

PROCEEDINGS OF THE MURRAY COUNTY BOARD OF COMMISSIONERS
MURRAY COUNTY GOVERNMENT CENTER – SLAYTON, MINNESOTA
January 5, 2016 8:30 a.m.

Pursuant to notice, the Murray County Board of Commissioners convened with the following members present: Commissioners Gerald Magnus, Robert Moline, James Jens, David Thiner, and Glenn Kluis. Also present Aurora Heard, County Coordinator, and Heidi Winter, Auditor-Treasurer. Excused Absence: Travis Smith, County Attorney.

The meeting opened by reciting the Pledge of Allegiance to the Flag.

Heidi Winter acting as temporary Chair called for nominations for Chair of the Murray County Board of Commissioners for 2016.

It was moved by Commissioner Moline, seconded by Commissioner Jens to nominate Commissioner Thiner for the Chair of the Murray County Board of Commissioners for 2016. Nominations were called for three times. No other nominations were made.

It was moved by Moline, seconded by Magnus and passed to approve to cast a unanimous ballot for Commissioner David Thiner the Chair of the Board for 2016.

It was moved by Commissioner Jens, seconded by Commissioner Magnus to nominate Commissioner Kluis for the Vice Chair of the Murray County Board of Commissioners for 2016. Nominations were called for three times. No other nominations were made.

It was moved by Moline, seconded by Thiner and passed to approve to cast a unanimous ballot for Commissioner Glenn Kluis for Vice Chair of the Board for 2016.

Commissioner Jens was thanked for doing an excellent job as Chairman the past year.

The Chairman asked if there were any additions to the agenda. Several items were added.

It was moved by Magnus, seconded by Jens and passed to approve the agenda as modified.

No conflict of interest identified.

It was moved by Jens, seconded by Magnus and passed to approve consent agenda items 1-3 with adding the time for the public hearings for the ditch hearings.

Consent Agenda

1. Approval of the Minutes from December 21, 2015
2. Approval of the Minutes from December 22, 2015
3. Approval of the Minutes from December 29, 2015

Warrants

A motion was duly made by Jens, seconded by Magnus and carried that all claims as presented were approved for payment. The Chairman was authorized to sign the Audit List dated January 5, 2016 with fund totals as follows and warrants numbered 148426 – 148469:

County Revenue Fund	196,607.15
County Road & Bridge Fund	87,806.46
EDA	98.00
Hospital	96,845.00
Sunrise Terrace	3,923.00
SAWSD	148.00
Total	385,427.61

Commissioner Moline introduced the following resolution and moved its adoption:

RESOLUTION NO. 2016-01-05-01
A Resolution Authorizing the Murray County Auditor/Treasurer
To Pay Certain Claims in 2016

WHEREAS, Minnesota Statute 375.16 allows the County Board to authorize the County Auditor/Treasurer to pay incidental expenses of the county; and

WHEREAS, Minnesota Statute 375.18 allows delegation by the County Board for paying certain claims to a county administrative official.

NOW, THEREFORE, BE IT RESOLVED, That the Murray County Auditor/Treasurer is authorized to pay incidental expenses as identified in Minnesota Statute 375.16.

BE IT FURTHER RESOLVED, That the Murray County Auditor/Treasurer is authorized to pay certain claims made against the County that are included in the Murray County Accounting Policies and Procedures Handbook, adopted on September 27, 2011 and as amended by Board action.

BE IT FURTHER RESOLVED, That as part of the control procedure for informational purposes, a list of all claims paid be distributed to the Board and an audit list be signed by the Board Chair.

The foregoing resolution was duly seconded by Commissioner Kluis and thereupon being put to a vote all members voted in favor.

2016 Appropriations -The Board reviewed the list of budgeted appropriations.

It was moved by Magnus, seconded by Jens and passed to approve an appropriation in the amount of \$27,500 to be paid in full in January for 2016 Fair board and to approve the 2016 appropriations.

Voting in Favor: Magnus, Moline, Jens, Thiner

Opposed: Kluis

Motion carried 4 to 1.

LG220 Application for Exempt Permit for the Lake Shetek Sportsmen's Association

It was moved by Moline, seconded by Jens and passed to approve an LG220 Application for Exempt Permit for the Lake Shetek Sportsmen's Association for a raffle to take place on May 21, 2016 at Key Largo Restaurant and Bar, further authorizing the Board Chair to sign the permit on behalf of the County.

