

July 9, 2013

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

Motion by W. Johnson seconded by Kooiman to approve the agenda. Yeas: L. Johnson, W. Johnson, Kooiman, Miller. Nay: None: Absent: Remund. Motion carried.

### **CONSENT AGENDA**

Motion by L. Johnson, seconded by W. Johnson to approve the consent agenda as follows:

1. July 2, 2013 Road and Bridge Meeting
2. Commissioner Warrants/Meal Reimbursements in the amount of \$185,619.86 and Hospital Warrants in the amount of \$398,260.62
3. Treasurer's Report June 2013

Yeas: L. Johnson, W. Johnson, Kooiman, Miller. Nay: None: Absent: Remund. Motion carried.

### **PERSONNEL**

Human Resources Coordinator Cathy Feste announced that Audrey Kortz had been hired as a Part-time Jailer/Dispatcher on June 18, 2013 on Step 1 of the Jailer/Dispatcher pay plan.

HR Coordinator Feste requested approval of revised Assessor and Office Assistant/Paramedic job descriptions and to send them to compensation consultant Rod Kelsey for point valuation. Motion by L. Johnson, seconded by Kooiman to approve the Assessor and Office Assistant/Paramedic job descriptions and send them to Rod Kelsey for point valuation.

Yeas: L. Johnson, W. Johnson, Kooiman, Miller. Nay: None: Absent: Remund. Motion carried.

### **LINCOLN PIPESTONE RURAL WATER**

Matt Taubert from the accounting firm of Muelebroeck, Taubert and Co. presented the 2012 financial audit for the Lincoln-Pipestone Rural Water System.

Lincoln Pipestone Rural Water (LPRW) Executive Director Mark Johnson, and LPRW board members Earl DeWilde and Rod Spronk presented an annual update and review and answered questions about the Lincoln Pipestone Rural Water System.

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**HOLLI ARP – 4-H COORDINATOR POSITION**

University of Minnesota (U of M) Regional Extension Director Holli Arp joined the meeting to present information on the 4-H Program Coordinator position that was recently vacated by 4-H Coordinator Lisa Kelly who resigned effective July 5, 2013. Director Arp stated that U of M Extension has begun the set-up the search process and invited representation from Pipestone County Board to participate in the search process if they are interested. Director Arp requested approval of increased hours for 4-H Seasonal Program Assistant Carly Fritz until the 4-H Program Coordinator position is filled. The increased funding for the 4-H Seasonal Program Assistant will be off-set by the reduced expenditures during the time of the 4-H Coordinator vacancy. Motion by Miller, seconded by W. Johnson to authorize full time hours for Seasonal Program Assistant Carly Fritz until the 4-H Program Coordinator position is filled. Yeas: L. Johnson, W. Johnson, Kooiman, Miller. Nay: None: Absent: Remund. Motion carried.

**JOINT POWERS AGREEMENT FOR SOUTHWESTERN MINNESOTA ADULT MENTAL HEALTH CONSORTIUM**

Commissioner W. Johnson presented for approval an amendment to the Joint Powers Agreement for Southwestern Minnesota Adult Mental Health Consortium amending Article III, Section 2, Sub-Section 2 which changes the representation to the Advisory Board and subsequently to the Governing Board to two regions, a northern and a southern, due to the consolidation and pairing of County social service agencies. Motion by W. Johnson, seconded by L. Johnson to approve the amendment to Article III, Section 2, Sub-Section 2 of the Joint Powers Agreement for Southwestern Minnesota Adult Mental Health Consortium changing the representation to the Advisory Board and subsequently to the Governing Board to two regions, a northern and a southern, due to the consolidation and pairing of County social service agencies. Yeas: L. Johnson, W. Johnson, Kooiman, Miller. Nay: None: Absent: Remund. Motion carried.

**KYLE KRIER – GRANT AGREEMENT, MPCA JPA, CONDITIONAL USE PERMITS**

Environmental Administrator Kyle Krier presented the MN Board of Water and Soil Resources Grant Agreement for MPCA County Feedlot Program. Pipestone County will receive \$7,765.00 for performance work completed on feedlots in 2012. Motion by L. Johnson, seconded by Kooiman to approve the acceptance of the \$7,765.00 for the 2012 Performance Credit Allocation which will be applied to the Soil and Water Conservation District budget. Motion

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carried unanimously. Yeas: L. Johnson, W. Johnson, Kooiman, Miller. Nay: None: Absent: Remund. Motion carried.

Administrator Krier requested approval of a Joint Powers Agreement with the Minnesota Pollution Control Agency in which the MPCA will reimburse Pipestone County 75% of the costs for the County to hire an Advanced Inspector to oversee construction of Septic Systems over 2,500 gallons per day. The Advanced Inspector would likely be a contracted inspector versus a county staff member. Motion by L. Johnson, seconded by Kooiman to approve the Joint Powers Agreement with the Minnesota Pollution Control Agency and authorize Treasurer Steve Weets to e-sign the document as needed. Yeas: L. Johnson, W. Johnson, Kooiman, Miller. Nay: None: Absent: Remund. Motion carried.

