

**HOUSTON COUNTY
PROCEEDINGS OF THE BOARD
OF COUNTY COMMISSIONERS**

Date: Tuesday, January 22, 2019 9:30 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present: Eric Johnson, Teresa Walter and Fred Arnold

Members Not Present: Jack Miller

Others Present: Administrator Babinski; Reporter Moorhead; Finance Director Lapham; Auditor-Treasurer Trehus, EDA Coordinator Allison Wager, Robert Burns, John Pugleasa, Julie Amundson, Maintenance Foreman Pat Burns, Shane McCabe and Barry Colsch.

Call to order.

Commissioner Arnold motioned, seconded by Commissioner Johnson and unanimously carried, to approve the agenda.

Commissioner Arnold moved, seconded by Commissioner Johnson and unanimously carried, to approve the minutes of the January 8, 2019 board meeting and January 15, 2019 Workgroup session.

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

County Revenue Fund	\$ 266,740.49
Road & Bridge Fund	104,275.90
Total	\$370,986.39

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Economic Development Director Allison Wagner presented the annual report for Houston County Economic Development Authority. The Houston County EDA welcomed 2018 with the launch of two foundational projects: 1) A rebranding process complete with a new logo and a functional new website, and 2) the expansion of the Bluff Country Collaborative program, which has grown into a strong partnership program with eight schools, over 50 businesses, and several organizational partners.

The new website, <https://houstoncountymn.com/>, contains tips on starting a new business and tourism. The Bluff Country Collaborative works to inform and prepare students for future job opportunities. The Collaborative is preparing for "Senior Day" on March 15th, in Winona, Mn. Where local entrepreneurs and several business professionals have the opportunity to hold mock interviews and talk to students. The EDA established another goal for 2019 - to work with the U of M Extension and WDI (Workforce Development Inc) to help local farmers looking to find new opportunities on or off the farm. The EDA is also currently working with WDI to find solutions for the shortage of childcare in Houston County. Ms. Wager will be available Tuesdays and Wednesday during regular business hours. Her office is located in the Historic Court House Building in Room 211.

Commissioner Arnold moved, seconded by Commissioner Johnson and unanimously carried, to approve the Annual Ethics Review, Code of Ethics & Statements

Commissioner Johnson moved, seconded by Commissioner Arnold and unanimously carried, to approve the low bid of \$604,321.61 submitted by Minnowa Construction for SAP 028-599-085,

SAP 028-604-036 Bridge Projects on Old Indian Trail Road and CSAH 4 near Spring Grove, MN. Maintenance Foreman Burns recommended approval and indicated the cost factors were all legitimate, despite being slightly above the department's estimate of \$566,390.50.

Minnowa Construction Inc.

Harmony, MN 55939 \$604,321.61

Zenke Inc

La Crescent, MN 55947 \$627,646.40

Icon Constructors, LLC

Mabel, MN 55954 \$634,870.90

Generation X Construction LLC

Rushford, MN 55971 \$677,268.70

Midwest Contracting, LLC

Marshall, MN 56258 \$685,744.00

Landwehr Construction, Inc.

St. Cloud, MN 56302 \$728,079.35

Alcon Construction

Rochester, MN 55904 \$752,937.73

A-1 Excavating Inc.

Bloomer, WI 54724 \$770,549.20

Carl Bolander & Sons

St. Paul, MN 55107 \$863,706.01

Commissioner Arnold moved, seconded by Commissioner Johnson and unanimously carried, to approve Highway Department Budgeted Equipment Purchases. Maintenance Foreman Burns presented the equipment purchases, which included a new motor-grader; new plow truck; and used roller. The used roller allows downsizing the number of trailers and rollers needed with significantly increased capability over the two current rollers, which would be sold. Despite some price variations on some of the equipment, Mr. Burns felt the department would still come in under budget with the purchases requested. Administrator Babinski expressed that the highway department's plow trucks are on a decent 12-year replacement cycle.

The Board authorized, by consensus, the Highway Department to spend up to \$70,000 on a used loader. \$68,000 was originally budgeted for a used loader, but that specific one is no longer available for purchase. Mr. Burns was in contact with a dealer who had two available for under \$70,000, but hadn't received final pricing at the time of the meeting. Once arranged, the purchase will be brought back to the board for formal approval.

Commissioner Arnold moved, seconded by Commissioner Johnson and unanimously carried, to approve the Wildcat Park Management Agreement for 2019.

Commissioner Arnold, seconded by Commissioner Johnson and unanimously carried, to approve Extension Committee Appointments for Kari Alstad, Matthew Feldmeier, and Francis Myhre.

Commissioner Arnold move, seconded by Commissioner Johnson and unanimously carried, to approve the following resolution:

RESOLUTION NO. 19-04

WHEREAS, Donna Trehus holds the elected office of Houston County Auditor/Treasurer.

NOW THEREFORE, BE IT RESOLVED that Donna Trehus, Houston County Auditor/Treasurer, is granted the following powers: Open any deposit or share accounts(s) with Eitzen State Bank in the name of Houston County;

BE IT FURTHER RESOLVED that Donna Trehus, County Auditor/Treasurer, Jeffrey Babinski, County Administrator, and Teresa Walter, Chairperson of the Houston County Board, are hereby granted the following powers: Endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with Eitzen State Bank;

BE IT FURTHER RESOLVED, that the above mentioned powers are granted effective

Retroactive to January 8, 2019.

Commissioner Arnold moved, seconded by Commissioner Johnson and unanimously carried, to approve the 2018 EDA Annual Report.

Commissioner Arnold moved, seconded by Commissioner Johnson and unanimously carried, to approve the 2019 Haulers License Fee rate at \$50/year.

Commissioner Arnold moved, seconded by Commissioner Johnson and unanimously carried, to approve Guardianship Contracts with Catherine Staggemeyer and Danielle Burg.

Commissioner Arnold moved, seconded by Commissioner Johnson and unanimously carried, to approve an annual Contract with Workforce Development for MFIP/DP Employment Services.

Commissioner Johnson moved, seconded by Commissioner Arnold and unanimously carried, to appoint Administrator Babinski as the board's representative for stage 3 labor grievances.

Commissioner Arnold moved, seconded by Commissioner Johnson and unanimously carried, to approve the Classification/Banding of a Solid Waste Coordinator, B-25 (AFSME) to manage the Solid Waste program, supervise drop site employees and keep job sites coordinated.

Commissioner Johnson moved, seconded by Commissioner Arnold and unanimously carried, to appoint Julie Amundson, Environmental Services Clerk, B22, to probationary status, Solid Waste Coordinator, B-25, Step 2, at an hourly rate of \$20.78 (2018 retro) and \$21.40 (2019), effective October 13, 2018.

Commissioner Johnson moved, seconded by Commissioner Arnold and unanimously carried, to approve classification and pay change of Deputy Treasurer, Julie Schleich to Deputy Auditor-Treasurer, B-22, Step-5, at a rate of \$19.60 effective January 7, 2019.

Public Comment:

Mr. Barry Colsch was present to inform the commissioners that he had an interest if there was a need for a contractor to help repair the East Entrance steps in the Historic Courthouse or install guardrails within the County. The commissioners were appreciative of his interests.

There being no further business and the time being 10:20 a.m., Commissioner Johnson moved, seconded by Commissioner Arnold and unanimously carried, to adjourn the meeting. The next advertised full board meeting being Tuesday, February 12, 2019.

BOARD OF COUNTY COMMISSIONERS
HOUSTON COUNTY, MINNESOTA

By: Teresa Walter Chairperson

Attest: Jeffrey Babinski

County Administrator

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