2016 Outreach Services Contract with the Plum Creek Library System

It was moved by Jens, seconded by Kluis and passed to approve the 2016 Outreach Services Contract with the Plum Creek Library System for bi-weekly bookmobile stops in Avoca, Chandler, Current Lake, Currie, Dovray, Hadley, Iona and Lake Wilson, further authorizing the Board Chair and County Coordinator to sign the contract on behalf of the County.

It was moved by Jens, seconded by Kluis and passed to approve the 2016 Law Enforcement Agreements with the cities of Avoca, Chandler, Currie, Lake Wilson and Iona, further moving to authorize the Sheriff, Board Chair and Auditor-Treasurer to sign the agreements on behalf of the County and also further moving that approval is subject to receipt of a fully executed agreement received back from each respective city.

Commissioner Moline introduced the following findings of fact and order:

**BEFORE THE MURRAY COUNTY BOARD OF
COMMISSIONERS ACTING AS DRAINAGE AUTHORITY
FOR JUDICIAL DITCH #19**

**Findings of Fact and Order Concerning
Redetermination of Benefits, Pursuant to
Minnesota Statutes 103E.351**

WHEREAS, the original benefits for Judicial Ditch #19, as determined in the original drainage proceedings, do not reflect reasonable present day values and the benefitted or damaged areas may have been changed.

NOW, THEREFORE, the Murray County Board of Commissioners, acting as Drainage Authority for Judicial Ditch #19, hereby orders the Redetermination of Benefits for Judicial Ditch #19 and appoints Jim Weideman, Steve Johnson and Duane Bendixen as viewers.

Dated this 5th day of January, 2016.

The foregoing findings of fact and order was duly seconded by Commissioner Magnus and thereupon being put to a vote all members voted in favor.

There were no ditch bills for the January 5, 2016 meeting.

Legislative Meeting

It was moved by Magnus, seconded by Moline and passed to approve any Commissioner attend a legislative meeting that will be held at the 4-H building in Slayton on February 19, 2016.

Part time Deputy Registrar

It was moved by Moline, seconded by Magnus and passed to approve hiring Annette Seivert for the Part Time Deputy Registrar position, 24 hours per week, at a labor grade 6 step 1 with an effective date of January 25, 2016

At 9:30 a.m. The Chairman called for bids to be opened for publication of proceedings, delinquent tax lists and all other notices and proceedings, except the Financial Statement, required by law to be published in the official newspaper during the year 2016 as follows:

“The Murray County Editorial Group agrees to publish all matters that are required by the law to be so published for \$11.50 per column inch.”

It was moved by Jens, seconded by Kluis and passed to accept the Murray County Editorial Group bid of \$11.50 per column inch for publication of proceedings, delinquent tax lists and all other notices and proceedings as required by law in 2016 and to authorize the Board Chair and County Coordinator to sign the agreement.

It was moved by Kluis, seconded by Magnus and passed to approve the following 2016 AMC Policy Committee Appointments:

Policy Committee	Delegate
Environmental & Natural Resources Policy Committee	Glenn Kluis
General Government Policy Committee	David Thiner
Health & Human Services Policy Committee	Gerald Magnus
Public Safety Policy Committee	James Jens
Transportation & Infrastructure Policy Committee	Robert Moline

and to approve appointing Commissioner Robert Moline, Commissioner David Thiner, Commissioner Gerald Magnus, Commissioner Glenn Kluis, Commissioner James Jens, Jean Christoffels, and Aurora Heard as the 2016 AMC Delegate Appointments.

9:38 a.m. Commissioner Jens was excused.

It was moved by Moline, seconded by Kluis and passed to approve the following Citizen Appointments:

EDA – Pamela Schreier and Darwin Kruse
Extension – Stacy Posthuma and Diane Schreier
Fairgrounds Advisory– Sharon Staples and James Surprenant
Parks – LeRoy Reese
Planning Commission – Kevin Vickerman and Ron Holinka

SAWS – Jamie Thomazin
Sunrise Terrace – Linda Wing and Darlene Mechtenberg
Local Water Management Plan – Rick Parker

10:00 a.m. Open Forum/Public Comment – No members of the public were present.

