

FARIBAULT COUNTY
BOARD OF COMMISSIONERS
OFFICIAL PROCEEDINGS
DECEMBER 17, 2019

The Faribault County Board of Commissioners met pursuant to the recess of December 3, 2019 at the Courthouse in the City of Blue Earth at 9:00 a.m. on December 17, 2019. The following members were present: Bill Groskreutz, Tom Loveall, John Roper, Tom Warmka, and Greg Young Commissioners. County Auditor/Treasurer/Coordinator Darren Esser, County Attorney Kathryn Karjala, Central Services Director Lexi Scholten, and Acting Clerk to the Board Clara Vereide were also present.

The meeting was called to order by Chair Groskreutz. The pledge of allegiance was recited.

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Warmka/Young motion carried unanimously to approve the synopsis and official proceedings of the December 3, 2019 regular and drainage authority meetings.

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Young/Roper motion carried unanimously to approve the amended agenda of December 17, 2019.

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Meeting was recessed to Drainage Authority meeting.

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The calendar was updated. No member of the public appeared during public comment.

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Committee reports were given. Loveall reported on Association of Minnesota Counties (AMC) and Region 9; Roper reported on AMC, SHIP, and MVAC; Warmka reported on AMC and ditch assessments; Young reported on building committee; and Groskreutz reported on HRA, AMC, and MVAC.

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Faribault County Fair Board members Milt Steele, Marlin Prange, and Daryl Murray met regarding budget for fair board and ag society.

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Planning and Zoning Administrator Loria Rebuffoni met regarding office business.

Warmka/Young motion carried unanimously to approve the delegation agreement for grant funding with MPCA.

Warmka/Roper motion carried unanimously to discontinue maintenance fees on conditional use permits with caveat that staff review conditions after two years.

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Veteran Services Officer Jenna Schmidtke met regarding office business. Several members of the public attended.

Young/Roper motion carried unanimously to approve the Proclamation of Faribault County becoming a Purple Heart County.

**PROCLAMATION
A PURPLE HEART COUNTY**

WHEREAS, the County of Faribault in the State of Minnesota has always supported its military Veteran population; and

WHEREAS, the Purple Heart is the oldest military decoration in present use and was initially Created as the Badge of Military Merit by General George Washington in 1782; and

WHEREAS, the Purple Heart was the first American service award or decoration made available to the common soldier and is specifically awarded to members of the United States Armed Forces who have been wounded or paid the ultimate sacrifice in combat with a declared enemy of the United States of America; and

WHEREAS, the Mission of the Military Order of the Purple Heart is to foster an environment of goodwill among the combat-wounded veteran members and their families, promote patriotism, support legislative initiatives, and most importantly---make certain we never forget; and

WHEREAS, Faribault County has a large population of highly decorated Veterans, including many Purple Heart recipients; and

WHEREAS, Faribault County appreciates the sacrifices our Purple Heart recipients made in defending our freedoms and believe it is important that we acknowledge them for their courage And show them the honor and support they have earned.

NOW THEREFORE the Board of Commissioners of Faribault County, Minnesota do hereby proclaim the County of Faribault as

A PURPLE HEART COUNTY

and encourage the citizens of the County of Faribault to show their appreciation for the sacrifices of the Purple Heart recipients have made in defending our freedoms, to acknowledge their courage, and to show them the honor and support they have earned.

Outreach Coordinator Joe Steck from Congressman Jim Hagedorn's office presented a flag that flew over the US Capital and a certificate in honor of our proclaiming Faribault County a Purple Heart County.

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Public Works Director Mark Daly met regarding office business.

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Central Services Director Lexi Scholten met regarding office business.

Roper/Young motion carried to approve a 3% cost of living adjustment for non-union employees effective January 1, 2020; set health insurance premium at \$635.10 per month for single HSA, \$685.00 per month for single Value or Advantage, \$748.02 per month for family or employee plus one for 2020; and contribution of \$3,500 for those enrolled in HSA compatible plan. Commissioner Warmka voted no.

Roper/Loveall motion carried to approve Resolution 19-CB-66 setting 2020 board salary, per diem expense, and authorized committee. Commissioners Roper, Loveall, Roper and Groskreutz voted yes. Commissioner Warmka voted no.

