

HOUSTON COUNTY

PROCEEDINGS OF THE BOARD

OF COUNTY COMMISSIONERS

Date: Tuesday, September 4, 2018 9:00 a.m.

Place: Commissioners Room, Court-house, Caledonia, MN

Members Present: Jack Miller, Justin Zmyewski, Teresa Walter and Fred Arnold

Presiding: Fred Arnold, Chairperson

Call to order.

Motion was made by Commissioner Walter, seconded by Commissioner Miller and unanimously carried to approve the agenda as amended.

Motion was made by Commissioner Walter, seconded by Commissioner Zmyewski and unanimously carried to approve the minutes of the August 28, 2018 meeting.

Motion was made by Commissioner Walter, seconded by Commissioner Miller and unanimously carried to approve payment of the license center and Human Services disbursements and the following claims:

County Revenue Fund	\$36,565.66
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Road & Bridge Fund	5,868.85
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Total	\$42,434.51
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Motion was made by Commissioner Zmyewski, seconded by Commissioner Walter and unanimously carried to approve the draft Solid Waste Management Plan.

At this time HS Director Pugleasa and PHN Director Marchel met with the Board to discuss the proposed Public Health and Human Services integration and staffing plan.

Following discussion and on the recommendation of both PHN Director Marchel and HS Director Pugleasa, motion was made by Commissioner Miller, seconded by Commissioner Zmyewski and unanimously carried to integrate the Public Health and Human Services Departments.

Motion was made by Commissioner Walter, seconded by Commissioner Zmyewski and unanimously carried to establish an implementation timeline to include formal resolution and initial implementation by December 31, 2018.

Motion was made by Commissioner Zmyewski, seconded by Commissioner Miller and unanimously carried to confirm the proposed integrated department organizational chart which includes the establishment of a single Director for the integrated department, a Public Health Supervisor, and Public Health and Human Services Finance Supervisor.

Motion was made by Commissioner Walter, seconded by Commissioner Zmyewski and unanimously carried to combine the public health accounts into human services fund 11 as of January 1, 2019. This will provide for a clean break.

HR Director Arrick-Kruger requested approval of the Public Health Supervisor Job Description. Motion was made by Commissioner Zmyewski, seconded by Commissioner Miller and unanimously carried to approve the same.

HR Director Arrick-Kruger along with Recorder Bauer requested authorization to initiate a search for a 1 FTE Deputy Recorder. Motion was made by Commissioner Zmyewski, seconded by Commissioner Walter and unanimously carried to approve the same.

Motion was made by Commissioner Miller, seconded by Commissioner Zmyewski and unanimously carried to amend the hire date from September 5th to August 30, 2018 for Jeff Babinski.

HR Director Arrick-Kruger and Assessor Cresswell-Hatleli recommend the classification of Lucas Onstad be changed to Certified Minnesota Assessor (non-income qualified)/B-23, step 1 effective immediately, contingent upon issuance of license by the Minnesota State Board of Assessors. Motion was made by Commissioner Zmyewski, seconded by Commissioner Miller and unanimously carried to approve the same.

On the recommendation of both HR Director Arrick-Kruger and Assessor Cresswell-Hatleli, motion was made by Commissioner Zmyewski, seconded by Commissioner Walter and unanimously carried to approve the classification of Michelle Quinn be changed to Certified Minnesota Assessor (non-income qualified)/B-23, step 3 effective September 4, 2018, contingent upon issuance of license by the Minnesota State Board of Assessors. It was noted Ms. Quinn is currently serving an interim appointment out of class. Motion was made by Commissioner Zmyewski, seconded by Commissioner Walter and unanimously carried to approve the same.

HR Director Arrick-Kruger informed the Board that there has been a resignation of an Assistant County Attorney. The notification was provide to Attorney Jandt per Minnesota Statute and there is no need for Board action to accept the resignation. However, there is a request to initiate a search for an Assistant County Attorney to fill the resulting vacancy which does require Board action. Motion was made by Commissioner Walter, seconded by Commissioner Zmyewski and unanimously carried to initiate a search for an Assistant County Attorney. Attorney Jandt reported civil type cases have increased and an ideal candidate would have good knowledge of contract law and broad civil experience.

The time being 10:19 a.m., motion was made by Commissioner Miller, seconded by Commissioner Zmyewski and unanimously carried to convene a closed session at the request of Attorney Jandt pursuant to M.S. 13D.05 subd 3(b) to discuss ongoing litigation.

Motion was made by Commissioner Miller, seconded by Commissioner Walter and unanimously carried to return to open session at 10:31 a.m.

Attorney Jandt stated the purpose of the closed session was related to Jennifer Egge versus Houston County and coverage information received from the County's Insurance provider. No action was requested.

There being no further business and the time being 10:47 a.m., motion was made by Commissioner Zmyewski, seconded by Commissioner Miller and unanimously carried to adjourn the meeting, the next advertised meeting being Tuesday, September 18, 2018.

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: Fred Arnold, Chairperson

Attest: Michelle Quinn, County Auditor

THE ABOVE PROCEEDINGS OF THE HOUSTON COUNTY BOARD OF COMMISSIONERS IS ONLY A SUMMARY. THE FULL TEXT IS AVAILABLE FOR PUBLIC INSPECTION AT THE HOUSTON COUNTY AUDITOR'S OFFICE AS WELL AS ON THE HOUSTON COUNTY WEBSITE LOCATED AT THE FOLLOWING WEB ADDRESS: <http://www.co.houston.mn.us/>

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