

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: July 6, 2021

9:02 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present:

Dewey Severson, Eric Johnson, Robert Burns, Teresa Walter, and Greg Myhre

Others Present:

Auditor/Treasurer Donna Trehus, Reporter Craig Moorhead, Reporter Charlene Selbee, Finance Director Carol Lapham, Human Resources Director Theresa Arrick-Kruger, Public Health and Human Services Director John Pogleasa, Social Services Supervisor Bethany Moen, Board Clerk/EDA Director Allison Wagner, Engineer Brian Pogodzinski, Interim Recorder Mary Betz

Presiding: Chairperson Burns

Call to order.

Pledge of Allegiance.

Motion was made by Commissioner Walter, seconded by Commissioner Severson, motion unanimously carried to approve the agenda with two amendments to the consent agenda.

Motion was made by Commissioner Walter, seconded by Commissioner Myhre, motion unanimously carried to approve the board meeting minutes from June 22, 2021.

Public Comment: No public comments were made.

CONSENT AGENDA

Commissioner Walter moved, Commissioner Severson seconded, motion unanimously carried to approve the consent agenda. Items approved are listed below.

- 1) Rehire Jamie Acker as a Dropsite Supervisor, 67 day casual/temporary employee at step 4 of the dropsite wage scale.
- 2) Hire Amy Sylling as probationary Clerk Tech I, Step 1, effective July 7, 2021.
- 3) Accept the resignation of Jessica Reed, Social Work Lead, effective August 25, 2021, and thank her for her 15 years of service to the residents of Houston County.
- 4) Initiate a competitive search for a CP Social Worker.

CLOSED SESSION

At 9:30 a.m. motion by Commissioner Myhre, seconded by Commissioner Severson, motion unanimously carried to go into closed session pursuant to Minn. Stat. §13D.03, Subd. 1, (b) to discuss labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to sections 179A.01 to 179A.25.

All Commissioners, Auditor/Treasurer Trehus, Human Resources Director Kruger, and Finance Director Lapham attended the closed session.

At 10:05 a.m. motion by Commissioner Myhre, seconded by Commissioner Severson, motion unanimously carried to return to regular session. Kruger gave a summary of the closed session. She said it was the general consensus to accept the pay grid proposed by David Drown Associates (DDA) for the purpose of labor negotiations.

ACTION ITEMS

File No. 1 – Commissioner Myhre moved, Commissioner Severson seconded, motion unanimously carried to approve the Minnesota Energy Resources Distribution Facilities Installation Agreement and authorize Brian Pogodzinski's signature.

File No. 2 – Commissioner Johnson moved, Commissioner Severson seconded, motion unanimously carried to approve budget amendments. The budget amendments included payroll adjustments as a result of contract settlements.

DISCUSSION ITEMS

Commissioners discussed MnDOT District 6 2021 county outreach regarding MnDOT's 10 year capital investment plan with Pogodzinski. It was the general consensus of the board to have Pogodzinski invite MnDOT to present virtually at a future County meeting. Commissioners discussed items they would be interested in hearing about from MnDOT.

Commissioners discussed the State's, state of emergency due to COVID-19 ending. It was the general consensus that the County could end their state of emergency also. Commissioners agreed this should be an official action item at the next board meeting.

Chairperson Burns told the board he had met with the townships regarding two separate items: the SELCO request for additional library funding in the amount of \$40,000 to be used for wages, and the County's waste and recycling program that was currently losing money.

Chairperson Burns said it was the general consensus from the townships to support an increase of \$20,000 to SELCO.

Chairperson Burns told the board it was the general consensus of the townships that they liked the currently waste and recycling program. The townships were in favor of keeping all five drop sites. The townships wanted to see the County reducing costs without changing the program drastically.

Commissioner Johnson said he would like the board to consider having the local Root River Soil and Water Conservation District (SWCD) help the Zoning/Environmental Services department by doing feedlot and sewer inspections. He had met with SWCD as part of a Personnel Committee Meeting and they were willing to take on feedlot and sewer inspections. Commissioner Walter said that the County was ultimately responsible for the inspections. Commissioners discussed the idea. Currently the County was contracting with Winona County and G-Cubed for the services on a temporary basis. No official decisions were made on the matter.

Commissioners reported on recent meetings they had attended including an Extension Meeting, County Highway Shop Meeting, Solid Waste Annual Meeting, and Personnel Meeting.

Commissioner Severson suggested that Department Head Meetings continue to be held remotely based on feedback from departments at the last meeting, and to allow flexibility for those attending. It was the general consensus of the board to keep holding remote Department Head Meetings.

There being no further business at 10:50 a.m., a motion was made by Commissioner Severson, seconded by Commissioner Myhre, motion unanimously carried to adjourn the meeting. The next meeting would be a regular meeting on July 13, 2021.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: _____
Robert Burns, Chairperson

Attest: _____
Donna Trehus, Auditor/Treasurer

**HOUSTON COUNTY
AGENDA REQUEST FORM
July 13, 2021**

Date Submitted: 07.08.2021

By: Tess Kruger, HRD/Facilities Mgr.

ACTION REQUEST

None

APPOINTMENT REQUEST

None

HR CONSENT AGENDA REQUEST

Recorder's Office

- **Hire Darlene Peter as probationary Deputy Recorder, Clerk Tech I, Step 4, effective July 26, 2021**

Sheriff's Office

- **Hire Isaiah Bunke as probationary Deputy Sheriff, C42, Step 1, effective August 3, 2021, conditioned upon satisfactory completion of the medical and psychological examinations**

<u>Reviewed by:</u>	<input checked="" type="checkbox"/> HR Director	<input checked="" type="checkbox"/> Sheriff	_____
	<input checked="" type="checkbox"/> Finance Director	_____ Engineer	_____
	_____ IS Director	_____ PHHS	_____
	_____ County Attorney	(indicate	_____
	_____ Environmental Svcs	<input checked="" type="checkbox"/> other dept) Recorder	_____
<u>Recommendation:</u>			
<u>Decision:</u>			

Houston County Agenda Request Form

Date Submitted: July 7, 2021 Board Date: July 13, 2021

Person requesting appointment with County Board: Brian Pogodzinski

Issue:

Attached is Change Order Request #11 for the Highway Facility project. The change order request includes the cost to connect the new electrical and gas service to the new building and install a clean agent fire suppression system in the records room.

Attachments/Documentation for the Board's Review:

Attached is Change Order Request #11

Justification:

The connections and dry fire suppression system are needed in the new highway shop facility.

Action Requested:

Approve Change Order Request #11.

For County Use Only			
<u>Reviewed by:</u>	<u> </u> County Auditor	<u> </u> County Attorney	<u> </u> Zoning Administrator
	<u> </u> Finance Director	<u> </u> County Engineer	<u> </u> Environmental Services
	<u> </u> IS Director	<u> </u> Other (indicate dept)	<u> </u>
<u>Recommendation:</u>			
<u>Decision:</u>			

All agenda request forms must be submitted to the County Auditor by 4:00 p.m. on Monday in order to be considered for inclusion on the following week's agenda. The Board will review all

