

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: Tuesday, January 2, 2018

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

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

Others Present: Auditor Meiners; Reporters Moorhead; Finance Director Lapham; Yvonne Krogstad; Bruce Kuehmichel; Engineer Pogodzinski; HR Director Arrick-Kruger; Betts Ready; Michael Fields; Maintenance Supervisor Burns; Mechanic McCabe; Social Services Supervisor Moen

Presiding: Auditor Meiners, Chairperson pro tem

Call to order.

Auditor Meiners requested nominations for Chairperson for the year 2018. Motion was made by Commissioner Zmyewski to nominate Commissioner Arnold. The motion was seconded by Commissioner Miller and carried unanimously.

Chairperson Arnold requested nominations for Vice-Chairperson for the year 2018. Motion was made by Commissioner Walter nominated Commissioner Connor. The motion was seconded by Commissioner Zmyewski and carried unanimously.

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

Motion was made by Commissioner Walter, seconded by Commissioner Connor and unanimously carried to approve the minutes of the December 26, 2017 meeting.

File No. 1 - Motion was made by Commissioner Connor, seconded by Commissioner Zmyewski and unanimously carried to approve payment of the license center and Human Services disbursements and the following claims:

County Revenue Fund	\$123,973.44
Road & Bridge Fund	22,235.12

Total	\$146,208.56
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File No. 2 - Bruce Kuehmichel, Caledonia City, stated that the county website gives a date of December 8, 1998 as the adoption date of the Houston County Comprehensive Land Use Plan, and he inquired when it would be updated. Chairperson Arnold stated that this is on the agenda. Mr. Kuehmichel brought up concerns regarding the proposed expansion of a mine operated by Skyline materials.

Michael Fields, Winnebago Township, expressed his concern regarding the zoning ordinance as it relates to mines and the 40 acre limit.

File No. 3 - HR Director Arrick-Kruger and Social Services Supervisor Moen requested approval of the assignment of Michelle Massman as a full-time probationary Forensic Social Worker at Step 4 of the C-41 band, being a rate of \$23.28 per hour, effective January 22, 2018. Motion was made by Commissioner Walter, seconded by Commissioner Zmyewski and unanimously carried to approve the same.

Motion was made by Commissioner Zmyewski, seconded by Commissioner Miller and unanimously carried to approve a competitive search for the position of Child Support Officer, B24.

File No. 4 – Engineer Pogodzinski, Maintenance Supervisor Burns and Mechanic McCabe met with the Board and requested authorization to purchase the following equipment:

Sprayer Unit	\$27,192.00
Plow Truck	\$259,834.27
Mechanic’s Truck with box	\$123,606.40
Loader	\$18,223.15
Survey Truck with box	\$48,601.56
Inspector Truck	\$28,685.46
4 Storage containers, 20’ long	\$15,400.00
Trimble R10 GPS Unit	59,388.30

Motion was made by Commissioner Miller, seconded by Commissioner Zmyewski and unanimously carried to approve the purchase of a sprayer unit in the amount of \$27,192.00

Motion was made by Commissioner Connor, seconded by Commissioner Walter and unanimously carried to approve the purchase of a plow truck and box in the amount of \$259,834.27.

Motion was made by Commissioner Connor, seconded by Commissioner Walter and unanimously carried to approve the purchase of a mechanic’s truck and box in the amount of \$123,606.40.

Discussion was held regarding the request to purchase a skid loader. Motion was made by Commissioner Connor and seconded by Commissioner Walter to approve the purchase. Chairperson Arnold inquired about the possibility of leasing a loader. Mr. Burns stated that he checked into this possibility, however, it was more feasible to take advantage of the buy-back program. He indicated that the county would have a year to decide whether to purchase a warranty or to take advantage of the buy-back program. Chairperson Arnold stated that he was not comfortable making a decision on this purchase at this time, and asked that it be tabled. Commissioners Connor and Walter agreed to withdraw their motion and second.

Motion was made by Commissioner Connor, seconded by Commissioner Walter and unanimously carried to approve the purchase of a survey truck and box in the amount of \$48,601.56.

