

# SWIFT COUNTY BOARD MINUTES

## May 15, 2018

Chairman Rudningen called the meeting to order at 9:00 AM with all members present. Also present: County Administrator Kelsey Baker, County Auditor Kim Saterbak, and Terri Orr.

Chairman Rudningen asked if there were any changes or additions to the agenda. No other changes or additions were requested.

**05-15-18-01** Commissioner P. Peterson moved and Commissioner Hendrickx seconded to approve the agenda as amended. Motion carried unanimously.

**05-15-18-02** Commissioner Fox moved and Commissioner E. Pederson seconded to approve the Consent Agenda items: (1) Approval of Minutes from the May 1, 2018 Regular Meeting, (2) Approval of an Absentee Ballot Board Resolution for the 2018 Primary Election, (3) Approval of the Agreement between the University of Minnesota and Swift County for Extension programs, (4) Approval of two new board members for RDA, (5) Approval of tobacco licenses for the following businesses: Ascheman Uni-Mart, DeGraff Municipal Liquor Store, Casey's General Store-Appleton, Don's Food Pride and Holloway Hideout. Motion carried unanimously.

**05-15-18-03** Commissioner Hendrickx moved and Commissioner Fox seconded to approve the Commissioner warrants as follows: County General Revenue, \$75,667.68; Solid Waste Fund, \$57,650.16; Road and Bridge, \$12,698.36; Capital Projects Fund, \$7,468.75; County Ditches Fund, \$46,612.24; which includes the following bills over \$2,000: Albany Recycling Center, \$2,374.08; Chippewa County Auditor-Treasurer, \$45,151.20; Computer Professionals Unlimited Inc., \$6,284.00; Glacial Plains Cooperative, \$5,632.48; Hannaher's, \$29,082.00; Johnson Controls, \$4,098.00; Kandiyohi County Sheriff's Dept., \$8,991.25; Larson Gravel & Construction Inc., \$2,555.00; MN Pollution Control, \$13,288.94; Pflipsen Trucking LLC, \$17,411.68; Swift County Environmental Services, \$4,000; Tostenson Septic LLC, \$3,570.00; Verizon Wireless, \$2,048.32; Waste Management Of Northern Minnesota, \$11,197.12; Wold Architects & Engineers, \$3,370.75. Motion carried unanimously.

Board and Committee Reports were given as follows: Commissioner Hendrickx reported on 6W Community Corrections, AMC, Day Care in Appleton and RDC Revolving Loan Fund. Commissioner P. Peterson reported on 6W Community Corrections, Emergency Drill, Prairie Five Community Action Group, Countryside Public Health and Supporting Hands Family Nurse Partnership. Commissioner E. Pederson reported on Historical Society, Soil & Water Conservation District and RDA. Commissioner Fox reported on Revolving Loan Fund and Wellness Committee meeting. Chairman Rudningen gave an update on the Wellness Committee.

Chairman Rudningen asked for Citizens comments: There were none.

Administrator Kelsey Baker discussed the closure of advertising on the Maintenance III Worker and the Part-time Deputy, Part-time Case Aide interviewing, Soft yearly reviews with the Department Heads, Solar Ordinance and Enhancing the Organization Committee meeting, Working on the Mission Statement, update on the Recycling Grant, punch list for the Courthouse, wrap up moving meeting, meeting with MCIT Representative for Property Liability and Baker will be speaking at the Senior Citizens Luncheon presenting on the Swift County Building Project.

Administrator Kelsey Baker requested approval of a Resolution and Agreement between Swift County and Yellow Medicine County for Shared Highway Engineer Services. A brief discussion was held.

**05-15-18-04** Commissioner Hendrickx moved and Commissioner E. Pederson seconded to approve the

resolution. Motion carried unanimously.

Administrator Baker further requested approval to commit funds of \$50,000 for the OHV Park purchase. A brief discussion was held.

**05-15-18-05** Commissioner Hendrickx moved and Commissioner Fox seconded a motion to approve a resolution of commitment to the OHV Park with additional wording of now therefore be it resolved, that the \$50,000 be committed in anticipation of the land purchase, in support of a Warranty Deed. Motion carried unanimously.

Administrator Baker and Joel Dunning from Wold Achitect Engineers further requested approval of Proposal Request #17 from Sussner Construction of \$456,652 to replace the Courthouse windows. A lengthy discussion was held.

**05-15-18-06** Commissioner Hendrickx moved and Commissioner Fox seconded to approve the replacement of the Courthouse windows. Motion carried unanimously.

The board recessed at 10:01 AM.

The board reconvened at 10:08 AM.

Auditor Kim Saterbak requested approval of signing a Mid-State Computer Collaborative Joint Powers Agreement.

**05-15-18-07** Commissioner Fox moved and Commissioner P. Peterson seconded to approve the Mid-State Computer Collaborative Joint Powers Agreement. Motion carried unanimously.

Auditor Saterbak further requested approval of signing a Master Agreement to Provide Professional Services between CPU and Swift County.

**05-15-18-08** Commissioner Fox moved and Commissioner E. Pederson seconded to approve the signing of a Master Agreement to Provide Professional Services between CPU and Swift County. Motion carried unanimously.

Fiscal Supervisor Gary Jensen and Financial Assistance Supervisor Julie Jahn updated the board on the April Financial Summary for Human Services.

Executive Director Jennifer Frost requested to authorize Minnesota Investment Fund State Funded RLF request for One-time Exception on available funds balance as of June 1<sup>st</sup> 2018.

**05-15-18-09** Commissioner Fox moved and Commissioner E. Pederson seconded to approve the One-time Exception on available funds balance as of June 1<sup>st</sup> 2018. Motion carried unanimously.

Executive Director Jennifer Frost held a lengthy discussion on the Grow building whether to sell it, offer Swift County first option to buy it from Grow or lease it out from Grow on a long-term basis.

**05-15-18-10** Commissioner Hendrickx moved and Commissioner P. Peterson seconded to approve to lease the Grow Building for 6 months with the terms of \$5,000 annualized in taxes and insurance. Motion carried unanimously.

Administrator Kelsey Baker discussed the 2019 initial Budget.

The board recessed at 10:51 AM.

The board reconvened at 11:00 AM. for the Road tour.

**05-15-18-11** Commissioner P. Peterson moved and Commissioner Hendrickx seconded to adjourn.  
Motion carried unanimously.

Meeting and road tour adjourned at 2:40 PM.

WITNESSED:

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Eric Rudningen, Chair

ATTEST:

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Kelsey Baker, County Administrator