

# COUNTY OF HOUSTON

## PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: Tuesday, January 8, 2019

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present: Jack Miller, Eric Johnson, Teresa Walter and Fred Arnold.

Others Present: Administrator Babinski; Reporter Moorhead; Finance Director Lapham; Auditor/Treasurer Donna Trehus, Ted Hansen, Yvonne Krogstad, Assessor Cresswell, Robert Burns, Personnel Director Arrick-Kruger, Betts Reedy and John Beckman.

Presiding: Administrator Babinski, Chairperson pro tem

Call to order.

Administrator Babinski requested nominations for Chairperson for the year 2019. Commissioner Johnson moved to nominate Commissioner Walter, seconded by Commissioner Miller and carried unanimously. Commissioner Walter nominated Commissioner Johnson for Vice-Chairperson, seconded by Commissioner Miller and carried unanimously.

Commissioner Miller moved, seconded by Commissioner Arnold and unanimously carried, to approve payment of the license center and Human Services disbursements and the following claims:

County Revenue Fund	\$ 94,251.14
Road & Bridge Fund	\$24,080.96
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Total	\$118,332.10
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Commissioner Johnson moved, seconded by Commissioner Arnold and unanimously carried, to approve the minutes of the December 26, 2018 meeting.

Commissioner Johnson moved, seconded by Commissioner Arnold and approved unanimously, to approve conditional Use Permit for Earl and Nancy Emerick to build a cabin.

Commissioner Miller moved, seconded by Commissioner Arnold and approved unanimously, to approve Annual Minimum Salary for Officials Elected in 2019.

Auditor/Treasurer	\$5,000.00
Recorder	\$5,000.00
Sheriff	\$5,000.00
Attorney	\$5,000.00
Commissioner	\$5,000.00

Commissioner Arnold moved, seconded by Commissioner Johnson and approved unanimously, to adopt Resolution 19-01.

### RESOLUTION NO. 19-01

To Use Alternative Method To Disseminate Bids And Requests

WHEREAS, Minn. Statute § 331A.03 Subd. 3(b), allows a county to use its web-site or recognized industry trade journals as an alternative to disseminate solicitations of bids, requests for information and requests for proposals;

NOW THEREFORE, the Houston County Board of Commissioners hereby resolves:

BE IT RESOLVED, that the County of Houston will continue to use the Houston County website, [www.co.houston.mn.us](http://www.co.houston.mn.us) as an alternative means to disseminate solicitations of bids, requests for information, and requests for proposals for transportation related construction and maintenance projects.

BE IT FURTHER RESOLVED, that any dissemination by alternative means must be in substantially the same format and for the same period of time as a publication would otherwise be required under Minn. Statute § 331A.03 Subd. 3.

Commissioner Johnson moved, seconded by Commissioner Arnold and approved unanimously, to Adopt Resolution 19-02.

### RESOLUTION NO. 19-02

BE IT RESOLVED, that under the provisions of Chapter 714, Laws of 1961, duly designated representatives of Houston County shall be authorized to participate in the meetings and activities of their respective State Association by membership therein and attendance at meetings thereof, as contemplated by Statute, and by the provisions of Chapter 529, Laws of 1963; and

RESOLVED FURTHER, That money be appropriated from the County Revenue Fund to defray expenses of such officials in connection therewith, said expenses to be paid upon presentation and allowance of properly itemized claims in an amount not to exceed statute limitations.

Commissioner Arnold moved, seconded by Commissioner Johnson and carried unanimously, to adopt Resolution 19-03.

### RESOLUTION NO. 19-03

BE IT RESOLVED, that the Houston County Board of Commissioners hereby reappoints Dr. R Ross Reichard as County Medical Examiner for three years, being January 1, 2019 through December 31, 2022.

Commissioner Arnold moved, seconded by Commissioner Miller, to approve the following listed appropriations without an additional \$14,400.00 requested for RRSWCD. Motion carried unanimously.

