

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

Date: Tuesday, June 26, 2018

9:00 a.m.

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

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

Presiding: Fred Arnold, Chairperson

Call to order.

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

Motion was made by Commissioner Zmyewski, seconded by Commissioner Miller and unanimously carried to approve the minutes of the June 19, 2018 meeting.

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

County Revenue Fund	\$28,351.55
Road & Bridge Fund	52,138.32
Total	\$80,489.87

Motion was made by Commissioner Miller, seconded by Commissioner Zmyewski and unanimously carried to approve the Grant Agreement for the Federal 319 Grant.

Motion was made by Commissioner Miller, seconded by Commissioner Connor and unanimously carried to accept the quote of Innovate and authorize the replacement of the Recycling Center furnace.

Engineer Pogodzinski reported on a Master Agreement for Professional Services with Bolton & Menk, Inc. Motion was made by Commissioner Connor, seconded by Commissioner Zmyewski and unanimously carried to approve the same.

Engineer Pogodzinski reported, unlike the Master Agreement, Work Order No. 1 has financial implications. The Contract establishes terms and costs for a specified project. The total cost of the project is \$205,300, 90% or \$184,770 will be Federal responsibility, 5% or \$10,265 will be State responsibility and 5% or \$10,265 will be Local responsibility. Motion was made by Commissioner Connor, seconded by Commissioner Zmyewski and unanimously carried to approve Work Order #1.

Engineer Pogodzinski recommended approval of the final payment for C.P. 2017-09. Motion was made by Commissioner Connor, seconded by Commissioner Walter and unanimously carried to adopt the following:

RESOLUTION NO. 18-25

NOW, THEN BE IT RESOLVED, That we do hereby accept said completed project for and in behalf of the County of Houston and authorize final payment as specified herein.

Engineer Pogodzinski reported on S.A.P. 028-599-086. On the recommendation of Engineer Pogodzinski, motion was made by Commissioner Walter, seconded by Commissioner Zmyewski and unanimously carried to adopt the following:

RESOLUTION NO. 18-26

NOW, THEN BE IT RESOLVED, That we do hereby accept said completed project for and in behalf of the County of Houston and authorize final payment as specified herein.

Engineer Pogodzinski reported the current sign tracking/inventory software is no longer being supported and there is a need to purchase replacement software. Motion was made by Commissioner Walter, seconded by Commissioner Connor and unanimously carried to accept the low quote submitted by Cartegraph and approve the Purchase Agreement.

HR Director Arrick-Kruger reported the Highway Department had a competitive group of applicants for the Maintenance Specialist vacancy. He hiring committee recommended the hire of Richard Botcher at Step 1 of the B-23-2 comparable worth banding effective July 9, 2018. Motion was made by Commissioner Walter, seconded by Commissioner Zmyewski and unanimously carried to approve the same.

On the recommendation of HR Director Arrick-Kruger, motion was made by Commissioner Miller, seconded by Commissioner Zmyewski and unanimously carried to approve a change in status from probationary to regular for Environmental Specialist Meiners effective July 2, 2018. HR Director Arrick-Kruger along with Sheriff Inglett met with the Board to request the hire of two 67 day Deputy Sheriff's. Motion was made by Commissioner Connor, seconded by Commissioner Walter and unanimously carried to approve the hire of Nathan Klinski as a 67 day temporary Deputy Sheriff at Step 1 of the appropriate comparable worth band.

On the recommendation of HR Director Arrick-Kruger, motion was made by Commissioner Connor, seconded by Commissioner Walter and unanimously carried to hire Kaylee DeFusco as a 67 day Deputy Sheriff at Step 1 of the appropriate comparable worth band.

HR Director Arrick-Kruger along with IT Director Milde met with the Board to discuss UPS systems. There is a need to replace the batteries which bridge power gaps from outage to coverage by the backup generator. Motion was made by Commissioner Walter, seconded by Commissioner Zmyewski and unanimously carried to accept the estimate submitted by Becker & Stemper Electric, LLC in the amount of \$19,300.95 for the replacement of UPS batteries and system re-set.

The time being 9:50 a.m. and pursuant to M.S. 13D.03 subd. 1(b), motion was made by Commissioner Walter, seconded by Commissioner Connor and unanimously carried to go into closed session to consider strategy for labor negotiations. The time being 10:08 a.m., motion was made by Commissioner Miller, seconded by Commissioner Walter and unanimously carried to return to open session. HR Director Arrick-Kruger restated the purpose of the closed session was to consider strategy for labor negotiations. No action was requested at this time.

Motion was made by Commissioner Miller, seconded by Commissioner Walter and unanimously carried to recess the regular meeting in order to reconvene the CBAE meeting from June 19, 2018.

The Board returned to regular session following the adjournment of the CBAE meeting. Assessor Cresswell-Hatleli commented she is supportive of correcting errors and implementing procedures to prevent future errors.

There being no further business and the time being 11:04 a.m., motion was made by Commissioner Miller, seconded by Commissioner Zmyewski and unanimously carried to adjourn the meeting, the next advertised meeting being Tuesday, July 3, 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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