

**Herreid Board Room  
Rock County Courthouse**

**9:00 AM  
September 23, 2014**

The meeting was called to order by Chair Williamson with Commissioners Jarchow, Hoime and Boyenga present; Commissioner Reisch was absent.

Motion by Hoime, seconded by Jarchow, to approve the September 23, 2014 County Board agenda, declared carried on a voice vote.

Motion by Boyenga, seconded by Jarchow, to approve the September 09, 2014 County Board minutes, declared carried on a voice vote.

Motion by Boyenga, seconded by Hoime, to approve the consent agenda, declared carried on a voice vote.

1. Insight Software Maintenance w/Zuercher Tech - \$1,950 (renewal E911 eligible)
2. SSTS Cost Share Assistance Contract Allocation Authorization – CWF-FY12-32 - \$9,880
3. SSTS Cost Share Assistance Contract Allocation Authorization – CWF-FY12-27 - \$5,900

Ashely Kurtz, Auditor/Treasurer, presented the claims and per diems of \$1,725.00; motion by Jarchow, seconded by Williamson, to approve, declared carried on a voice vote. A complete listing of the claims is available upon request at the Auditor/Treasurer’s Office.

General . . . . .	\$43,506.27
General Reserves . . . . .	\$6,662.08
Library . . . . .	\$2,922.13
Road & Bridge . . . . .	\$38,795.43
Transfer Station	\$30,060.85
Land Management . . . . .	\$1,522.73
TOTAL . . . . .	\$123,469.49

Claims over \$2,000:

B & G Acoustical Ceiling Inc.	2,175.00
Busse Plumbing, Heating & A-C Inc.	9,819.81
Herman Motors	3,224.31
Honken Construction Inc.	7,056.66
City of Luverne	7,629.93
Seachange	5,338.38
Eastern Farmers Coop	4,385.69
Contech Construction Products	2,874.84
Duininck Inc.	3,450.00
Expressway-Luverne	3,602.35
Graham Tire Worthington	6,559.40
City of Luverne	3,747.00
Midstates Equipment	5,695.00
Ketterling Sanitation	9,450.71
Lyon County Landfill	16,242.26

Motion by Jarchow, seconded by Boyenga, to approve the fund balance report, declared carried on a voice vote.

The Administrator presented a building update: the interior office construction at the Human Services building is complete and the window replacements are in progress; the Administrator is currently reviewing options with the architect on revisions to the reception area.

The Library Board received bids for carpeting and the low bid was accepted and that project is moving forward.

The Auditor/Treasurer requested to increase the petty cash fund at the Transfer Station from \$75.00 to \$100.00; motion by Jarchow, seconded by Hoime, to approve, declared carried on a voice vote.

Prior to adoption of the 2015 Preliminary budget, the Administrator informed the County Board of a proposed staffing change at Rock County Rural Water. The Administrator's Office, the Auditor/Treasurer, RCRW Director and RCRW Board members Tofteland and Arends had met to discuss options to fill the upcoming vacancy. Discussed, was the option to replace the 4/5 position with a full time position to be shared between RCRW and the License Center. Hoffman stated that new software and automation has the potential to streamline office functions; currently, the Auditor/Treasurer is having a hard time covering hours of operation in the License Center, resulting in untimely closures. The Administrator requested authorization to move forward with the full time position of Staff Assistant II of which will be shared between RCRW and the License Center; motion by Jarchow, seconded by Boyenga, to approve, declared carried on a voice vote.

The Administrator led a discussion regarding the 2015 budget and requested that the Preliminary Budget be set a 5% increase as there are a number of variables not accounted for in the budget summaries that have previously been reviewed. Motion by Hoime, seconded by Jarchow, set the Preliminary Budget at \$5,062,250, a 5% increase, declared carried on a 3-1 vote with Commissioner Boyenga voting nay.

General Fund	\$2,612,410
Library	274,047
Road & Bridge	811,527
Human Services	1,139,297
Landfill	26,797
Debt Service	341,900
Tax Abatement Levy	21,190
State Aid	<u>(164,918)</u>
Total	\$5,062,250

The Auditor/Treasurer and Administrator led a discussion regarding the Truth and Taxation Hearing; by order of the Chair, to set the hearing date for December 2<sup>nd</sup> at 6:00PM and to also move the start time of the December 6<sup>th</sup> County Board meeting to 4:00PM.

Commissioner Boyenga challenged Administration and the Department Heads to research what the legal obligations of county government and what are the citizens' expectations of services that are provided.

Doug Bos, Land Management Office Assistant Director, informed the County Board of a stream bank stabilization issue that resulted from the June 2014 flood event; without any corrective measures, the issue could potentially expose and old sealed landfill, which may result in contaminates affecting City of Luverne well heads and RCRW aquifers located downstream. Bos estimates the project cost to be \$220,000 and stated EWP funding is available; the EWP is a 75% cost share and 25% sponsor cost program. Bos indicated that he has met with the City of Luverne in being a sponsor partner and is also exploring other state programs to assist with the sponsor cost expenses. Motion by Hoime, seconded by Jarchow, to authorize Bos to move forward with the EWP application and partner with the City of Luverne for sponsorship and will determine the cost share funding formula if the application becomes

approved, declared carried on a voice vote. Bos indicated that there are potentially (6) more similar stream bank stabilization projects.

The Administrator informed the County Board that the Southwest Regional Radio Board organization has changed its name to the Emergency Communications Board; Commissioner Reisch and Kyle Oldre are appointed to that committee.

The Administrator presented a FEMA update; debris and demolition removal expenses are issues that applicants are trying to resolve with FEMA in the review process. The BRRRA bills and invoices need re-formatting to identify the damages and repairs by site location; the Administrator will work with contractor Trac Works on that issue.

The Administrator stated that MVTV, an internet provider utilizing point-to-point services has requested access on the RCRW water tower in Magnolia to install hardware and will exchange internet service for RCRW in lieu of rent; motion by Jarchow, seconded by Boyenga, to approve pending legal review from the County Attorney's office, declared carried on a voice vote.

The Administrator stated his office is working on the letters of support for the Alliance Communications, Inc. for the Minnesota Broadband grant project; there is a big concern about the project cost increasing due to Davis Bacon.

The County Board was in receipt of an invitation to the Plum Creek 40<sup>th</sup> Anniversary Celebration scheduled for September 25<sup>th</sup>.

The Administrator informed the County Board of an energy savings proposal to provide a solution to power quality, stability and demand reduction on the Veteran's Memorial Building, Courthouse and Law Enforcement Center; the project cost is \$16,200 and is projected to have a 2.39 years in energy savings. Motion by Hoime, seconded Jarchow, to approve the contract with 3D Energy US, LLC for \$16,200 and to pay from building fund, declared carried on a voice vote.

Commissioner Jarchow stated he attended the A.C.E recognition event and a SWHHS meeting where they several success stories; he stated more success stories need to be communicated to demonstrate that many DHS programs do work when administered correctly.

Commissioner Hoime also attended the A.C.E volunteer recognition event and stated that Commissioner Jarchow was honored; also stated that he will be attending the annual Community Corrections conference.

Commissioner Boyenga stated he also attended the SWHHS meeting.

Commissioner Williamson informed the County Board that culverts on CR6 are being installed.

With no further business to come before the County Board, the meeting was declared adjourned.