

August 23, 2011

Pipestone County Commissioner Meeting
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The Pipestone County Commissioners met with Chairman Marvin Tinklenberg, Commissioners Marge DeRuyter, Jerry L. Remund, Harold (Butch) Miller and Bill Johnson. County Administrator Sharon Hanson was also present. Chairman Tinklenberg called the meeting to order at 9:00 AM with the Pledge of Allegiance to the Flag.

Motion by Remund, seconded by Miller to approve the agenda. Motion carried unanimously. Motion by Miller, seconded by Johnson to approve the consent agenda as follows:

1. Minutes of August 9, 2011
2. Hospital Warrants in the amount of \$192,343.14
3. Culvert Purchase in the amount of \$5,305.75 to Contech Construction

Motion carried unanimously.

SMALL CITIES DEVELOPMENT GRANT-RESOLUTION 59-34-11

Lisa Graphenteen and Michele Clarke from the Southwest Minnesota Housing Partnership joined to meeting to discuss Small Cities Development Grant requirements. Pipestone County was recently awarded a Small Cities Development Grant in the amount of \$255,872. The purpose of this grant is to rehabilitate seven owner-occupied houses in Pipestone County and acquire and remove 6 manufactured homes that were impacted by the 2010 flooding. The grant sponsorship was approved by the County Board earlier this year and the grant agreement was approved in June. Lisa and Michele requested board approval of documents in order to move forward with the grant.

A draft copy of the procedural guidelines was presented and discussed by the board. Consensus of the Board to have Lisa and Michele revise the policies and procedures and bring back to the board for approval at a later date.

Motion by Remund, seconded by DeRuyter to approve a Cooperative Agreement between Pipestone County and the City of Pipestone in support of a small cities development program application effective August 23, 2011. Motion carried unanimously.

Motion by Remund, seconded by Johnson to approve a Section 3 Plan for the County of Pipestone for the Small Cities Development Grant project. This plan is a HUD requirement that would give preference to low and very low income persons or businesses for the contracted work. Motion carried unanimously

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Motion by Remund, seconded by DeRuyter, to approve a Residential, Antidisplacement, Relocation Assistance and Displacement Minimization Plan for the Pipestone County Owner-Occupied Rehabilitation. Motion carried unanimously.

Motion by DeRuyter, seconded by Johnson to adopt Resolution 59-34-11 County of Pipestone Adopted Fair Housing Policy that formally declares the conviction and the intention of the County of Pipestone to further the aims of the Fair Housing Act and to assist the Secretary of Housing and Urban Development for the promotion and assurance of equal opportunity in housing with regard to race, color, religion, sex, handicap, familial status, national origin, or public assistance status. Motion carried unanimously.

ARMER TOWER SITE PURCHASE AGREEMENT-JEFF AND DEBRA BROCKBERG

County Attorney Jim O'Neill presented for approval a purchase agreement for the county of Pipestone to obtain .6428 acres of land located on Jeffrey and Debra Jean Brockberg's land in the Southeast Quarter of Section 9, Township 105. The purchase price for the property will be \$7,713.60. The land is proposed to be used to construct a tower for the County's future participation in the ARMER radio system. Motion by Miller, seconded by Remund to approve the purchase agreement between Pipestone County and Jeff and Debra Brockberg in the amount of \$7,713.60 for .6428 acres of land located in Section 9, Township 105 and described in the purchase agreement and purchase contingent Minnesota Department of Transportation approval of the site and approval by the office of Planning/Zoning Administration. Motion carried unanimously.

SOUTHWEST INITIATIVE FOUNDATION ANNUAL REPORT

Liz Maiers, Development Officer from the Southwest Initiative Foundation joined the meeting to present an update of activities and programs of the Southwest Initiative Foundation during the past year and present a request for consideration in Pipestone County's upcoming budget process.

PERSONNEL UPDATES

County Engineer Dave Halbersma requested approval to advertise for a full-time Motor Grader position in the Ihlen area as a result of the position being open as a result of a pending workers compensation claim. Motion by Miller, seconded by DeRuyter to authorize the advertisement of a full-time Motor Grader Operator. Motion carried unanimously.