MCC Gymnasium

It was moved by Magnus, seconded by Kluis and passed to approve County Attorney Smith proceed to work on drafting documents regarding the MCC gymnasium expansion and include the County Engineer, School Officials, and Commissioners regarding the details of the document.

Organizational Study Items: The County Board reviewed the organizational study items.

It was moved by Moline, seconded by Thiner and passed to approve that the County Board is not interested in selling Sunrise Terrace.

11:02 a.m. Commissioner Jens returned to the meeting.

It was moved by Moline, seconded by Magnus and passed to approve a Committee work with Western Community Action regarding transportation and to research the aging component of the Transportation/Aging Coordinator position description and to review ridership reports.

Commissioner Thiner appointed Coordinator Heard, Commissioner Kluis, and Transportation/Aging Coordinator Miranowski to a Transportation Committee.

Environmental Office Time Study

It was moved by Jens, seconded by Moline and passed to approve for the Environmental Office to begin a time study to track what is being done daily and the amount of time spent on the various jobs.

Soil and Water Structure

It was moved by Moline, seconded by Jens and passed to approve having a Committee review the Soil and Water structure.

Commissioner Thiner appointed Commissioner Jens to the Soil and Water Committee to review the Soil and Water structure.

Budget Process

It was moved by Jens, seconded by Magnus and passed to approve the Auditor/Treasurer, County Coordinator and Board Chair be involved in the budget process from the beginning to the end and to create a five year plan with all departments, to be used in conjunction with the budget.

12:02 p.m. It was moved by Moline, seconded by Jens and passed to go into closed session for the evaluation of the performance of Solid Waste Administrator Jon Bloemendaal pursuant to Minnesota Statute 13D.05, subd. 3.

12:30 p.m. It was moved by Magnus, seconded by Jens and passed to come out of closed session.

12:31 p.m. The meeting was recessed

12:59 p.m. The meeting was called back to order

1:02 p.m. It was moved by Moline, seconded by Magnus and passed to approve going into closed session for the evaluation of the performance of Museum Coordinator Janet Timmerman pursuant to Minnesota Statute 13D.05, subd. 3.

1:32 p.m. It was moved by Jens, seconded by Magnus and passed to approve coming out of closed session.

1:33 p.m. It was moved by Moline, seconded by Jens and passed to approve going into closed session for the evaluation of the performance of Soil and Water Administrator Howard Konkol pursuant to Minnesota Statute 13D.05, subd. 3.

2:02 p.m. It was moved by Magnus, seconded by Jens and passed to approve coming out of closed session

2:07 p.m. It was moved by Moline, seconded by Magnus and passed to approve going into closed session for the evaluation of the performance of County Assessor Marcy Barritt pursuant to Minnesota Statute 13D.05, subd. 3.

2:25 p.m. It was moved by Jens, seconded by Moline and passed to approve coming out of closed session.

2:27 p.m. It was moved by Magnus, seconded by Jens and passed to approve going into closed session for the evaluation of the performance of evaluation Zoning Administrator Jean Christoffels pursuant to Minnesota Statute 13D.05, subd. 3.

2:47 p.m. It was moved by Moline, seconded by Kluis and passed to approve coming out of closed session.

The County Board met with Solid Waste Administrator Jon Bloemendaal pursuant to Minnesota Statute 13D.05, subd. 3. in closed session on January 5, 2016 and rated his 2015 performance “between meets expectations and above average” when evaluating the following items:

Quality of work, quantity of work, job knowledge, decision making/judgement, dependability, efficiency, flexibility/adaptability/change management/risk taking, interpersonal/communication skills, outcomes measurement and problem-solving, professional conduct/integrity, safety/security, self-improvement, leadership, staff development/motivation, resource/project management.

The County Board met with Museum Coordinator Janet Timmerman pursuant to Minnesota Statute 13D.05, subd. 3. in closed session on January 5, 2016 and rated her 2015 performance “above average” when evaluating the following items:

Quality of work, quantity of work, job knowledge, decision making/judgement, dependability, efficiency, flexibility/adaptability/change management/risk taking, interpersonal/communication skills, outcomes measurement and problem-solving, professional conduct/integrity, safety/security, self-improvement, leadership, staff development/motivation, resource/project management.

