



Jeffrey Babinski
County Administrator

HOUSTON COUNTY

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Commissioners:
District 1
Jack Miller
District 2
Eric Johnson (Vice Chair)
District 3
Robert Burns
District 4
Teresa Walter (Chair)
District 5
Fred Arnold

HOUSTON COUNTY BOARD OF COMMISSIONERS REGULAR BOARD MEETING AGENDA

9:30, September 10, 2019, County Board Room, Historic Courthouse

CALL TO ORDER

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES (27 Aug Board Meeting, 3 Sep Workgroup Session)

PUBLIC COMMENT

9:35 Appointment: Erik Leitzen, Historic Bluff Country: Program Overview and Funding Allocation Request

CONSENT AGENDA

(Routine business items enacted by one unanimous motion. Commissioners may request moving items on the consent agenda to the Action Item list if they desire discussion before taking action.)

- 1) Approve Claims, Human Service & License Center disbursements
- 2) Approve Resolution 19-30 Land Exchange and Purchase for Highway Department.
- 3) Approve Resolution 19-31 Authorization to Execute 'Toward Zero Deaths' Grant.
- 4) Affirm the following personnel actions:
 - a. Assessor
 - i. Accept the resignation of Naomi Hoel, Appraiser Trainee, effective the end of the business day Sept 6, 2019.
 - ii. Approve a competitive search for a probationary Appraiser (Appraiser Trainee, Certified Minnesota Appraiser (CMA Non-Income or Income), or AMA; based on qualifications and Minnesota licensure.
 - iii. Hire Steffanie Schellsmidt as a 67 day temporary employee B21, Step 1, effective Sept 11, 2019.
 - iv. Change the employment status of Michelle Quinn from Certified Minnesota Appraiser (Non-Income) B23, to Certified Minnesota Appraiser (Income) B24, Step 4, effective Sept 11, 2019.
 - v. Change the employment status of Luke Onstad from Certified Minnesota Appraiser (Non-Income) B23, to Certified Minnesota Appraiser (Income) B24, Step 2, effective Sept 11, 2019.
 - b. Environmental Services.

- i. Confirm the change of employment status of Aaron Lacher, Environmental Services Director D61, from probationary to regular status, effective Sept 11, 2019.
- c. Highway
 - i. Hire Wesley Burroughs as a probationary Highway Maintenance Specialist, B23-2, step 1, conditioned upon passing requisite background checks, effective Sept 23, 2019.
 - ii. Hire Chris Frank as a probationary Highway Maintenance Specialist, B23-2, step 1, conditioned upon passing requisite background checks, effective Sept 16, 2019.

ACTION ITEMS

- 1) Consider approving the Conditional Use Permit request from Clair and Jarad Olson, Yucatan Township. (Lacher)
- 2) Consider approval to amend CUP #296 conditions for Todd Soiney, Spring Grove Township. (Meiners)
- 3) Consider approving contract on behalf of EDA for Driftless Grown initiative website and branding. (Wagner)
- 4) Consider Resolution 19-32 Authorization to Sell Land Parcel #21.1152.002 Through Sealed Bid Auction. (Babinski)

DISCUSSION ITEMS

- 1) Administrator Updates
 - a. Houston County Township Officer's Association Annual Dinner Meeting
 - b. Northern Natural Gas Tax Court Assessment adjustment
 - c. Veteran's Treatment Court Invitation
- 2) Commissioner Reports & Comments

CLOSING PUBLIC COMMENT

ADJOURN

REMINDERS

- 10 September: Regular Board Meeting
(Land Use/Public Health and Human Services Standing Committees)
- 11 September: Houston County Township Officers Association Dinner Meeting
- 17 September: Board Workgroup Session
- 20 September: Ribbon Cutting Ceremony for 3rd District Veteran's Court
 - 10:30 – Owatonna
 - 1:30 - Preston
- 24 September: Regular Board Meeting
(Finance Standing Committee)