

WASECA COUNTY BOARD OF COMMISSIONERS—JANUARY 4, 2011

The Waseca County Board of Commissioners met in the first session of 2011 on Tuesday, January 4, 2011 in the Commissioner's Room, 300 N State St., Waseca, Minnesota. Members present were Jim Peterson, Mike Hintz, Richard Androli, Dan Kuhns and Blair Nelson.

Others present were Todd Bodem, Administrator; Joyce Oliver, Auditor-Treasurer; Drew Amo, News Reporter; Paul Dressler, County Attorney; Nathan Richman, Highway Engineer; Linda Karst, Recorder; Steve Peterson, Court Services Director; Brad Milbrath, Sheriff; Jerry Lehman, Assessor.

The organizational meeting began with Joyce Oliver, Auditor-Treasurer, calling the meeting to order at 9:30 a.m. The Pledge of Allegiance was recited.

Kuhns moved to nominate Mike Hintz as Chairperson. Androli seconded the motion. Motion carried unanimously.

Kuhns moved to nominate Richard Androli as Vice-Chairperson. Peterson seconded the motion and the motion carried by the unanimous vote of all members.

Androli moved and Peterson seconded the motion to nominate Joyce Oliver as Clerk to the Board. Motion carried unanimously.

Chair Hintz asked for public comment. There was none.

Peterson moved and Kuhns seconded the motion to approve the agenda with the deletion of Cindy Bjerke from Department Head Time. Motion carried unanimously.

Androli moved and Kuhns seconded the motion to approve the Consent Agenda as presented. Motion passed unanimously.

- a. There were no minutes to approve.
- b. Approve the Auditor, Commissioner, Human Services and expense bills as presented.
- c. Approve ditch repairs for CD#23, CD#31 and CD#43.
- d. Accept Letter of Resignation from Luke Johnston, Court Services Officer.
- e. Approve purchase of APEX Sketch Program for CAMA to be paid out of Land Records Fund at a cost of \$5,035.00.

Androli moved and Kuhns seconded the motion to approve the appointments to the following boards and committees for 2011. In case members of the committees cannot attend meetings, they may find a substitute commissioner to attend and that commissioner will be eligible for per diem for attending the meeting. The motion was carried by the unanimous vote of all members.

2011 WASECA COUNTY BOARD COMMITTEE ASSIGNMENTS

2011 Chairman: Mike Hintz

2011 Vice-Chairman: Richard Androli

<u>Type</u>	<u>Committee</u>	<u>Delegate</u>
Chairman:	Purchasing Agent	Hintz/Androli
	Extension	Peterson/Hintz
	MN Valley Council of Governments	Peterson/Hintz
	FCI-Community Relations Board	Hintz/Nelson
Internal:	Budget (including Economic Development)	All Commissioners
	Labor Relations/Group Insurance	Androli/Kuhns
	Buildings	Hintz/ Kuhns
	Law Enforcement	Hintz/Androli
	(including Emergency Comm., Security & Domestic Abuse)	
	Health and Human Services	Peterson/Nelson
	Roads and Bridges	Kuhns/Hintz
	Public Health/CHS Advisory	Peterson/Androli
	Planning/Zoning	Hintz/Androli
	Law Library Trustee	Nelson
	County-wide:	Joint City/County Study Committee
Planning/Zoning Commission		Hintz
Joint County Ditch 3 (BE)		Kuhns/Peterson
Joint County Ditch 11		Androli/Peterson
Joint County Ditch 24		Androli/Peterson
Multi-County Solid Waste Comm.		Peterson/Hintz
Road Inspections		All Commissioners
Ditch Inspections		All Commissioners
Neighborhood Service Center		Hintz
Lake & Wetland Advisory Comm.		Peterson/Androli
Senior Citizens Board		Nelson
Township Board Meetings		All Commissioners
City Council Meetings		All Commissioners
School Board Meetings		All Commissioners
County Collaborative		Androli/Hintz
Waseca County Historical Society		Peterson
Waseca/LeSueur Regional Library		Nelson
Waseca Lakes Assoc/Clear Lake Trail		Hintz/Nelson
Waseca Arts Council		Nelson
Ag Society		Peterson/Hintz
Soil & Water		Kuhns/Hintz
Area-wide:	Regional Radio Board	Androli
	Amberfield Place Post-Litigation	Kuhns/Androli
	So Central Multi-County HRA	Hintz/Androli
	Minnesota Valley Action Council	Peterson/Kuhns
	Greater Blue Earth River Basin Alliance	Androli (Kuhns alt.)
	Cannon River Watershed Partnership	Kuhns/Nelson
	MN River Basin Joint Powers Board	Kuhns (Peterson alt.)
	Three Rivers RC & D	Kuhns
	Region Nine Development Commission	Kuhns
	RNDC Solid Waste Advisory	Kuhns
	RNDC Emergency Medical Services	Androli