The County Board met with Soil and Water Administrator Howard Konkol pursuant to Minnesota Statute 13D.05, subd. 3. in closed session on January 5, 2016 and rated his 2015 performance “between meets expectations and above average” when evaluating the following items:

Quality of work, quantity of work, job knowledge, decision making/judgement, dependability, efficiency, flexibility/adaptability/change management/risk taking, interpersonal/communication skills, outcomes measurement and problem-solving, professional conduct/integrity, safety/security, self-improvement, leadership, staff development/motivation, resource/project management.

The County Board met with County Assessor Marcy Barritt pursuant to Minnesota Statute 13D.05, subd. 3. in closed session on January 5, 2016 and rated her 2015 performance “above average” when evaluating the following items:

Quality of work, quantity of work, job knowledge, decision making/judgement, dependability, efficiency, flexibility/adaptability/change management/risk taking, interpersonal/communication skills, outcomes measurement and problem-solving, professional conduct/integrity, safety/security, self-improvement, leadership, staff development/motivation, resource/project management.

The County Board met with Zoning Administrator Jean Christoffels pursuant to Minnesota Statute 13D.05, subd. 3. in closed session on January 5, 2016 and rated her 2015 performance “above average” when evaluating the following items:

Quality of work, quantity of work, job knowledge, decision making/judgement, dependability, efficiency, flexibility/adaptability/change management/risk taking, interpersonal/communication skills, outcomes measurement and problem-solving, professional conduct/integrity, safety/security, self-improvement, leadership, staff development/motivation, resource/project management.

The Commissioners gave their committee reports for the period of December 20, 2015 to January 2, 2016.

James Jens reported on Planning Meeting – December 21, Commissioner Board Meeting/Hospital Board Meeting and Truth in Taxation Budget Hearing – December 22, Department Head Reviews – December 28, Commissioner Board Meeting – December 29, Personnel Meeting – December 30.

Gerald Magnus reported on Hospital Finance, Hospital Personnel and Commissioner Board Meeting – December 21, Commissioner Board Meeting/Hospital Board Meeting and Truth in Taxation Budget Hearing – December 22, Department Head Reviews – December 28, Commissioner Board Meeting and Ditch Hearings for (JD8) and (CD73), Fairgrounds Advisory Board – December 30, Southwest Health and Human Services – Pavlis Retirement Party (Partial Per Diem Claimed) – December 31.

Robert Moline reported on Strategic Planning – December 21, Commissioner Board, Truth in Taxation Hearing and Hospital Board Meeting – December 22, Ditch Inspection (CD26) (Partial Per Diem

Claimed) – December 23, Commissioner Board Meeting and Evaluations – December 28, Commissioner Board Meeting – December 29.

David Thiner reported on Organizational Planning – December 21, Commissioner Board Meeting/Hospital Board Meeting and Truth in Taxation Hearing – December 22, Employee Evaluation – December 28, Commissioner Board Meeting and Ditch Hearings for (JD8) and (CD73) – December 29.

Glenn Kluis reported on Senior Advisory Council and Organizational Meeting – December 21, Commissioner Board Meeting/Truth in Taxation Budget Hearing and Ditch Hearing (#61), Department Head Reviews – December 28, Commissioner Board Meeting and Ditch Hearings for (JD8) and (CD73) – December 29, Fair Ground Advisory Meeting – December 30.

It was moved by Jens, seconded by Kluis and passed to approve the Commissioner Vouchers for the period of December 20, 2015 to January 2, 2016.

It was moved by Kluis, seconded by Moline and passed to approve appointing Commissioner Magnus and Commissioner Jens to the Murray County Medical Center Board.

It was moved by Kluis, seconded by Thiner and passed to approve non-union employees shall receive a step increase for 2016 if they have been in their position since January 1, 2015.

It was moved Moline, seconded by Kluis and passed to approve appointing Melissa Runck to the Fairground Advisory Committee.

It was moved by Magnus, seconded by Kluis and passed to approve and authorize the Board Chair sign the 2015 Human Services Transportation Agreement.

It was moved by Magnus, seconded by Jens and passed to approve the 2016 Commissioner appointments pursuant to the Committee list as maintained in the County Coordinator's office.

3:43 p.m. The meeting was adjourned.

ATTEST:

Aurora Heard, Murray County Coordinator

David Thiner, Chairman of the Board