

WASECA COUNTY BOARD OF COMMISSIONERS—DECEMBER 2, 2003

The Waseca County Board of Commissioners met in regular session on Tuesday, December 2, 2003 in the Commissioner's Room, Courthouse, City of Waseca, Minnesota. The following members were present: Wendell Armstrong, Chairperson; Jim Peterson, Rick Morris, Richard Androli and Al Ruhland.

Also present were Bruce Boyce, Coordinator; Joan Manthe, Auditor; Jeff Blue, Highway Engineer; Joyce Oliver, Treasurer; Dennis Dinneen, Veterans Service Officer; Angie Knish, Planning and Zoning Administrator; Jerry Lehman, Assessor; Connie Ruth, State Representative; and Deanna Bendix, News Reporter.

Wendell Armstrong, Chairperson, called the meeting to order at 9:30 a.m. The Pledge of Allegiance was recited.

Peterson moved and Ruhland seconded the motion to approve the minutes of November 18<sup>th</sup> as amended. Motion carried unanimously.

Androli moved and Morris seconded the motion to approve the agenda with small additions. Motion carried unanimously.

Connie Ruth, State Representative, recapped legislation during the last legislative session. She also talked of some issues to come before the legislature in the 2004 session. The board thanked her for updating them on many issues and for visiting the meeting.

Dennis Dinneen, Veterans Service Officer, has received a grant from homeland emergency management for \$12,128.00 and is requesting the purchase of a laptop computer for use in emergency management. Morris moved and Androli seconded the motion to authorize the purchase of a Dell 5150 laptop computer not to exceed \$2,439.81. Motion carried unanimously. Dennis also requested the purchase of a new computer for the web-server for Waseca County Emergency Management. This was put on hold until the Information Technology Department has a chance to review the proposed purchase.

Jeff Blue, Engineer, presented detail about the proposed purchase of a tractor and mower and showed a video of the operation of the twin rotary mower. The board took no action at this time, and advised Jeff to check with a private contractor for mowing needs.

Armstrong introduced the following resolution and moved for its adoption. Ruhland seconded the motion and it was passed by unanimous vote of all members.

RESOLUTION

WHEREAS, Contract 03-2332 has in all things been completed and the County Board being fully advised in the premises,

NOW THEN, BE IT RESOLVED; that we do hereby accept said completed project for and in behalf of the County of Waseca and authorize final payment to Dahle Construction for \$1,242.51.

Androli introduced the following resolution and moved for its adoption. Peterson seconded the motion and it was passed by unanimous vote of all members.

#### RESOLUTION

WHEREAS, contract No. 03001 for CSAH 1, 3, 4 and 11 has in all things been completed and the County Board being fully advised in the premises,

NOW THEN BE IT RESOLVED; that we do hereby accept said completed project for and in behalf of the County of Waseca and authorize final payment of \$87,314.47. This includes one change order in the minus amount of -\$73,311.33.

Jeff informed the board that the Courthouse Park residence has not been rented. The board agreed to lower the rent to \$600.00/month and work with the assessor to appraise the property.

Joan Manthe, Auditor, reviewed the financial audit firms that were interviewed by Waseca, Renville, Fillmore and Jackson Counties. All 4 counties are recommending the firm of Virchow Krause and Company, Minneapolis, MN as the firm best suited to all to do the county audit for the next 3 years. Morris moved and Armstrong seconded the motion to authorize the auditor to sign an engagement letter with Virchow Krause & Company to complete the Waseca County audit and produce the financial statement for a cost not to exceed \$34,561 for 2003 audit; \$36,290 for 2004 audit; and \$38,104 for the 2005 audit. This price reflects a 15% discount given if all four counties sign with Virchow Krause. Any additional accounting assistance required will be billed on a per hour rate with prior approval given by the county. Motion carried unanimously.

Jerry Lehman, Assessor, was also present at this time. Bruce Boyce announced that Sharon Killday Hall has submitted a retirement letter. Morris moved and Armstrong seconded the motion to accept Sharon Killday Hall retirement effective January 2, 2004. Motion carried unanimously.

The labor committee has met concerning a replacement hiring of this position and is suggesting continuing with a full time position. Armstrong moved and Peterson seconded the motion to advertise for a 40 hr. full time position. The motion carried by the following roll call: Morris, yes; Peterson, yes; Ruhland, yes; Androli, no; and Armstrong, yes.

Morris moved and Androli seconded the motion to approve homestead classification to the following for real estate taxes due in 2003. Motion carried unanimously.

Gerald Wolff, Janesville Township

Randy Anderson, New Richland Township

Morris moved and Ruhland seconded the motion to accept a donation of \$150.00 from the Waseca American Legion Post 228 for the Waseca Ag Society for POW/MIA wall at the Waseca Fair. Motion carried unanimously.

Morris moved and Ruhland seconded the motion to authorize the auditor to send out bid forms to legal newspapers for bids for the 2004 legal newspaper to be opened January 2, 2004 and presented to the board on January 6, 2004. Motion carried unanimously.

Bruce Boyce informed the board that the annual Winter Warm-up will be held in Janesville this year on Friday, February 13, 2004.

Bruce also talked with the board about changes in the preliminary budget for 2004. The annual Truth in Taxation hearing is December 4, 2003 at 7:00 p.m.

Larry Collins, County Attorney, presented the prosecution contract between Waseca County and the cities of Waseca, Janesville, and New Richland. Peterson moved and Androli seconded the motion to authorize the chairperson of the County Board to sign this contract for prosecution legal services in the amount of Waseca, \$55,890; Janesville, \$16,104; and New Richland \$6,947 for the 1<sup>st</sup> year payment of a 3 year contract. Motion carried unanimously.

Armstrong brought up an easement issue on County Ditch 44 for proposed construction of an addition on Colony Court. A map has been presented to the auditor, as drawn by the City of Waseca, showing a 4.1' encroachment into the 40' right of way. Armstrong wanted all commissioners to be aware of this map.

Morris moved and Ruhland seconded the motion to approve the auditor, commissioner, human services and expense bills as presented. Motion carried unanimously.

Morris moved and Ruhland seconded the motion to approve the Veterans Service Report. Motion carried unanimously.

Morris moved and Ruhland seconded the motion to adjourn the meeting. Motion carried unanimously.

The next regular scheduled meeting will be December 16, 2003 at 9:30 a.m.

S/ \_\_\_\_\_  
Wendell Armstrong, Chairman  
Waseca County Commissioners

ATTEST:

S/ \_\_\_\_\_  
Joan Manthe, Auditor