	RNDC Transportation	Kuhns
	RNDC Small Business Development	Nelson
	So Central Water Planning Project	Nelson
	IMMTRACK	Peterson
	AMC Dist VII General Sessions	All Commissioners
	AMC Dist Policy Committees:	Appointed by AMC
		District VII
	Minnesota Counties Insurance Trust	Nelson
	So Central Human Relations Center	Androli/Peterson
	Highway 14 Committee	All Commissioners
	MN Trans. Alliance-So Chapter	Androli/Nelson
	Southern Minnesota Tourism Assoc.	Kuhns (Nelson alt.)
	South Country Health Alliance	Peterson/Androli
	Retired Senior Volunteer Program	Nelson
	South Central Workforce Council	Peterson
	SEMREX Joint Powers Board	Peterson (Hintz alt.)
State/National:	Association of Minnesota Counties	All Commissioners
	Great Lakes Co. Council Assoc.	All Commissioners
	MN Social Services Assoc.	All Commissioners
	Department of Human Services	All Commissioners
	National Assoc. of Counties	All Commissioners
	National Association of Counties:	
	Western Region	All Commissioners
	MN Transportation Alliance	All Commissioners

Androli moved and Kuhns seconded the motion for the regular board meetings to be held at 9:30 a.m. the 1st and 3rd Tuesdays of each month. Discussion ensued on the pros and cons in scheduling an evening meeting. Motion carried 4-1. Roll call: Nelson, yes; Androli, yes; Kuhns, yes; Peterson, yes; Hintz, no.

Peterson moved and Androli seconded the motion for Blair Nelson to a two-year term on the Library Board and Mary Sack, New Richland, for a three-year term. Motion passed unanimously.

Kuhns moved and Peterson seconded the motion to reappoint Mike Hintz to a one-year term, Russ Frederick, Waseca, to a three-year term and Adam Kestel, Waseca, to a one-year term on the Planning Commission. Motion carried unanimously.

Peterson moved and Androli seconded the motion to reappoint Richard Possin, New Richland, and Duane Rathmann, Waseca, to three-year terms on the Board of Adjustment. Motion carried unanimously.

Lester Kroeger and Sandy Walstrom are members of the Extension Committee and their terms have expired. The Extension Committee is working on replacements and will forward names as they become available.

Androli introduced the following resolution to set per diem and moved for its adoption. Nelson seconded the motion and it was carried by the unanimous vote of all members.

RESOLUTION 2011-1

BE IT RESOLVED, that the county per diem policy be set as follows: \$55.00 per diem rate shall be paid to members of boards and committees when attending a meeting where the member has been appointed to the committee by the Waseca County Board of Commissioners.

Peterson moved and Androli seconded the motion and by unanimous vote of all members, moved to appoint delegates to the Association of Minnesota County as follows: five Commissioners, Auditor-Treasurer, Administrator; and the Engineer.

The Auditor's Office has received two bids for the official legal newspaper for 2011. The bids were read to the board and an index formula worksheet was presented, whereby Kuhns offered the following resolution and moved for its adoption. Androli seconded the motion and it was passed by the unanimous vote of all members.

RESOLUTION 2011-2

BE IT RESOLVED, that the New Richland Star Eagle of New Richland, Minnesota, a legal paper of the County of Waseca, be and hereby is designated the official newspaper to publish the proceedings of the County Board, County financial statements, ordinances, official notices, real estate delinquent tax lists, County Board of Equalization and all other legal notices required by law to be published in the official Newspaper of Waseca County for the year 2011.