Administrator Krier presented the Findings of Fact, Conclusions and Recommendations of the Pipestone County Planning and Zoning Commission in the matter of conditional use permit renewal requests from EDF Renewable Energy for meteorological towers located on land owned by Helen Blankers Trust in the South ½ of the NE¼ of Section 18 in Rock Township, land owned by Rupp Construction in the NE¼ of Section 28 of Rock Township, and land owned by Wilhelmina Kuyper in the SE¼ of Section 15 in Rock Township, all in Pipestone County. The conditional use permits for construction of these towers were granted in 2010 for three years with the requirement that they remove the towers or reapply for a conditional use permit every three years.

Motion by Kooiman, seconded by W. Johnson to approve the recommendation by the Pipestone County Planning and Zoning Commission and accept the Findings of Fact, Conclusions and Recommendations for the three conditional use permits to EDF Renewable Energy for three years for the operation of meteorological towers in Rock Township. Yeas: L. Johnson, W. Johnson, Kooiman, Miller. Nay: None: Absent: Remund. Motion carried.

**BILL FOLGER – LASERFISCHE DOCUMENT IMAGING & STORAGE**

Information Technology Coordinator Bill Folger requested approval to purchase the LaserFische software and licensing, hardware, and training for a total of \$34,788.13 with an annual maintenance cost of \$4,861.95. Laserfische is an electronic file storage, retention, and retrieval system that would enable several departments within Pipestone County to significantly

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reduce the amount of paper files and storage. This was an IT budgeted item in 2013. Cost for the product is as follows:

|                    |                                 |                           |
|--------------------|---------------------------------|---------------------------|
| Software           | Laserfische<br>15 user licenses | \$16,863.13<br>\$5,100.00 |
| Hardware           | 2 Canon DR-G1100 Scanners       | \$9,500.00                |
| Training           | 15 hours of training            | \$3,325.00                |
| Annual Maintenance |                                 | \$4,861.95                |

Motion by L. Johnson, seconded by Kooiman to approve the purchase of LaserFische software and licensing, hardware, and training for a total of \$34,788.13 and direct IT Coordinator Folger explore discounts and sales tax deferral options. Yeas: L. Johnson, W. Johnson, Kooiman, Miller. Nay: None: Absent: Remund. Motion carried.

#### **STEVE EWING – COPIER PURCHASE**

EMS Coordinator Steve Ewing requested approval to purchase a shared copier for Emergency Medical Services, Veteran's Service, Emergency Management, and Transit Offices. This was a budgeted item in 2013 and initial costs and maintenance fees will be shared equally between the departments. After receiving bids on five different units, EMS Coordinator Ewing recommends the purchase of a Toshiba E-Studio 4540C from A & B Business Solutions in the amount of \$8,782.00 plus tax. Motion by Kooiman, seconded by W. Johnson to approve the purchase of a Toshiba E-Studio 4540C from A & B Business Solutions in the amount of \$8,782.00 plus tax. Yeas: L. Johnson, W. Johnson, Kooiman, Miller. Nay: None: Absent: Remund. Motion carried.

#### **MARC HALL – GENERATOR PURCHASE, ROOF REPLACEMENT BID, TRANSIT ROUTE UPDATE**

Building and Grounds Maintenance Supervisor/Transit Director Marc Hall requested approval of the purchase of a Generator for back-up power to the ARMER tower located at the Family Services site. Quotes received were as follows:

| Company                  | Generator        | Cost        |
|--------------------------|------------------|-------------|
| Cummins Central Power    | 60Hz-60kw Diesel | \$56,221.97 |
| Cummins Central Power    | 60Hz-80kw Diesel | \$57,866.18 |
| Interstate Power Systems | 60Hz-60kw Diesel | \$67,338.00 |

Quotes received include electrical contractor costs, pouring concrete, setting and wiring of the generator, and getting all permits and inspections. Motion by L. Johnson, seconded by W. Johnson approving purchase of the Cummins 60Hz-80kw Diesel Generator in the amount of

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\$57,866.18. Yeas: L. Johnson, W. Johnson, Kooiman, Miller. Nay: None: Absent: Remund.

Motion carried.

Building and Grounds Supervisor Hall informed the board that the current Law Enforcement Center roof is in need of repair. This will need to be done once the tower currently located on the roof is removed. Buysse Roofing Systems and Sheet Metal, Inc. submitted a bid for the repair of the roof for the sum of \$30,790.00. Motion by Miller, seconded by Kooiman to approve the bid received from Buysse Roofing Systems & Sheet Metal, Inc. for repair of the Law Enforcement Center roof in the amount of \$30,790.00. Yeas: L. Johnson, W. Johnson, Kooiman, Miller. Nay: None: Absent: Remund. Motion carried.

Transit Director Hall provided an update on the Buffalo Ridge Regional Transit Route that is tentatively set to begin is August 5, 2013.

Hall answered questions regarding tree trimming on the Courthouse grounds.

Motion by L. Johnson, seconded by W. Johnson to adjourn. Yeas: L. Johnson, W. Johnson, Kooiman, Miller. Nay: None: Absent: Remund. Motion carried. Meeting adjourned at 11:05a.m.

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Harold (Butch) Miller  
Pipestone County Board Chair

ATTEST:

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Sharon Hanson  
County Administrator