

WASECA COUNTY BOARD OF COMMISSIONERS—DECEMBER 16, 2003

The Waseca County Board of Commissioners met in regular session on Tuesday, December 16, 2003 in the Commissioner's Room, Courthouse, City of Waseca, Minnesota. Members present were Wendell Armstrong, Chairperson; Jim Peterson, Rick Morris, Al Ruhland and Richard Androli. Also present were Bruce Boyce, Coordinator; Joan Manthe, Auditor; Dennis Dinneen, Civil Defense Director; and Deanna Bendix, News Reporter.

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

Androli moved and Ruhland seconded the motion to approve the minutes of December 2, 2003 and the minutes of the Truth in Taxation meeting of December 4, 2003. Motion carried unanimously.

Morris moved and Androli seconded the motion to approve the agenda with some miscellaneous additions.

Dennis Dinneen, Civil Defense Director, has met with Judy Hiller, Information Technology, about the purchase and approval of a new server for Civil Defense. Hiller felt this server could also function as a back up server for the county. Peterson moved and Androli seconded the motion to purchase a Dell server for \$4550.00 using AMPG grant funds. Motion carried unanimously.

Bruce Boyce presented the 2<sup>nd</sup> one-half of the County Agency Appropriations and Tax abatement payments. Morris moved and Ruhland seconded the motion to approve the payments as follows: Motion carried unanimously.

2<sup>nd</sup> HALF WASECA COUNTY AGENCY APPROPRIATIONS

(Per 2003 Budget, General Revenue Fund)

Agricultural Society	\$ 23,275.00
Historical Society	24,225.00
Minn. Agricultural Interpretive Center	5,225.00
New Richland Ambulance	1,425.00
Region 9 Small Business Development Ctr	950.00
SE MN Initiative Fund	1,900.00
Soil & Water Conservation District	31,350.00
Southern Minn. Tourism Association	463.12
Tourism Advisory Committee	1,964.12
Waseca Arts Council	3,325.00
Three Rivers RC&D	237.50
Economic Development Assistance	
Janesville	1,900.00
New Richland	1,900.00
Waldorf	950.00

**ECONOMIC DEVELOPMENT TAX ABATEMENTS**  
**2<sup>nd</sup> HALF WASECA COUNTY APPROPRIATION**

REPNET	\$ 1,626.00
NIELSEN CHRYSLER CENTER	2,751.00
DELTA TRUCK	4,500.00
WASECA OPTOMETRIC	536.50
TWIN OAKS	<u>2,839.50</u>
TOTAL:	\$ 12,253.00

Bruce reviewed a Public Health Interpreter contract for the WIC clinic. The contract would be with Kathy Roycraft @ \$20.00/hr in a one year contract. Morris moved and Ruhland seconded the motion to enter into hiring an interpreter for the WIC clinic. The motion was passed by the following roll call: Morris, yes; Peterson, no; Ruhland, yes; Androli, no; Armstrong, yes.

Marilee Reck, Human Services Director, presented the income maintenance and social services report.

The action items for human services are a group of contracts. Morris moved and Ruhland seconded the motion to enter into three mental health contracts with South Central Human Relations Center as follows: 1) a grant agreement to provide services for emergency services, education, adult and child outpatient and pre-petition screening; 2) a contract for an in-home therapist and a life skills worker; and 3) a contract for adult and child mental health case management services. The contract period for all three contracts is 1-1-04 through 12-31-04. Motion carried unanimously.

Morris moved and Androli seconded the motion to authorize the chairperson to sign a contract with MN Valley Action Council for MFIP-ES. This is for MFIP-ES services under the new guidelines implemented in the 2003 legislature. The contract will be for two Employment services counselors; 1 social worker, part time; support services; and administrative costs not to exceed the amount of \$277,845 for the period of July 1, 2003 through December 31, 2004. Motion carried unanimously.

Androli moved and Morris seconded the motion to approve a contract with MN Valley Action Council/Work Force Center contracted with Human Relations Center to provide the social work services through SCHRC for the LIGSS eligible MFIP clientele in an amount not to exceed \$59,382.00 for the period of July 1, 2002 through June 30, 2003.

Androli moved and Morris second the motion to authorize the chairperson to sign a contract with Waseca Medical Center-Mayo Health System, Family Focus for inpatient and outpatient chemical dependency treatment services for the period of 1-1-04 through

12-31-04 at a rate of \$39.60/hr for outpatient and \$198.00/day for inpatient. Motion carried unanimously.