RESOLUTION

WHEREAS, Chapter 301 of Session Laws 1975 provides for a method of determining county commissioner's compensation, per diem and expense allowance; and,

WHEREAS, the resolution establishing the salary, schedule of per diem payments and expense allowances must be adopted by the County Board of Commissioners prior to January 1 of each year to become effective on January 1 of the next following year; and,

WHEREAS, the County Board of Commissioners of Faribault County, after due deliberation and consideration, has determined the annual salary, schedule of per diem payments and expense allowance that will be effective January 1, 2020, and thereafter until changed by resolution of the said Board in a manner as provided by law.

NOW, THEREFORE, BE IT RESOLVED, By the County Board of Commissioners of Faribault County as follows:

1. That the annual salary of each County Commissioner of Faribault County shall be the sum of \$ 21,558.55 beginning January 1, 2020, payable in not less than bi-weekly increments, less deductions as authorized or required by law, and shall be paid to such Commissioner during the interval as he or she is qualified to hold office.
2. That each individual County Commissioner shall be paid a per diem of \$ 80.00 per day, after making application therefore, who, by proper designation for authorization has served on any board, committee, or commission of county government, including committees of the Board, or for the performance of services when required by law for any of the following work, service or activity:

Ad Hoc committees as appointed by the Board Chair and/or Board as necessary
Association of Minnesota Counties committees and meetings
Citizen Advisory committee on Court Services
City and Township meetings with County related business
Comprehensive Water Plan committee
Corrections Advisory
Drainage Authority
Drug Court Steering committee
Economic Development Agency/Local Redevelopment Agency

Emergency Medical Services Joint Powers
Environmental and Resources Management committee
Extension committee
Greater Blue Earth River Alliance
Housing Redevelopment Agency
Human Services Board, Faribault/Martin Counties
Huntley Sewer Service District
Insurance committee
Intergovernmental Relations committee
Investment Advisory committee
Labor Management
Law Library
Library System committee
Mankato Rehabilitation Center Inc.
Minnesota Counties Intergovernmental Trust
Minnesota Energy Task Force
Minnesota Transportation Alliance
Minnesota Valley Action Council
Parks committee
Personnel/Labor Negotiations
Planning and Zoning
Prairieland Solid Waste Board
Public Safety
Public Works committee
Purchasing, Building, and Building Maintenance committee
Region Nine
Roads committee
South Central Community Based Initiative
South Central Minnesota Emergency Communications Board
Transit Board, Faribault/Martin Counties
Veterans Court Steering committee
Weed Control
Wetland Bank committee

For such committee, board or commission work which may be required by law, or which is authorized by the County Board of Commissioners, providing, that such work, service, or activity is authorized by Board action to the performance of such work, service, or activity.

That in addition to the salary and per diems set forth herein, each individual County Commissioner may be paid his or her actual and necessary expenses with mileage set at the Internal Revenue Service rate for necessary travel on official business of the county by private conveyance.

The effective date of this resolution shall be January 1, 2020, and thereafter until changed in the manner provided by law.

Young/Loveall motion carried to set 2020 Mobile device stipend at \$50/month not to exceed recipients' cost. Roper voted no.

Roper/Loveall motion carried unanimously to set meal reimbursement rates at \$11.00 for breakfast, \$13.00 for lunch, and \$25.00 for dinner.

Loveall/Young motion carried unanimously to change Personnel Policy language to reflect that the County will pay the premium for a \$30,000 term life insurance coverage for all benefit eligible employees of Faribault County and discontinue short-term disability income protection.

Warmka/Loveall motion carried unanimously to approve replacing Section 8.5 of the Personnel Policy with the 8.5 Respectful workplace and policy against harassment.

Warmka/Loveall motion carried unanimously to approve and adopt the Faribault County Personnel Policy with the stated changes.

Young motion to approve a resolution accepting a Memorandum of Agreement with IUOE No. 49 without item no. 3 sunset clause, died for lack of second.

Roper/Warmka motion failed to approve resolution accepting a Memorandum of Agreement with IUOE No. 49. Commissioners Roper and Groskreutz voted yes. Commissioner Warmka, Loveall, and Young voted no.

Warmka/Loveall motion carried unanimously to approve the SafeAssure 2020 contract renewal for \$7,244.00.

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Young/Warmka motion carried unanimously to approve Resolution 19-CB-67 authorizing the Auditor/Treasurer and Chief Deputy Treasurer to make electronic payments in 2020. Commissioners Groskreutz, Loveall, Roper, Warmka, and Young voted yes.