Motion was made by Commissioner Connor, seconded by Commissioner Walter and unanimously carried to approve the purchase of an inspector's truck in the amount of \$28,685.46.

Motion was made by Commissioner Zmyewski, seconded by Commissioner Walter and unanimously carried to approve the purchase of 4 storage containers in the total amount of \$15,400.00.

Motion was made by Commissioner Connor and seconded by Commissioner Walter to approve the purchase of a Trimble R10 GPS unit in the amount of \$59,388.30. The motion carried with Commissioner Miller voting in the negative.

Commissioner Miller inquired whether the county is saving money, since there was no snow in December. Further, he inquired what the technicians are doing. Engineer Pogodzinski and Maintenance Supervisor Burns reported that staff has been doing a lot of cleanup around the yard, hauling sand, getting things prepared for winter, and brush clearing along the road ditches. They are saving on over-time so far, due to the mild winter. Commissioner Zmyewski inquired whether the county is required to purchase the salt that was bid out, if it is not needed. Engineer Pogodzinski responded that we are required to purchase 80% of the salt that was bid. If it is not all used, it can be stored until needed, and the amount of salt bid can be reduced next year.

File No. 5 – The time being 10:00 a.m., the printing bid for calendar year 2018 filed pursuant to advertisement, was opened and read. It was noted that this is a joint bid for the Spring Grove Herald and the Caledonia Argus.

Official Newspaper for 2018

Spring Grove Herald & Caledonia Argus)

\$6.00 per column inch

Miscellaneous Notices

No Bid

<u>First Printing of 2017 Financial Statement</u>	
Caledonia Argus	\$6.00 per column inch
<u>Second Printing of 2017 Financial Statement</u>	
Spring Grove Herald	\$5.00 per column inch
<u>Publication of Delinquent Tax List</u>	
Joint bid Spring Grove Herald/Caledonia Argus	\$6.00 per column inch

Motion was made by Commissioner Zmyewski, seconded by Commissioner Miller and unanimously carried to accept the bid as presented.

File No. 6 - Motion was made by Commissioner Walter, seconded by Commissioner Zmyewski and unanimously carried to set the minimum salaries for offices to be elected in 2018 as follows:

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

File No. 7 – Motion was made by Commissioner Walter, seconded by Commissioner Connor and unanimously carried to adopt the following resolution:

RESOLUTION NO. 18-01

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 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.

File No. 8 – Motion was made by Commissioner Walter, seconded by Commissioner Zmyewski and unanimously carried to adopt the following resolution:

RESOLUTION NO. 18-02

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.

File No. 9 – Motion was made by Commissioner Walter, seconded by Commissioner Connor and unanimously carried to approve the 2018 appropriations as follows:

2018 APPROPRIATIONS

SE Minnesota Initiative Fund	\$3,400.00
SEMAAA	\$2,000.00
SELCO	\$151,144.00
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 Maximum
Southern MN Tourism//Historic Bluff Country	\$951.00
Agricultural Society	\$20,000.00
Agricultural Society –	\$4,000.00
Bluff Country HRA	5,000.00

File No. 10 – Placed on file was a proposed advertisement for filling vacancies on the Board of Adjustment. Motion was made by Commissioner Walter, seconded by Commissioner Zmyewski and unanimously carried to approve the same.

File No. 11 – Discussion was held regarding the County Board meeting schedule for 2018. The possibility of convening the evening meeting at 5:00 p.m., instead of 5:30 p.m. was discussed. The possibility of holding the evening meeting on the 4th Tuesday instead of the 3rd

Tuesday of each month was also discussed. After discussion, it was agreed to keep the schedule the same as in 2017 with a meeting at 9:00 a.m. the first and fourth Tuesday of each month, and an evening meeting at 5:30 p.m. on the third Tuesday of each month.

