public Hearing for December 24, 2013 at 9:30 a.m. as per MN Statutes 373.41. Motion carried unanimously.

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CONSENT AGENDA

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

1. November 26, 2013 Minutes

Motion carried unanimously.

Motion by W. Johnson, seconded by Remund to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 11:04 a.m.

Harold (Butch) Miller
Pipestone County Board Chair

ATTEST:

Sharon Hanson
County Administrator