BE IT FURTHER RESOLVED that the second publication of the Financial Statement of Waseca County for the year 2011, one insertion, is awarded to the Waseca County News, Waseca MN.

Androli moved and Nelson seconded the motion and by unanimous vote of all members, moved to authorize the County Auditor-Treasurer to payments by Auditor's Warrants, for which the precise amount is fixed by law or authorized by some other person, officer, or tribunal, which include incidental fees, utility bills, salaries, highway department fuel bills, freight, postage, and sheriff's paper service to other counties. Incidental fees include prepayment of expenses for seminars and other county business trips. Further to authorize payment to contractors for work and material in place on the job as certified by the Engineer or Architect except that the final payment on any project be approved by Board action; to authorize payments for bonds and interest payments for the bonded debt fund and for investments. Also, to authorize payments for purchases made by the County Board wherein an amount has been set and entered in the Board minutes. Also, to authorize payment of emergency welfare funds and Social Service funds as an emergency issuance procedure, as prescribed by state and federal law. Also, to refund an application fee and to purchase miscellaneous supplies for the jail as authorized by the jail administrator.

Kuhns moved and Peterson seconded the motion to reimburse mileage for 2011 at the IRS rate (presently 51 cents per mile). The motion carried unanimously.

Androli moved and Kuhns seconded the motion to set the 2011 minimum salary amounts for elected officials as required by law. The motion was carried by the unanimous vote of all members. The minimum amounts are:

County Attorney	\$66,633.42
County Auditor/Treasurer	\$60,942.29
County Recorder	\$49,792.37
County Sheriff	\$66,633.42

Peterson moved and Androli seconded the motion to adopt the resolution to set the salary for County Attorney. The motion was carried by unanimous vote and the following resolution was adopted.

RESOLUTION 2011-3

WHEREAS, Paul Dressler is currently the Waseca County Attorney, having been elected to this position in 2006,

WHEREAS, Minnesota Statute 385.373 Sub.1a provides that the County Board shall set by resolution the salary of the County Attorney, which shall be paid to the County Attorney at such intervals as the Board shall determine, but not less than once each month.

WHEREAS, the Board wishes for the 2011 minimum and actual pay to become effective January 1, 2011,

WHEREAS, the 2010 salary for the Waseca County Attorney was \$93,752.64 based on placement at step D (Old Supervisory Pay Plan) of the Attorney pay scale,

NOW, THEREFORE, BE IT RESOLVED: The Waseca County Board of Commissioners hereby resolves that:

1. The 2011 minimum salary for the Waseca County Attorney shall be \$66,633.42.
2. The 2011 salary for the Waseca County Attorney shall be \$93,752.64 based on a monthly rate of \$7,812.72 from January 2011.

Peterson moved and Kuhns seconded the motion to adopt the resolution to set the salary for County Auditor-Treasurer. The motion was carried by unanimous vote and the following resolution was adopted.

RESOLUTION 2011-4

WHEREAS, Joyce Oliver was the Waseca County Treasurer, having been elected to this position in 1998,

WHEREAS, Joyce Oliver was appointed as Auditor-Treasurer on February 1, 2010,

WHEREAS, Joyce Oliver is currently the Waseca County Auditor-Treasurer, having been elected to this position in 2010,

WHEREAS, Minnesota Statute 385.373 Sub.1a provides that the County Board shall set by resolution the salary of the County Auditor-Treasurer, which shall be paid to the County Auditor-Treasurer at such intervals as the Board shall determine, but not less than once each month.

WHEREAS, the Board wishes for the 2011 minimum and actual pay to become effective January 1, 2011,

WHEREAS, the Springsted study pre-dated the Auditor-Treasurer position, so there was no pay range associated with this position,

NOW, THEREFORE, BE IT RESOLVED: The Waseca County Board of Commissioners hereby resolves that:

1. The 2011 minimum salary for the Waseca County Auditor-Treasurer shall be \$60,942.29.

2. The 2011 salary for the Waseca County Auditor-Treasurer shall be \$74,948.00 based on a monthly rate of \$6,245.67 from January 1, 2011.