Armstrong moved and Ruhland seconded the motion to authorize the chairperson to sign a contract with ICAN as a SILS provider for 2004 for the period of 1-1-04 through 12-31-04 at a rate of \$25.74/hr and not to exceed \$33,000.00. Motion carried unanimously.

Peterson moved and Ruhland seconded the motion to approve certification standards for Adult Rehabilitation Mental Health Services as required by the Department of Human Services.

Ruhland moved and Morris seconded the motion to approve South Central Human Relations Center as a provider of ARMHS. Motion carried unanimously.

Marilee reported on other activities in the Human Services office.

Jeff Blue, Highway Engineer, introduced Mike Hogan to the board. He has a problem with a culvert on CR 53 and the proposed construction of State Highway 14. Scott Morgan from MN Dept of Transportation was unable to attend. A meeting will be held between the Highway Engineer, DOT Engineer and landowner before the next board meeting on January 6, 2004.

Jeff Blue checked into possibility of having a private entity mow county ditches. He has had no progress. He will meet with townships later this week.

The bids are in for the sale of the tandem truck and two pup trailers. The high bids were accepted. Armstrong moved and Ruhland seconded the motion to award the bidder of the truck to Timm's Trucking for \$22,125.00; the pup trailer bid to McLeod County for \$2,651.00; and the pup trailer with the broken frame to Witte Brothers for \$1,550.00. Motion carried unanimously.

The Courthouse Park residence was discussed. It is been advertised for rent these past few months. Jerry Lehman, Assessor, was also present at this time. The house, garage and shed and 1 acre has been appraised at \$115,000.00. Further research will be done to see if house can be put for sale.

Mary Lou Ihrke, Extension Director; and Lester Kroeger, Extension Committee Member were present. They requested board action on a Memorandum of Agreement with the University of Minnesota for support to the 4-H position. The county will receive support in the amount of \$4,125 for July 1, 2003-December 31, 2003; \$6,250 for January 1, 2004- December 31, 2004; and \$3,125 for January 1, 2005-June 30, 2005. Peterson moved and Morris seconded the motion to enter into the Memorandum of Agreement for the above stated amounts and to authorize the chairperson to sign the agreement. Motion carried unanimously.

Ruhland moved and Androli seconded the motion to enter into a Memorandum of Intent for the Family Nutrition Program. This cost-sharing support of the USDA contract with the U of MN is for the time period of October 1, 2003 – September 30, 2004. Motion carried unanimously.

Morris moved and Ruhland seconded the motion to approve ditch repairs for several ditches for spraying for trees and brush. Motion carried unanimously.

Wayne Cords, Feedlot Officer, presented his feedlot report for the period of January-June 2003. Armstrong moved and Morris seconded the motion to approve the report for submission to the state. Motion carried unanimously.

Bruce Boyce informed the board of the building committee meeting on Monday. He updated the board on the progress with Draftsman Matt Somers with Loon Lake Planning. Peterson moved and Androli seconded the motion to allow Planning and Zoning Office to move from the basement office to the back offices in the East Annex as soon as possible. This will make temporary space in the courthouse for the new prosecutor attorney. Motion carried unanimously.

Morris moved and Armstrong seconded the motion to hire Suzie Root as the Administrative Assistant in the Assessor's Office starting January 2, 2004 at Range B23, Step F, \$16.88/hr. Motion carried unanimously.

This move leaves the Deputy Treasurer position open. The labor committee met early this morning and recommended replacement of this position. Morris moved and Androli seconded the motion to post the opening for Deputy Treasurer for a full time position. Motion carried unanimously.

The Truth in Taxation hearing was completed on December 4, 2003. Board approval of the budget and levy for 2004 is needed. Bruce Boyce distributed a summary by Fund of the budget and levy.

#### 2004 WASECA COUNTY BUDGET SUMMARY

FUND	EXPENDITURES	NON-TAX REVENUE	NET TAX LEVY
Revenue	\$ 6,413,419	\$ 2,657,922	\$ 3,755,497
Road & Bridge	\$ 2,759,270	\$ 1,701,000	\$ 1,058,270
Human Services	\$ 4,467,371	\$ 3,288,927	\$ 1,178,444
Library	\$ 199,295	\$ -	\$ 199,295
Waste Management	\$ 537,289	\$ 537,289	\$ -
Debt Service	\$ 793,893	\$ -	\$ 793,893

Total	\$ 15,170,537	\$ 8,185,138	\$ 6,985,399
% over 2003	-13.2	-23.8	3.6

Morris moved and Ruhland seconded the motion to adopt the above budget and levy for 2004 and to include funding for a Social Worker position; add up to \$20,000 in the Extension Budget for services—money to come from County Program Aid; and establish a Building Fund with a \$28,000 beginning balance. The motion failed by the following roll call: Morris, yes; Peterson, no; Ruhland, no; Androli, no; and Armstrong, yes.

