

The Pipestone County Commissioners met with Chairman Dan Wildermuth, Commissioners Chris Hollingsworth, Luke Johnson, Bruce Kooiman, and Les Nath. County Administrator Steve Ewing was also present. Chairman Dan Wildermuth called the meeting to order at 9:00 AM with the Pledge of Allegiance to the Flag.

**AGENDA**

Motion by Hollingsworth, seconded by Nath to approve the agenda as amended. Motion carried unanimously.

**CONSENT AGENDA**

Motion by Johnson, seconded by Nath to approve the consent agenda as follows:

1. Approve Minutes of August 7, 2018
2. Auditors Warrants 8/13/18
3. Commissioners Warrants/Meal Reimbursements in the amount of \$262,710.97
4. Treasurers Report July 2018
5. Auditors Warrant, Stevens County, CPT \$175,000

Motion carried unanimously.

As per Minnesota Statute 375.12 the following Commissioner Warrants information is presented:

<b>Vendor Name</b>	<b>Amount Paid</b>
Mike Motors of Minnesota Inc	\$ 28,848.00
Traffic Marking Service Inc	\$ 27,131.55
Jer's Electric Inc.	\$ 22,443.99
Pipestone County Treasurer	\$ 10,196.08
Smith & Johnson	\$ 9,456.58
Van Dyke Sanitation Inc	\$ 9,078.82
D & M Masonry	\$ 8,550.00
Pipestone County Highway Department	\$ 7,331.96
Pipestone County Medical Center	\$ 6,946.58
Commissioner Of Transportation	\$ 6,785.79
Physio Control Inc	\$ 4,847.40
O'Neill O'Neill & Barduson	\$ 4,693.00
BX Civil & Construction Inc	\$ 4,628.40
Computer Professionals Unlimited Inc	\$ 4,529.00
Bound Tree Medical LLC	\$ 4,094.66
PAYPAL *CS WHOLESLE	\$ 3,999.95
OPG 3 Inc	\$ 3,888.00
Runchey Louwagie & Wellman	\$ 3,841.95
Lincoln County Treasurer	\$ 2,890.00
Tri-County Recycling Center	\$ 2,725.93

August 14, 2018

Bolton & Menk Inc	\$	2,572.00
One Office Solution	\$	2,568.93
TrueNorth Steel	\$	2,430.52
CHS	\$	2,424.84
TransMedic Billing	\$	2,391.94
Ace Signs	\$	2,329.00
Edgerton Enterprise	\$	2,144.38
Pipestone Publishing Co Inc	\$	2,032.53
Midland Tire LLC	\$	2,004.50
Warrants over \$2,000	\$	197,806.28
Number of Claims under \$2,000		168
Warrants under \$2,000	\$	50,904.69
Total	\$	<u>248,710.97</u>

### **KARI VOSS-DROST, SOUTHWEST CRISIS CENTER**

Kari Voss-Dross, Assistant Director of Southwest Crisis Center, presented information to the board regarding the services and activities of the Center. From January 1, 2018 to June 30, 2018 28 individuals from Pipestone County received service from the Center. Services for assistance included safe house nights, domestic violence, child sexual assault, adult sexual assault, and at risk youth. Commissioners were thanked for their past financial support for the Center and requested funding for 2019. Commissioners thanked Ms. Voss-Drost for the information and will consider the funding request for 2019.

### **UNITED COMMUNITY ACTION PARTNERSHIP CONTRACT FOR SERVICES**

United Community Action Partnership (UCAP) Transit Director Cathleen Amick gave a review of the 2017 Transit program statistics and current initiatives. Amick reported that the next bus replacement will take place in 2020 and answered Commissioner questions.

UCAP Transit Director Amick requested approval of the 2019 fare schedule as follows:

- **In-town Bus Trips:**

\$2.00 cash, pass or token fare per person one way when scheduled by 4:30 p.m. prior day of service requested

\$2.50 cash, pass or token fare per person one way when scheduled after 4:30 p.m. prior day of service requested

\$1.00 cash, pass, or token fare per person for children 3 to 12 age when riding with an adult (13 years and older pay regular fares)

Free for children 2 years old and under with a paying adult

\$1.00 cash, pass or token fare on advertised routes

- **Out-of-town Bus Trips:**

\$2 0-7 Miles, \$3 8-17 Miles, \$4 18-32 Miles, \$5 33-45 Miles – cash, pass or token fare per person one way

August 14, 2018

August 14, 2018

\$2.50 0-7 Miles, \$6 8-17 Miles, \$8 18-32 Miles, \$10 33-45 Miles billed per person one way

- **Volunteer Driver Rates:** (Out of town weekend trips must be pre-paid by 12:00 PM on Friday)

.35 per driver mile cash fare or pre-paid\* when trip is coordinated\*\* (\$2.50 minimum)

.60 cents per driver mile cash fare or pre-paid for all other trips NOT coordinated (\$4.00 minimum)

\$10 parking fee at Minneapolis Airport for return rides

\*No reimbursements for pre-paid fares

\*\* More than one passenger sharing the cost of the total driver miles

Motion by Kooiman, seconded by Nath to approve the 2019 fares as presented, support for implementation of fare collection software, and consent to move forward with a fare study.

Motion carried unanimously.