SE Minnesota Initiative Fund	\$3,400.00
SEMAAA	\$2,000.00
SELCO	\$157,190.00
Emergency Medical Service	\$10,000.00
SEMCAC – Transportation Program	\$1,500.00
SEMCAC - Senior & Caregiver Advocacy	\$1,500.00
SEMCAC - Senior Nutrition	\$2,000.00
Historical Society	\$37,500.00
Historical Society - Matching Funds	5,000.00
Southern MN Tourism/Historic Bluff Co	\$952.00
Ag Society	\$20,000.00
Ag Society-Prior Yr Financials Additional	\$ 4,000.00
Bluff Country HRA	\$5,000.00
RRSWCD	\$129,000.00

Commissioner Arnold moved, seconded by Commissioner Miller and carried unanimously, to approve 2018 Budget Amendments to balance 2018 financial records.

Commissioner Johnson moved, seconded by Commissioner Arnold and carried unanimously, to approve the 2019 Board Meeting schedule with regular meetings held the 2st and 4rd Tuesday of each month and strategic planning and workshops on the 1st and 3rd Tuesday of each month. Unless otherwise posted, meetings will be held at 09:30.

Commissioner Johnson motioned, seconded by Commissioner Arnold and approved unanimously, approval of the 2019 Committee Assignments. Commissioner Johnson offered to assume the roles held by his district's predecessor and current members will share duties until the 5th Commissioner position is filled, at which time some assignments might change.

Commissioner Johnson requested that his current County Commissioner salary of \$19,016.34 be reduced to \$7,200.00. He felt that with higher administrative costs and with the increased levy, it would make sense. Commissioner Johnson clarified that he supports the administrative changes the county made and feels that Administrator Babinski is improving the morale with the County employees and will find other cost savings opportunities. Finance Director Lapham cited a State auditor opinion that the Commissioner's salaries need to remain equal across the Board. Commissioner Johnson stated that a decrease in all commissioner's salaries would save the county approximately \$59,000.00. Commissioner Miller commented that he did not choose to do the job based on pay, however based on other counties, Houston County has one of the lowest commissioner salaries. Commissioner Miller felt that based on his education and private business ownership, he has much to contribute to the board. Commissioner Miller reiterated that he was in no way disparaging Commissioner Johnson's request, but stated he would not choose to reduce his salary. Commissioner Miller stated that each year that he has served as commissioner, the salary has not increased. Commissioner Arnold stated that he did not take on the job based on what it paid, however logically speaking it comes out to be about \$15-17 per hr. not including time spent driving, etc. Commissioner Walter felt the salary was sufficient based on the amount of time spent dedicated to County business. The staff agreed to research the possibility of an individual salary reduction. No action taken.

Administrator Babinski opened and read the only printing bid received for calendar year 2019, filed pursuant to advertisement. This is a joint bid for the Spring Grove Herald and the Caledonia Argus.

Official Newspaper for 2019-JOINT BID

Spring Grove Herald & Caledonia Argus) \$6.50 per column inch

Miscellaneous Notices-8.20 No Bid

First Printing of 2018 Financial Statement

Caledonia Argus \$6.30 per column inch

Second Printing of 2018 Financial Statement

Spring Grove Herald \$5.00 per column inch

Publication of Delinquent Tax List

Joint bid Spring Grove Herald/Caledonia Argus \$9.00 per column inch

Commissioner Miller moved, seconded by Commissioner Arnold and unanimously carried, to accept the bid as presented.

Commissioner Miller shared a letter from the La Crescent City Council addressing concerns and processes they would like regarding market values, tax statements and meeting schedules. Commissioner's Miller and Walter along with Assessor Cresswell have both met with the Council Mayor, City Administrator and Finance Director.

Commissioner Arnold talked about looking back at last year and looking ahead. The past year has brought the retirement of several key people within the county, restructuring of departments looking to gain efficiencies and the addition of the County Administrator position. Commissioner Arnold felt the changes should free up the county board to pay more attention to detail, in particular, focusing on the Highway Building project and the Historic Jail.

Commissioner Johnson agrees that the one of the board's goals should be to move forward with plans to build the Highway Building. Commissioner Johnson would like to see a scaled back version, perhaps in phases, to complete the project.

There being no further business and the time being 11:10 a.m., Commissioner Arnold moved, seconded by Commissioner Miller and unanimously carried, to adjourn the meeting.

The next full board meeting being Tuesday, January 22, 2019.

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/>

BOARD OF COUNTY COMMISSIONERS

HOUSTON COUNTY, MINNESOTA

By: Teresa Walter, Chairperson

Attest: Jeffrey Babinski, County Administrator

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