Kuhns moved and Androli seconded the motion to adopt the resolution to set the salary for County Recorder. The motion was carried by unanimous vote and the following resolution was adopted.

RESOLUTION 2011-5

WHEREAS, Linda Karst is currently the Waseca County Recorder, having been elected to this position in 2006,

WHEREAS, Minnesota Statute 385.373 Sub.1a provides that the County Board shall set by resolution the salary of the County Recorder, which shall be paid to the County Recorder at such intervals as the Board shall determine, but not less than once each month.

WHEREAS, the Board wishes for the 2011 minimum and actual pay to become effective January 1, 2011,

WHEREAS, the 2010 salary for the Waseca County Recorder was \$63,078.60 based on placement at step D (Old Supervisory Pay Plan) of the Recorder pay scale,

NOW, THEREFORE, BE IT RESOLVED: The Waseca County Board of Commissioners hereby resolves that:

1. The 2011 minimum salary for the Waseca County Recorder shall be \$49,792.37.

2. The 2011 salary for the Waseca County Recorder shall be \$63,078.60 based on a monthly rate of \$5,256.55 from January 1, 2011.

Hintz moved and Androli seconded the motion to adopt the resolution to set the salary for County Sheriff. The motion was carried by unanimous vote and the following resolution was adopted.

RESOLUTION 2011-6

WHEREAS, Brad Milbrath was appointed as Sheriff on December 1, 2010,

WHEREAS, Brad Milbrath is currently the Waseca County Sheriff, having been elected to this position in 2010,

WHEREAS, Minnesota Statute 387.20, Subd. 2 provides that the County Board shall set by resolution the salary of the County Sheriff, which shall be paid to the County Sheriff at such intervals as the Board shall determine, but not less than once each month.

WHEREAS, the County Board is required to consider the extent of the responsibilities and duties of the Sheriff's office and Sheriff Milbrath's experience, qualifications, and performance,

WHEREAS, the Board wishes for the 2011 minimum and actual pay to become effective December 1, 2010,

WHEREAS, included as part of the salary set by the County Board, the sheriff receives hazard pay in addition to the base amounts on the Sheriff's pay scale,

WHEREAS, the 2010 salary for the retired County Sheriff Tim Dann was \$83,657.60 based on placement at step D (old supervisory pay plan) of the Sheriff pay scale and inclusive of hazard pay,

NOW, THEREFORE, BE IT RESOLVED: That after due consideration of the extent of the responsibilities and duties of the Sheriff's office, and Sheriff Milbrath's experience, qualifications, and performance, the Waseca County Board of Commissioners hereby resolves that:

1. the minimum salary for the Waseca County Sheriff shall be \$66,633.42,
2. The 2011 salary for the Waseca County Sheriff shall be \$83,657.60, inclusive of hazard pay and based on a monthly rate of \$6,971.47 from January 1, 2011.

Peterson moved to freeze the commissioner salary at the 2010 level being \$22,170 per year with the chairperson receiving an additional \$1,000. Hintz seconded the motion. Androli commented that he would be in favor of lowering the salary amount and raise the

per diem amount, as the per diems are actual pay for meetings you attend. The motion was carried by the following roll call: Nelson, yes; Androli, no; Kuhns, yes; Peterson, yes; Hintz, yes.

Peterson introduced the following resolution and moved its adoption. Hintz seconded the motion and it was passed by the following roll call: Nelson, yes; Androli, no; Kuhns, yes; Peterson, yes; Hintz, yes.

RESOLUTION 2011-7

BE IT RESOLVED that the Waseca County Commissioner's per diem be set as follows for 2011. A county commissioner may collect one per diem of \$80.00 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 from per diems. Per Diem bills must be turned in for payment before ninety days after the per diem was incurred.

Steve Peterson, Court Services Director, stated that vacancies created by the leaving of Luke Johnston and Charlena Overland, would put a tremendous burden on the staff. He has met with the Labor Committee and the recommendation was to fill the vacancy of a Court Services Officer. Androli moved and Peterson seconded the motion to advertise for the position. Motion carried unanimously.

