

## **SWIFT COUNTY BOARD MINUTES**

### **May 19, 2015**

Chairman Pete Peterson called the meeting to order at 11:00 AM with all members present as well as County Administrator Mike Pogge-Weaver, County Attorney Danielle Olson, County Auditor Kim Saterbak, Amanda Ness, and Lyle Stai.

Chairman Pete Peterson asked if there were any changes to the agenda. Administrator Pogge-Weaver requested the addition of the approval of a revision to the IT Director's position description to the consent agenda. Commissioner Hendrickx requested the addition of a discussion on the Greater MN Regional Parks and Trails Commission to the regular agenda. Commissioner Rudningen requested the addition of a discussion on the ownership of bridge #4048 in Pillsbury Township to the regular agenda.

**05-19-15-01** Commissioner Hendrickx moved and Commissioner Rudningen seconded to approve the agenda with the noted additions. Motion carried unanimously.

**05-19-15-02** Commissioner Rudningen moved and Commissioner Fox seconded to approve the Consent Agenda which consisted of: (1) Minutes from the May 5, 2015 Regular Meeting (2) Approval of liquor licenses for the following businesses: Brinks 104 Club & Brinks Beer Joint & Grill (3) Approval of tobacco licenses for the following businesses: Ascheman Uni-Mart & Deli Corp, House of Spirits/City of Appleton, Casey's General Store #3268, Brink's Beer Joint & Grill, Brink's 104 Club, DeGraff Municipal Liquor Store, & Don's Food Pride (4) Approval of a sub-grant agreement with the MN DPS for funding to update the Swift County HMP (5) Approval of a resolution authorizing sponsorship of trails operated by the Northern Lights Trails Snowmobile Club (6) Approval of a Procurement Resolution as required by Statute (7) Approval of the Special Vehicle Use Permit fee and (8) Approval of a revision to the IT Director's position description to add "acts as the County HIPAA Security Officer" under essential job functions. Motion carried unanimously.

**05-19-15-03** Commissioner Fox moved and Commissioner Edward Pederson seconded to approve the Commissioner warrants as follows: Revenue: \$68,027.22; Solid Waste: \$38,703.85; Road and Bridge: \$33,038.22; Health & Human Services: \$376.76; County Ditches: \$7,211.11; County Health Insurance, \$1,749.00; State Fund Agency: \$18.00; which includes the following bills over \$2,000: Amundson Peterson, \$16,560.74; Chamberlain Oil Co, \$2,330.60; Comm of Finance, \$2,726.00; Computer Professionals Unlimited Inc., \$5,238.24; Election Systems & Software Inc., \$8,721.71; Glacial Plains Cooperative, \$6,943.87; L.G. Everist, Inc., \$9,067.87; MN Pollution Control, \$17,032.71; Pflipsen Trucking LLC, \$11,110.06; Clontarf Township Treasurer, \$2,424.00; VanHeuveln General Contracting Inc., \$4,180.00; Waste Management Of Northern Minnesota, \$8,162.01; WEX Bank, \$3,520.25; Yellow Medicine County Jail, \$7,830.99; and Ziegler Inc., \$3,892.70. Motion carried unanimously.

Board and Committee Reports were given as follows: Commissioner Fox reported on Revolving Loan Fund, Well-Being Committee, Woodland Centers, and the Chippewa River Watershed. Commissioner Edward Pederson reported on Soil and Water Conservation District. Commissioner Rudningen reported on the Well-Being Committee, Enhancing the Organization Strategic Plan Group, and the Glacial Ridge Scenic Byway. Commissioner Hendrickx reported on 6W, AMC Conference Planning, AMC Futures, Revolving Loan Fund, and RDC. Chairman Pete Peterson reported on the 6W and Countryside Public Health.

Administrator Pogge-Weaver updated the board on the April Health Insurance Balances, Legislative Updates, Tax Forfeiture Tour & Policies, Assisted Living Project, and the Pictometry information has been mailed and will be available online in the next two to four weeks.

Chairman Pete Peterson asked if there were any citizen's comments. There were none.

County Auditor Kim Saterbak presented a request for approval of the repurchase of tax forfeited property located at 1110 20<sup>th</sup> St SE (Parcel #12-0064-000) in Kildare Township.

**05-19-15-04** Commissioner Rudningen moved and Commissioner Hendrickx seconded to approve allowing the property owners two weeks to pay in full to repurchase the property. Motion carried unanimously.

Auditor Saterbak further presented a request to purchase certain tax forfeited property by Vincent Hughes.

**05-19-15-05** Commissioner Hendrickx moved and Commissioner Fox seconded to deny the purchase request due to the offer not meeting minimum thresholds.

County Sheriff John Holtz, Chief Deputy Sheriff Judd Latham, and Communications & Corrections Supervisor Tracy Koosman requested the approval of purchases related to dispatch upgrades. 911 funds would cover all but approximately \$8000 worth of expenses.

**05-19-15-06** Commissioner Hendrickx moved and Commissioner Rudningen seconded to approve the dispatch upgrade purchases. Motion carried unanimously.

County Engineer Andy Sander requested the approval of patching work on CSAH #35 (SW of Kerkhoven) by Riley Bros.

**05-19-15-07** Commissioner Rudningen moved and Commissioner Hendrickx seconded to approve the patching work on CSAH #35. Motion carried unanimously.

Engineer Sander further requested the approval of patching work on CSAH #33 (SW of Murdock) by Riley Bros.

**05-19-15-08** Commissioner Rudningen moved and Commissioner Fox seconded to approve the patching work on CSAH #33. Motion carried unanimously.

A discussion was held, which included Lyle Stai of Pillsbury Township, regarding the ownership of bridge #4048 in Pillsbury Township. More information was needed before any action could be taken.

RDA Director Jen Frost and HRA Director Vicki Syverson presented the mailboxes and invitations they will be giving the 2015 KMS, LQPV, and Benson High School seniors inviting them back to our area as a part of Engaging Alumni and Youth for the County Strategic Plan.

Administrator Pogge-Weaver presented the board with an RFP for architectural services to complete a space needs and projected building program analysis.

**05-19-15-09** Commissioner Rudningen moved and Commissioner Hendrickx seconded to approve the space needs analysis RFP. Motion carried unanimously.

Administrator Pogge-Weaver further requested the approval of a grant application with the Minnesota Historical Society for a State Projects Grants-in-Aid.

**05-19-15-10** Commissioner Fox moved and Commissioner Edward Pederson seconded to approve the Minnesota Historical Society grant application. Motion carried unanimously.

Administrator Pogge-Weaver updated the board on the Strategic Plan including the upcoming RASP team meeting, the University of Minnesota Diversity Study, and there will be a 90-day report of all groups at the

next meeting.

An employment update was included in the agenda packets.

Commissioner Hendrickx discussed applying with the Greater Minnesota Regional Parks and Trails Commission to have the OHV Park listed as a regional park and applying for Legacy Grant dollars.

**05-19-15-11** Commissioner Rudningen moved and Commissioner Edward Pederson seconded to adjourn. Motion carried unanimously.

Meeting adjourned at 12:30 PM.

WITNESSED:

---

Peter Peterson, Chair

ATTEST:

---

Michel Pogge-Weaver, Clerk of the Board