RESOLUTION

WHEREAS, Minnesota Statute 471.38, allows for the use of electronic fund transfer as a means of making various payments,

WHEREAS, a local government may make an electronic funds transfer for the following:

- a. For a claim for payment of payroll or investment of excess money;
- b. For a payment of tax or aid anticipation certificates;
- c. For a payment of contributions to pension or retirement fund;
- d. For vendor payments; and
- e. For payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund.

WHEREAS, the County board shall annually delegate the authority to make electronic funds transfers to the County Auditor/Treasurer and the County Chief Deputy Treasurer.

THEREFORE, BE IT RESOLVED, that the Faribault County Board delegates the authority to make electronic funds transfers in 2020 to Darren Esser, Faribault County Auditor/Treasurer and Kathryn Anderson, Faribault County Chief Deputy Treasurer.

BE IT FURTHER RESOLVED, that the County Auditor/Treasurer or Chief Deputy Treasurer will:

- a. provides a certified copy of this resolution to the disbursing bank;
- b. provides a list of all transactions made by electronic fund transfer to the County Board at its next regularly scheduled meeting.

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Roper/Warmka to approve Resolution 19-CB-68 declaring the following funds as “committed” as of the end of 2019: any unassigned and available funds in the Human Services Fund, Public Works Fund, Ditch Fund, and Debt Service Fund that are not non-spendable or restricted according to GASB 54. Commissioners Groskreutz, Loveall, Roper, Warmka, and Young voted yes.

R E S O L U T I O N

WHEREAS, the Faribault County Board of Commissioners has adopted a policy in accordance with Governmental Accounting Standards Board (GASB) #54, *Fund Balance Reporting and Governmental Fund Definitions* and,

WHEREAS, the policy states that committed fund balance classifications include the portion of the fund balance that reflects constraints that the County has imposed upon itself by a formal action of the Board of Commissioners and that this constraint must be imposed prior to yearend but the amount can be determined at a later date,

THEREFORE, BE IT RESOLVED, that the Faribault County Board of Commissioners hereby declares that the following funds be designated as “committed” as of the end of 2019; any unassigned and available funds in the Human Services Fund, Public Works Fund, Ditch Fund, and Debt Service Fund that are not Non-spendable or restricted according to GASB 54.

BE IT FURTHER RESOLVED that the Faribault County Auditor-Treasurer shall determine the dollar amount of said committed funds and include these amounts in the financial statements of Faribault County.

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Warmka/Loveall motion carried unanimously to set bid date at 9:00 a.m. on January 7, 2020 for official 2020 Faribault County newspaper.

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Warmka/Roper motion carried unanimously to authorize County Auditor/Treasurer to pay bills at 2019 years end and report those payments to the Board in January 2020.

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Loveall/Warmka motion carried unanimously to authorize County Auditor/Treasurer to advance funds to ditch accounts with negative balances.

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Loveall/Young motion carried unanimously to approve Resolution 19-CB-69 to authorize the collection and distribution of services fees to the County Attorney. Commissioners Groskreutz, Loveall, Roper, Warmka, and Young voted yes.

RESOLUTION

WHEREAS, Human Services of Faribault and Martin Counties is a separate government entity from Faribault County, and

WHEREAS, the Faribault County Attorney's scope of work does not typically include Human Services of Faribault and Martin Counties, and

BE IT THEREFORE RESOLVED that any attorney services performed by the Faribault County Attorney for Human Services of Faribault and Martin Counties will be reimbursed to Faribault County at the rate of \$79.56 per hour prior to April 1, 2019 and at the rate of \$100.00 on or after April 1, 2019.

BE IT FURTHER RESOLVED, that said reimbursements will then be forwarded to the County Attorney through payroll at the rate of \$50.00 per hour with any balance left remaining in the County General Fund.

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Loveall/Warmka motion carried unanimously to approve amended agreement with Soil and Water Conservation District including payments for GIS and Administrative Assistant services for the period of January 1 to February 29, 2020.

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Warmka/Roper motion carried unanimously to approve the designation of unspent 2019 funds to be spent in 2020 of \$50,000 for the Annex roof replacement in account 01-111-6622 and of \$100,000 for contribution toward the transit building in account 01-335-6399.

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Loveall/Warmka motion carried unanimously to approve Resolution 19-CB-70 amending the 2019 budget. Commissioners Groskreutz, Loveall, Roper, Warmka, and Young voted yes.