Having no other business, Kuhns moved and Peterson seconded the motion to adjourn. Motion carried unanimously and the meeting adjourned at 11:06 a.m.

S/ _____
Michael Hintz, Chairman
Waseca County Board of Commissioners

ATTEST:

S/ _____
Joyce Oliver
Waseca County Auditor/Treasurer

The following bills were audited and allowed:

AG POWER ENTERPRISES INC	295.75
AMERICAN LUNG ASSOCIATION	673.99
AMHERST WILDER FOUNDATION	2,246.25
ANCOM COMMUNICATIONS	43,421.46
ASSOC OF MN COUNTIES	892.00
SIDONIA BALKE	13.50

BANKERS ADVERTISING CO INC	596.55
BI INC	62.52
BORN WELL DRILLING INC	105.00
BORNEKE CONSTRUCTION INC	8,597.56
CIT INC	7,883.10
CITY OF MANKATO	14,352.00
KATHLEEN CONNOR	14.25
COPIER BUSINESS SOLUTIONS	478.73
CORPORATE RECOGNITION INC	207.99
CPS TECHNOLOGY SOLUTIONS INC	209.00
DENNIS DINNEEN	18.00
FCI WASECA	1,662.50
FLEX COMM SECURITY	49.16
FLOYD CO SHERIFF'S OFFICE	450.00
G&K SERVICES INC	513.84
GOVERNMENT MANAGEMENT GROUP	3,250.00
GEORGETTE HANSON	193.80
MARK HARGUTH	20.00
LENNY HULBURT	30.00
HYVEE FOOD STORES	250.00
RHONDA JACOBSON	10.00
CITY JANESVILLE	105,142.90
JOBS PLUS INC	138.32
KLINE WELDING INC	2,478.23
LESUEUR CO TREASURER	4,152.06
LEXIS-NEXIS MATTHEW BENDER INC	89.01
MAG'S GARAGE DOOR REPAIR	140.00
MANATRON	3,351.78
MARK BETTERS & ASSOCIATES LTD	130.00
MELISSA MAYO	200.00
MEDIACOM-NEW YORK	1,700.00
CRAIG MILLER	61.00
MN COUNTIES COMPUTER CORP	3,174.79
MN COUNTIES INTERGOVERNMENTAL	2,761.00
MN CRIME PREVENTION ASSOCIATIO	60.00
MN OFFICE OF ENTERPRISE TECHNO	915.00
MSPACE INC	20,611.26
NAPA AUTO & TRUCK PARTS OF WAS	9.96
NORTHLAND CHEMICAL CORP	132.94
NRHEG STAR EAGLE INC	35.00
OLIVER FARM DRAINAGE	1,163.50
PANTHEON COMPUTER SYSTEMS INC	3,075.27
JAMES PETERSON	67.60
PROBUILD-WASECA	79.15
RICE CO SOLID WASTE DEPT	767.15
RIVER BEND BUSINESS PRODUCTS	428.68

RONCO ENGINEERING SALES	286.08
ROYAL TIRE INC	862.48
SCHLAAK DITCHING	3,340.00
SELECTACCOUNT	201.30
JIM SENNE	540.02
SKJVELAND ENTERPRISES	161.60
SMITH TOLLEFSON & RAHRICK	2,176.00
SOFTWARE.HARDWARE.INTEGRATION	6,237.23
SOUTH CENTRAL HUMAN RELATIONS	3,592.12
STEELE COUNTY CLOTHSLINE INC	261.10
STEWART SANITATION	3,004.40
TRADES OFFICE PRODUCTS	1,581.48
US EXTRADITION SERVICES INC	674.10
US POSTMASTER	70.00
WALMART PYMT PROCESSING ATLANT	347.87
WASECA CO PULBIC HEALTH	14,430.71
WASECA COUNTY NEWS (SUBSCRIPTI	48.00
WASECA GLASS INC	262.03
WASECA PROPERTIES INC	192.05
WASTE MANAGEMENT-CAROL STREAM	931.00
WEST GROUP PAYMENT CTR	1,437.50
WHITEWATER WIRELESS INC	3,159.27