

REGULAR BOARD MEETING OF FEBRUARY 4, 2020

The Board of County Commissioners of Chippewa County, Minnesota, met in regular session on Tuesday, February 4, 2020 at 9:00 a.m. in the Courthouse in Montevideo, Minnesota. Commissioners present were David Lieser, Jim Dahlvang, David Nordaune, Matt Gilbertson, and Jeffrey Lopez.

Commissioner Gilbertson requested any additions or deletions to the agenda. Auditor/Treasurer/Coordinator (ATC) Michelle May requested to remove the Montevideo EDA Tax Abatement discussion from the Regular agenda and move up the closed session. Commissioner Lieser moved, second by Commissioner Lopez to approve the agenda as amended. The motion passed by a unanimous vote.

IT Director Terry Ocaña presented a request to purchase phone system bases for approximately \$3,600.00, KnowBe4 end user training for \$3,450.00, firewall migration services for \$4,000.00, mobile scanner for \$2,880.00, and 33 employee computers for a maximum cost of \$49,000.00. Motion by Commissioner Lieser, second by Commissioner Nordaune to approve the requested purchases. Motion passed by unanimous vote.

Commissioner Nordaune moved, second by Commissioner Dahlvang to approve the following items on the consent agenda. The motion passed by a unanimous vote.

Approve the minutes of the January 21, 2020 regular meeting
Set the date for next regular meeting of February 18, 2020

Sheriff Derek Olson and Family Services Director Patrick Bruflat met before the Board to discuss the Fraud Prevention Investigation grant contract. Motion by Commissioner Lopez, second by Commissioner Nordaune to approve the grant contract with the State of Minnesota. Motion passed by unanimous vote.

Sheriff Olson gave an update on activities in the Sheriff's Office and Jail during January 2020.

Sheriff Olson presented a joint powers agreement with the Minnesota Bureau of Criminal Apprehension to receive funding to implement an adapter to make the County's record management system compatible with Minnesota National Incident-Based Reporting Systems. Motion by Commissioner Dahlvang, second by Commissioner Lopez to approve the joint powers agreement and pass a resolution authorizing Sheriff Olson to execute the agreement. Motion passed by unanimous vote.

Assistant County Engineer Kevin Enevoldsen and ATC May presented a contract with Lac qui Parle County for County Engineer services on a temporary, as-needed basis until the Chippewa County Engineer position is filled. Motion by Commissioner Dahlvang, second by Commissioner Lieser to approve the contract. Motion passed by unanimous vote.

The Board discussed the recruitment and hiring process of the County Engineer and reviewed a proposal from David Drown Associates for recruitment and consulting services. Motion by Commissioner Dahlvang, second by Commissioner Lieser to accept the proposal from David Drown Associates for the search and recruitment of the County Engineer. Motion passed by unanimous vote.

Mr. Enevoldsen and the Board discussed interim procedures in the absence of the County Engineer. Motion by Commissioner Lopez, second by Commissioner Nordaune to allow Mr.

Enevoldsen access to the former County Engineer's computer and files. Motion passed by unanimous vote.

Motion by Commissioner Dahlvang, second by Commissioner Lopez to authorize Mr. Enevoldsen and Reed Molden to approve bills and timesheets, and perform employee reviews for Road and Bridge. Motion passed by unanimous vote.

The Board discussed the Milan Bike Trail. No action was taken.

The Board discussed a funding proposal for the Lake Snoopy Loop trail expansion formerly known as the "County Farm Slough". Commissioner Lieser moved, second by Commissioner Dahlvang to approve the use of county owned property for trail purposes contingent upon receipt of grant funding for the construction. Motion passed by unanimous vote.

Motion by Commissioner Lieser, second by Commissioner Lopez to close the public meeting to conduct an annual performance review of Maintenance Supervisor Joey Buseman. Motion passed by unanimous vote.

Motion by Commissioner Lieser, second by Commissioner Lopez to open the public meeting. Motion passed by unanimous vote.

Motion by Commissioner Dahlvang, second by Commissioner Lieser to accept the satisfactory performance review of Joey Buseman and approve a step increase to Grade 7, Step 9 effective February 1st. Motion passed by unanimous vote.

County Attorney Matthew Haugen met before the Board to report on the activities in his office during January 2020.

Attorney Haugen presented an agreement between the County and JP Hebrink, LLC for the County to reserve a holdback amount designated for payment to the County Road 4 resurfacing contractor to ensure work conforms to construction plans. Motion by Commissioner Lopez, second by Commissioner Nordaune to approve the agreement. Motion passed by unanimous vote.

The Board received an easement request from Northern States Power Company for an electric easement along parcel 13-119-4120 for consideration of \$1.00 to the County. Motion by Commissioner Lieser, second by Commissioner Dahlvang to accept grant the easement to Northern States Power. Motion passed by unanimous vote.

The Board discussed the additional responsibilities required of the Assistant Engineer and Road & Bridge Maintenance Supervisor during the vacancy of the County Engineer. Motion by Commissioner Dahlvang, second by Commissioner Nordaune to approve a temporary wage increase to Grade 15, step 4 effective February 1st until the County Engineer position is filled. Motion passed by unanimous vote.

ATC May gave an update on activities in the Auditor/Treasurer's Office during the month of January 2020.

The Board discussed the Chippewa River Watershed Joint Powers Agreement.

Each Commissioner gave a report on the various committee meetings that each attended and described any special developments that occurred during the month of January 2020.

There being no further business to come before the Board, the meeting was adjourned.

/s/ Michelle May
Aud/Treas & Clerk of the Board

/s/ Matt Gilbertson
Chairman of the Board

(Auditor's Seal)