RESOLUTION

WHEREAS, the Faribault County Board has considered significant changes in the 2019 Faribault County Budget,

BE IT RESOLVED, that the 2019 operating budget be amended as follows:

\$ 5,000.00	SCM EMS Regional System, 01-005-6245
42,000.00	Special assistant county attorney – need not known at budget creation, 01-061-6105
(91,450.00)	Three Sheriff squad purchases from 2019 to 2018, 01-201-6622
93,735.00	Three Sheriff squad purchases from 2020 to 2019, 01-201-6622

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Loveall/Roper motion carried unanimously to request from B. Gehrking to attend a 2-day U.S. Police Canine Assoc. certification in West Fargo ND.

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Roper/Young motion carried unanimously to approve request from M. Lore to attend a 2-day Watershed Applications of the Agricultural Conservation Planning Framework in St. Cloud.

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Loveall/Warmka motion carried unanimously to approve Resolution 19-CB-71 to encumber unspent voting equipment grant funds. Commissioners Groskreutz, Loveall, Roper, Warmka, and Young voted yes.

RESOLUTION

WHEREAS, Faribault County was awarded \$61,314.46 in grant monies in 2018 from the Office of the Secretary of State for the purchase of voting equipment and,

WHEREAS, \$10,612.12 of said grant monies remain unspent,

THEREFORE, BE IT RESOLVED, that the Faribault County Board of Commissioners hereby declares the unspent funds as encumbered to purchase eligible voting equipment no later than February 28, 2020.

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Young/Warmka motion carried unanimously to pay the following bills:

ACH/EFT warrants for November 1 to November 30, 2019 totaling \$ 735,049.60 as follows:

<u>Date</u>	<u>Amount</u>	<u>Description</u>
11/05/19	372,320.20	Commissioner Warrants
11/07/19	94,559.95	Auditor Warrants
11/14/19	54,992.55	Auditor Warrants
11/19/19	213,176.90	Commissioner Warrants

Auditor warrants for November 1 to November 30, 2019 totaling \$2,329,640.88 as follows:

<u>Date</u>	<u>Amount</u>	<u>Description</u>
11/07/19	347,323.05	Auditor Warrants
11/14/19	1,364,167.72	Auditor Warrants
11/21/19	220,619.06	Auditor Warrants
11/25/19	397,431.05	Auditor Warrants
11/26/19	100.00	Auditor Warrants

Audit list and auxiliary totaling \$ 427,714.60 as follows:

GENERAL REVENUE FUND	\$ 235,828.34
PUBLIC WORKS FUND	64,051.16
DITCH FUND	91,686.36
HUNTLEY SEWER DISTRICT	320.00
FORFEITED TAX SALE FUND	46.00
ADVANCE TAX AND OTHER	625.06
SETTLEMENT AGENCY FUND	30,096.48
NON REV/DISB A	<u>5,061.20</u>
	\$ 427,714.60

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Recessed to 6:00 p.m.

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Truth in Taxation hearing was held at 6:00 p.m.

County Auditor Darren Esser reviewed the budget process.

Present were Craig and Tonia Weir of Delavan and Dick Raimann of Wells.

Young/Roper motion carried unanimously to approve Resolution 19-CB-72 certifying the 2020 County levy and budget. Commissioners Groskreutz, Loveall, Roper, Warmka, and Young voted yes.

R E S O L U T I O N

WHEREAS, the Faribault County Board of Commissioners has considered the financial needs of Faribault County,

BE IT THEREFORE RESOLVED that the budget of Faribault County for 2020 will be set at \$25,930,119 in revenues and transfers, \$25,910,102 in expenditures and transfers.

BE IT FURTHER RESOLVED that a copy of said budget be kept on file in the Office of the County Auditor-Treasurer for public inspection.

BE IT THEREFORE RESOLVED that the levy of Faribault County for 2020 will be set at \$12,387,199 before state aid reductions.

BE IT FURTHER RESOLVED that the levy after reduction of program aid of \$699,300 be appropriated to the proper funds as follows:

General (including library)	\$ 6,895,489.00
Public Works	\$ 1,212,109.00
Human Services	\$ 2,691,396.00
Courthouse Bonds 2020	\$ 65,000.00
Courthouse Bonds 2018	\$ 115,055.00
Jail Bonds	\$ 708,850.00
Total Net Levy	<u>\$ 11,687,899.00</u>

BE IT FURTHER RESOLVED that a certified copy of said levy will be on file with the County Auditor/Treasurer of Faribault County.

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The meeting was adjourned Sine Die.

Bill Groskreutz, Chair

Clara Vereide, Acting Clerk to the Board