

**FILLMORE COUNTY  
BOARD OF COMMISSIONERS  
ANNUAL MEETING AGENDA  
January 5, 2016**

Fillmore County Courthouse, 101 Fillmore Street - Preston, MN

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Mitch Lentz - First District  
Randy Dahl - Second District

Harry Root – Third District  
Duane Bakke - Fourth District

Marc Prestby - Fifth District

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- 9:05 a.m. Pledge of Allegiance  
Call to order by Bobbie Jo Vickerman, Coordinator/Clerk of the Board  
Election of Board Chair and Vice Chair – Vickerman
- Approve Agenda  
Approve Consent Agenda:
1. December 22, 2015 County Board minutes.
  2. Payment of National Association of Counties’ invoice of \$450.00 (2015: \$450) for 2016 dues.
  3. Payment of Stantec Consulting Services, Inc invoice #990093 in the amount of \$1,693.13 for Greenleafon Community Sanitary Projection professional services for October 31, 2015 through December 4, 2015.
  4. Payment of Association of MN Counties’ invoice of \$10,835.00 (2015: \$10,446.00) for 2016 annual dues.
  5. Payment of Association of MN Counties’ invoice of \$1,246.00 (2015: \$1,201.00) for 2016 MN Association of County Social Service Administrators (MACSSA) annual dues.
  6. Payment of Association of MN Counties’ invoice of \$1,120.00 (2015: \$1,098.00) for 2016 Local Public Health Association (LPHA) annual dues.
  7. Merit increase for Neva Beier, Social Services Manager, to Merit Grade 38/ Step 6(F), effective 12/30/2015.
  8. Approval for Finance Officer Kandace Johnson to attend the MN Association of County Officers (MACO) annual conference with four overnights.
- Approve Commissioners’ Warrants  
Review Auditor’s Warrants
- 9:10 a.m. Shirl Boelter, Auditor/Treasurer
1. Review and consider 2016 County printing bid awards
  2. Review and consider Auditor’s warrant policy in accordance with MS 384.13
  3. Consider request from Cathy Nation and Marine Credit Union to subordinate septic loan position
- 9:20 a.m. Tom Kaase, Sheriff
1. Consider request to sell two (2) 2010 Chevy Impalas at auction
  2. Recognition of D.A.R.E. donations
- 9:30 a.m. Citizens Input
- 9:35 a.m. Brett Corson, Attorney
1. Consider request to extend Lee Novotny contract
- 9:45 a.m. Kristina Kohn, Human Resources Officer
1. Consider request to hire 0.5 FTE RN at Grade 9/Step 1, effective 1/8/16
  2. Consider request of out of class pay for interim Directors of Nursing in accordance with County Policies
  3. Consider request to hire replacement 0.8 FTE Assistant County Attorney at Grade 13/Step 1, effective 2/1/16 as recommended by the Hiring Committee
  4. Consider request to hire intermittent jailer effective 1/11/16 as recommended by the Hiring Committee

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10:00 a.m. Bobbie Vickerman, Coordinator

1. Consider continued participation in SE MN Public Sector, 2016 Don Salverda Leadership Growth Group, with registration fee of \$600, plus the purchase price of selected books

**OTHER ADMINISTRATIVE ITEMS:**

1. Consider annual resolution to dedicate a portion of tax forfeiture receipts to parks in accordance with MS 282.08.
2. Approve 2016 regular County Board meeting day and time.
3. Adopt resolution to set 2016 per diem rate (2015 was \$45).
4. Set 2016 mileage reimbursement rate for use of private vehicle for official County business. (IRS 2016 recommended rate is \$.54 per mile; 2015 rate was \$.575 per mile)
5. Set hourly rate for temporary entry-level office help in appointed offices at Grade 1/Step 1 (\$12.0431/hr.) in accordance with the 2016 non-union pay plan.
6. Adopt Memorial Day Resolution for reimbursement of expenses for veteran organization ceremonies.
7. Authorize elected officials, department heads and division leaders' overnight stays to attend their respective annual professional association Minnesota conferences. (LIST)
8. Consider County payment for flu shots for County employees to be provided as an employee benefit and in the event of flu shot shortages, only those qualifying under MN guidelines would be immunized.
9. Adopt 2016 Committee appointment. (LIST)
10. Consider resolution to use website as alternative method to disseminate bids.
11. Approve 2016 Delegates for Association of Minnesota Counties and Policy Committee Delegates.
12. Consider approval of 2016 contract with Brad Johnson for locating services.

Calendar review, committee reports and announcements

**MEETINGS: (Conference Room 102U, Fillmore County Courthouse unless otherwise indicated)**

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|----------------------|------------|---|
| Monday, January 4    | 9:00 a.m.  | Root River, One Watershed/One Plan , Fillmore County Office Building (FCOB), Conference Rm. 108, 902 Houston Street NW, Preston |
| Tuesday, January 5   | 9:00 a.m.  | County Board – Annual Meeting, Commissioners' Boardroom, Courthouse, Preston  |
| Wednesday, January 6 | 9:00 a.m.  | Southeast MN Water Resources Advisory, MN Pollution Control Agency, Rochester   |
| Friday, January 8    | 10:00 a.m. | Bluff Country Housing and Redevelopment Authority (BCHRA), Annual Meeting, Semcac Office, Rushford                              |
| Monday, January 11   | 8:00 a.m.  | Labor/Management Safety Committee   |
|                      | 9:00 a.m.  | Southeast MN Water Resources Board, Olmsted County Government Center, Rochester   |
|                      | 6:00 p.m.  | Developmental Achievement Center (DAC), Preston   |
|                      | 6:30 p.m.  | Semcac, St. Charles   |
|                      | 7:30 p.m.  | Winnesheik County Solid Waste Agency Joint Powers Board, Decorah  |
| Tuesday, January 12  | 8:00 a.m.  | Department Head/Leadership  |
|                      | 9:00 a.m.  | County Board – Regular Meeting, Commissioners' Boardroom, Courthouse, Preston   |
| Thursday, January 14 | 8:00 a.m.  | Fillmore County Family Services Collaborative, FCOB, Conference Rm. 108, 902 Houston Street NW, Preston                         |
|                      | 8:00 a.m.  | Southeast Emergency Medical Services (SE EMS) Joint Powers Board, Workforce Development, Inc., Rochester                        |