UCAP Director Amick presented for Board approval a Transportation agreement that would designate administration and operation of Pipestone County's transit services to UCAP.

Motion by Johnson, seconded by Hollingsworth to approve the UCAP Transportation Agreement effective January 1, 2019 through December 31, 2019 that will designate UCAP responsible for Pipestone County's transit services. Motion carried unanimously.

## **RESOLUTION 59-27-18 VSO OPERATIONAL ENHANCEMENT GRANT**

### **AGREEMENT**

Veterans Service Officer Renae Schuch joined the meeting to present a Veterans Service Officer (VSO) Operational Enhancement Grant Agreement.

Motion by Kooiman, seconded by Hollingsworth to approve Resolution 59-27-18 which resolves that Pipestone County shall enter into the Grant Contract with the Minnesota Department of Veterans Affairs (MVDA) to conduct the County Veterans Service Office Operational Enhancement Grant Program. The grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans, and to enhance the operations of the county veterans service office. The VSO Grant Agreement is effective July 1, 2018 through June 30, 2019 in the amount of \$7,500.00. Motion carried unanimously.

## **HIGHWAY 23 COALITION**

August 14, 2018

Aaron Backman, Kandiyohi County Economic Development Director, representing the Highway 23 Coalition joined the meeting to present information on what the Coalition does, including seeking necessary funding from the legislature for Highway 23 road improvements, expansion, and upgrades. If Pipestone County would like to join as a member of the Highway 23 coalition, the cost is \$1,000.00 as a supporter and \$1,500.00 as an advocate. Motion by Johnson, seconded by Hollingsworth for Pipestone County to join the Highway 23 coalition as an advocate member at a cost of \$1,500.00 annually. Motion carried unanimously.

**BOLTON & MENK – CENTRAL SCHOOL DEMOLITION BID DOCUMENTS**

Travis Winter of Bolton and Menk presented bid documents for the demolition of Tax Forfeited parcels 18-112-0090 and 18-800-0610 Old Central School. Motion by Hollingsworth, seconded by Nath to set a bid opening date of September 25, 2018 at 10:00am in the Commissioners Room of the Courthouse. Yeas: Hollingsworth, Johnson, Nath, Wildermuth. Nay: Kooiman. Motion carried.

**TAX FORFEITED PROPERTY – QUARRY TWIN THEATER**

City Administrator Jeff Jones and City Building Inspector Doug Fortune joined the meeting to present information on the old Quarry Twin theater parcel number 18-645-1180, which is condemned and on the City's blighted property list. The rafters are broken on two sides, and the roof has holes in multiple areas. The concern is that the snow in the winter will cause the building to collapse, which would damage the storage units to the west and the building to the east. Fortune's recommendation is to remove the extra weight of the two air conditioning units off the roof of the building as soon as possible. Consensus of the Board to have Building and Grounds Maintenance Supervisor Wayne Drew to arrange for removal of the air conditioning units from the roof of the building and secure the back of the building.

**PERSONNEL**

County Administrator Steve Ewing requested board appoint Jerid Johnson as the Assistant Engineer and place him on the pay plan at C51 – Step G on the 2018 pay plan. Motion by Kooiman, seconded by Hollingsworth to approve Jerid Johnson as the Assistant Engineer at C51 – Step G on the 2018 pay plan. Motion carried unanimously.

**JOHNSON CONTROLS INC. SERVICE AGREEMENT**

County Administrator Steve Ewing requested approval of the service agreement with Johnson Controls Inc. for three years beginning September 1, 2018 through August 31, 2021 at a

August 14, 2018

cost of \$30,900.00 for the first year, \$31,827.00 for the second year, and \$32,780.00 for the third year. They provide preventative maintenance and repair for Pipestone County's heating, cooling, and ventilation systems for the Pipestone County Courthouse, EMS, and Public Services buildings. Motion by Nath, seconded by Wildermuth to approve the Service Agreement with Johnson Controls effective September 1, 2018 through August 31, 2021. Motion carried unanimously.

**COUNTY DITCH MAINTENANCE REQUEST**

Administrator Ewing presented information about some maintenance issues located in Section 32 and 33 of Grange Township regarding the ditch and a tile line that was broken. The Ditch Committee has requested up to \$10,000 to repair the tile line. Motion by Johnson, seconded by Kooiman to authorize expending up to \$10,000.00 to replace the tile line in the ditch. Motion carried unanimously.

Chairman Wildermuth recessed the meeting at 11:13am.

Chairman Wildermuth reconvened the meeting at 1:05 p.m. for Budget Work Sessions.

**BUDGET WORK SESSION**

The Board heard budget presentations from the following Department Heads:  
Environmental Administrator Kyle Krier, Building and Grounds Maintenance Supervisor Wayne Drew, Veterans Service Officer Renae Schuch, and Recorder Mary Ann De Groot

Motion by Johnson, seconded by Kooiman to approve the purchase of a new Kyocera TASKalfa 2552ci copier for the Recorder's Office in the amount of \$6,871.00. Motion carried unanimously.

Motion by Kooiman, seconded by Hollingsworth to adjourn. Motion carried unanimously. Meeting adjourned at 3:53p.m.

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Dan Wildermuth  
Pipestone County Board Chairman

ATTEST:

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Steven Ewing  
County Administrator

August 14, 2018