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Human Resources Coordinator Cathy Feste requested approval and authorization for signature of the 2010 and 2011 Dakotacare Administrative Services Only (ASO) agreements for the Pipestone County Dental Plan. Motion by Johnson, seconded by Remund, to approve the 2010 and 2011 Dakotacare ASO agreements and authorize signature. Motion carried unanimously.

HR Coordinator Feste requested approval of job descriptions that were presented to the Board at the August 9, 2011 board meeting. The following job descriptions were updated as part of the comparable worth study job description review process: Environmental Administrator, Extension Office Manager, Office Support Specialist (Corrections), and Assistant County Attorney. Motion by Miller, seconded by DeRuyter to approve the aforementioned job descriptions and send to Rod Kelsey for point valuation. Motion carried unanimously.

SHARON HANSON – ADMINISTRATOR

Motion by Miller, seconded by Remund to establish designation account for telephone and postage expenses paid to Pipestone County by the Pipestone County Court Administration in the amounts of \$4,000 for telephone expenses and \$3,000 for postage meter expenses for a total of \$7,000. Motion carried unanimously.

Administrator Hanson requested approval of the final grant application to the Minnesota Historical Society for re-setting of steps for the Courthouse. The total amount of the grant is \$99,000, \$49,500 of which would be provided by the grant, with the remaining amount provided by County match. Motion by Remund, seconded by Johnson to approve the final grant application for the Minnesota Historical Society. Motion carried unanimously.

Hanson presented an overview of the 2012 preliminary budget.

Motion by Remund, seconded by DeRuyter to set the Truth and Taxation Public Hearing for December 8, 2011 at 7:00 p.m. in the Commissioners Room. Motion carried unanimously.

Motion by Miller, seconded by Remund to cancel the December 6, 2011 Road and Bridge Meeting due to a conflict with the AMC Annual Conference. Motion carried unanimously.

FAMILY SERVICES BUDGET DISCUSSION

Family Services Director Nicole Names and Fiscal Supervisor Jenny Van Der Plaats joined the meeting to present information on budget impacts for the 2012 Family Services department budget.

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HOUSEHOLD HAZARDOUS WASTE FACILITY

Environmental Administrator Kyle Krier presented information from Architecture Inc on the construction of a Household Hazardous Waste Facility in Pipestone. The estimate for remodeling and adding and addition to the existing building versus the estimate of new building construction including the removal of the old structure amounted to about \$37,000 difference.

Motion by Miller, seconded by Remund directing Administrator Krier to work with Architecture Inc on the plans for construction of a new building and removal of the current building for the purpose of housing a Household Hazardous Waste Facility. Motion carried unanimously.

COMMITTEE REPORTS

The Commissioners reported on the following committee meetings:

Commissioner Johnson: IT Meeting, Law Enforcement Center Meeting (cancelled), National Park Service picnic, Friends of Casey Jones Trail, Southwest Mental Health, Active Living Family Partnership, Hospital Board Education Session, Southwest Minnesota Opportunity Council.

Commissioner Miller: Regional Radio Board, Building Committee, IT Committee, AMC Policy Committee, Personnel Committee, Soil & Water Conservation District, Southwest Health and Human Services, Personnel Committee

Commissioner DeRuyter: No committee meetings to report for the month

Commissioner Remund: Hospital Plant Operations, Building and Grounds Committee, AMC Policy Committee, Public Safety Committee, Rock/Pipestone Collaborative, SW Mental Health, Home Health & Hospice, Fair Board, Health Insurance Meeting

Commissioner Tinklenberg: AMC Policy Committee, Personnel Committee, AMC Strategic Planning Session & Board Meeting, Health Insurance Meeting, Personnel Committee

Motion by Miller, seconded by Remund to adjourn. Motion carried unanimously.
Meeting adjourned at 12:37 p.m.

Marvin Tinklenberg
Pipestone County Board Chair

ATTEST:

Sharon Hanson
County Administrator

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