Androli then moved and Peterson seconded the motion to approve the 2004 budget and levy and to include the social worker position, addition to extension budget and building fund creation, but with no Capital Equipment notes as included in the Debt Service Fund. The details of the Capital Equipment note were discussed. Jeff Blue was also present to answer questions. The motion failed by the following roll call: Morris, no; Peterson, no; Ruhland, no; Androli, yes; and Armstrong, no.

Morris moved and Ruhland seconded the motion to adopt the budget of \$15,170,537 and a tax levy of \$6,985,399 for 2004 and to include funding for a Social Worker position; add up to \$20,000 in the Extension Budget for services with the money to come from County Program Aid; and establish a Building Fund with a \$28,000 beginning balance. The motion was passed by the following roll call: Morris, yes; Peterson, yes; Ruhland, yes; Androli, no; and Armstrong, yes.

Morris moved and Ruhland seconded the motion to leave the Commissioner’s salary at the present level for 2004, being \$17,483.00, with the Chairperson receiving \$1,000.00 more. Motion carried by the unanimous vote of all members.

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

#### RESOLUTION

BE IT RESOLVED that the Waseca County Commissioner’s per diem be set as follows for 2004:

A county commissioner may collect one per diem of \$80.00 (a 20% reduction in per diem is in effect during this budget reduction time, making the present per diem amount \$64.00 a day) for each day spent in performing the official duties pertaining to county business as per resolution appointing commissioners to boards and committees. Regularly scheduled county board meetings are exempt for per diems. Per diem bills must be turned in for payment before 90 days after the per diem was incurred.

Androli moved and Ruhland seconded the motion to accept a donation of \$175.00 from the American Legion Post 228, Waseca for the Waseca County Ag Society. A donation was also accepted in the amount of \$100.00 from the American Legion, Post

311, Elysian for the traveling wall to the Waseca County Ag Society. Motion carried unanimously.

The auditor presented a request for 1 year ditch assessments for the 2004 taxes. Peterson moved and Androli seconded the motion to approve the assessments as presented. The following is a listing of approved ditch assessments and the \$ amount to collect. Motion carried unanimously.

<b>2004 Ditch Assessments</b>				
<b>Ditch</b>	<b>Amt Needed</b>	<b>Benefits</b>	<b>% to Levy</b>	<b>\$ to Collect</b>
CD 3	10,000	338,155	4	13,526.20
CD 8 Imp	5,000	63,545	15	9,531.75
CD 8-A	10,000	58,078	20	11,615.60
CD 15-2	9,000	90,958	15	13,638.85
CD 30	4,000	98,937	10	9,893.70
CD 31	2,000	101,871	5	5,093.55
CD 33	4,000	43,874	15	6,581.10
CD 38	5,000	71,138	15	10,670.70
CD 39	3,000	12,760	20	2,552.00
CD 40	8,000	32,230	20	6,446.00
CD 43	10,000	39,936	20	7,987.20
CD 47	3,000	123,471	8	9,877.68
Jt CD 1 BE	5,000	31,364	20	6,272.80
Jt CD 6 Free	5,000	264,529	4	10,581.16
JD 1Steele	2,000	220,690	5	11,034.50
J D 5 Steele	10,000	42,432	20	8,486.40
J D 8	2,000	100,460	5	5,023.00
J D 10	10,000	30,328	20	6,065.60
J D 11	7,000	441,977	5	22,098.85
J D 24	7,000	256,189	5	12,809.45
J D 51	10,000	142,990	10	14,299.00
				204,085.09

The auditor requested a short term loan from the Revenue Fund to Ditch fund in the amount of \$12,800.00. The loan will be repaid to Revenue with 5% interest, as per county policy. Morris moved and Androli seconded the motion to approve the short term loan. The ditch detail is below. Motion carried unanimously.

CD 3	\$4,600.00
CD 15-2	\$2,200.00
CD 39	\$1,000.00
JtCD 1BE	\$2,500.00
JD 10	\$2,500.00
<b>Total</b>	<b>\$12,800.00</b>

Morris moved and Androli seconded the motion to approve the HRA report. Motion carried unanimously.

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

The meeting was adjourned at 12:30 p.m. The next regular scheduled meeting will be January 6, 2004 at 9:30 a.m.

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

ATTEST:

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