



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, September 24, 2019, County Board Room, Historic Courthouse**

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **APPROVE AGENDA**

### **APPROVE MINUTES** (10 Sep Board Meeting, 17 Sep Workgroup Session)

### **PUBLIC COMMENT**

### **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) Affirm the following personnel actions:
  - a. Environmental Services.
    - i. Change the employment status of James Gardner, Environmental Specialist, from probationary to regular, effective Oct 10, 2019.
  - b. Public Health and Human Services
    - i. Change the employment status of Heather Myhre, Public Health Supervisor, from probationary to regular, effective Oct 2, 2019.
  - c. Recorder's Office
    - i. Change the employment status of Mary Betz, Chief Deputy Recorder, from probationary to regular, effective Oct 1, 2019.
  - d. Sheriff's Office
    - i. Hire William Gavin, as probationary Jailer/Dispatcher at Step 1, effective Sept 30, 2019, conditioned upon successful completion of background investigation.
    - ii. Accept the resignation of Tyler Fabian, Jailer/Dispatcher effective the end of his work shift on Sept 25, 2019.
    - iii. Approve a competitive search for Jailer/Dispatcher.

### **9:45 Public Hearing: Proposed Fee Schedule Changes**

## **ACTION ITEMS**

- 1) Consider approving the updated Consolidated Fee Schedule. (Babinski)
- 2) Consider approving the 2020 Pictometry Contract for aerial imagery. (Babinski)
- 3) Consider approving 2019-2021 Off Highway Vehicle Enforcement Grant Program agreement. (Inglett)
- 4) Consider approving the 2019 Prioritized Bridge Replacement Resolution. (Pogodzinski)
- 5) Consider approval of 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) to fill vacancy created 9/7/19. (Babinski)
- 6) Set the preliminary levy amount for 2020. (Babinski)

## **DISCUSSION ITEMS**

- 1) Administrator Updates
  - a. DNR Notice of Trout Stream Conservation Easements
  - b. Veteran's Treatment Court Invitation
  - c. 2018 Audit Results and Findings
- 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 3<sup>rd</sup> District Veteran's Court
  - 10:30 – Owatonna
  - 1:30 - Preston
- 24 September: Regular Board Meeting  
(Finance Standing Committee)