



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

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## HOUSTON COUNTY BOARD OF COMMISSIONERS REGULAR BOARD MEETING AGENDA

**9:30, August 13, 2019, County Board Room, Historic Courthouse**

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **APPROVE AGENDA**

### **APPROVE MINUTES (23 Jul Board Meeting, 6 Aug Workgroup Session)**

### **PUBLIC COMMENT**

### **09:30 Appointment: Dr. Ross Reichard and Monica Kendall, P.A., Medical Examiner Annual Presentation**

### **09:45 Appointment: Dan Larson, Minnesota Rural Counties Presentation**

### **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) Acknowledge receipt of Outdoor Heritage Fund Proposals from the Lessard Sams Outdoor Heritage Council
- 3) Acknowledge receipt of the Invitation to the Houston County Township Officer's Association Annual Dinner Meeting on September 11, 2019.
- 4) Approve additional abatements discovered during abatement reconciliation process.
- 5) Approve budgeted purchase of three cover-top roll-off containers from Nedland Industries as a cost of \$18,085.
- 6) Approve Resolution 19-X, Aquatic Invasive Species Prevention Aid, designating oversite of the AIS prevention efforts to the Root River Soil and Water Conservation District.
- 7) Affirm personnel actions:
  - a. Finance
    - i. Accept the retirement notice from Nancy Peter, effective the end of the business day September 27, 2019 and extend thanks for her 32.5 years of service to the residents of Houston County.
    - ii. Initiate a competitive search for a .6 FTI Technical Clerk, B-22.
  - b. Public Health and Human Services

- i. Continue the appointment status of Nickie Folsom (.9 FTE to 1.0 FTE) to an on-going basis, effective immediately (Previously approved for 6 mo change of status)
- ii. Change the classification of Michelle Schulte from Staff RN (C41) to PHN (C42) effective August 19, 2019 and extend congratulations for earning BSN and obtaining a PHN certificate.
- iii. Rehire Judy Haugstad as a temporary (67 days/year maximum) Case Aide to assist during the search for a Child Protection Social Worker. Note: The total of both temporary assignments cannot exceed 67 days per calendar year.

## **ACTION ITEMS**

- 1) Consider approving the final contract for project CP 2019-05A with Milestone Materials for CSAH 24 and 32.
- 2) Consider approving Conditional Use Permit for Robert and Heather Strand, Yucatan Township.
- 3) Consider approval of Resolution 19-X, authorizing an EDA Revolving Loan Fund loan to AcenTek for the Broadband Border-to-Border Grant, if grant funds are awarded.
- 4) Consider approving the 2019 Tax Abatements (Trehus).
- 5) Consider initiating action to fund a portion of the shared Highway Maintenance facility with La Crescent Township.

## **DISCUSSION ITEMS (No action will be taken on the following items)**

- 1) Administrator Updates
  - a. Houston County Township Officer's Association Annual Dinner Meeting
  - b. Census 2020 Address Canvassing
- 2) Commissioner Reports & Comments

## **CLOSING PUBLIC COMMENT**

## **ADJOURN**

## **REMINDERS**

- 13 August: Regular Board Meeting  
(Land Use/Public Health and Human Services Standing Committees)
- 20 August: Board Workgroup Session  
(Closed Session for Administrator Annual Review)
- 27 August: Regular Board Meeting  
(Finance Standing Committee)
- 27 August: Fillmore-Houston Joint Board of Health Meeting
- 3 September: Board Workgroup Session
- 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
- 24 September: Regular Board Meeting  
(Finance Standing Committee)