Discussion was held regarding the terms of Larry Hafner and Ed Hammell on the Planning Commission which expired on 12/31/2017. Commissioner Zmyewski felt these positions should be advertised. It was agreed that the policy will be reviewed at the next meeting. Motion was made by Commissioner Walter, seconded by Commissioner Miller and unanimously carried to reappoint Larry Hafner and Ed Hammell to the Planning Commission for two months, with the terms to expire 2/28/2018.

File No. 12 – Motion was made by Commissioner Walter, seconded by Commissioner Miller and unanimously carried to approve 2018 committee appointments.

Commissioner Miller provided an update with regard to plans for a new hotel and convention center in La Crescent.

Chairman Arnold reported that he spoke with a representative of the Association of Minnesota Counties AMC who stressed the importance of drafting a good job description for the position of Coordinator/Administrator. Chairman Arnold stated that he has 8 job descriptions from counties. Commissioner Walter questioned whether adding this position would have to wait until 2019, since the levy was reduced for 2018. Commissioner Zmyewski responded that this should not be a driving factor, since there are other potential savings and the county has millions of dollars in the general fund. Discussion was held regarding the possibility of holding a retreat to further discuss this proposed position. It was agreed to hold a retreat at 9:00 a.m. on Tuesday, January 30th, with the location to be determined.

Discussion was held regarding a meeting being held by the Census Bureau on January 24th from 10 a.m. to 4:00 p.m. in Rochester. Commissioner Connor and Commissioner Walter volunteered to attend.

Yvonne Krogstad expressed concern over the equipment purchases which were approved today. She felt there may be a duplication of equipment for the Highway Department and the Surveyor's Office.

Motion was made by Commissioner Miller, seconded by Commissioner Walter and unanimously carried to place on file the following items from the consent agenda:

File No. 13 – Correspondence to payroll regarding various board actions.

There being no further business and the time being 11:20 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, January 16, 2018.

BOARD OF COUNTY COMMISSIONERS
HOUSTON COUNTY, MINNESOTA

By: _____
Fred Arnold, Chairperson

Attest: _____
Charlene Meiners, County Auditor

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: Tuesday, January 16, 2018

5:30 p.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

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

Others Present: Auditor Meiners; Reporter Moorhead; Yvonne Krogstad; Bruce Kuehmichel; Wayne Stenberg & Cindy Vitse – Semcac; Emily Johnson & Eldon Pohlman-Houston County Agricultural Society; HS Director Pugleasa; Personnel Director Arrick-Kruger

Presiding: Fred Arnold, Chairperson

Call to order.

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

Motion was made by Commissioner Walter, seconded by Commissioner Connor and unanimously carried to approve the minutes of the January 2, 2018 meeting.

File No. 1 - Motion was made by Commissioner Miller, 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	\$126,918.65
Road & Bridge Fund	8,919.42

Total	\$135,838.07
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File No. 2 – Wayne Stenberg and Cindy Vitse, representing Semcac, met with the Board. Wayne reported that the Caledonia Senior Dining site is now located at Elsie’s Restaurant. Semcac provided 14,062 meals at the various senior dining sites in Houston County in the last year, as well as 8,285 meals on wheels. He also reported on the energy assistance program. Cindy Vitse reported on the Housing Rehab Loan Program, the Minnesota Fix-up Fund, and DEED’s Small City Fund. Semcac also staffs Bluff Country HRA. They would like to do a housing study, as this is useful when applying for funding. Wayne Stenberg reported on the Food Shelf Program, the Family Planning Program, the Transportation Program and the Volunteer Driver

Program. This last year Semcac received an award from Workforce Development as one of the best places to work in Minnesota.

File No. 3 – Emily Johnson and Eldon Pohlman, representing the Houston County Agricultural Society, met with the Board and presented their annual report. They requested that the County approve issuance of \$4,000.00 matching funds, in addition to their annual appropriation. Eldon Pohlman stated that they are now a 501C3 organization. He is hopeful that they will be moving forward with a building project. They have attended several fair conventions recently and received a lot of information. Discussion was held on changes that have been made to the Houston County Fair. Motion was made by Commissioner Walter, seconded by Commissioner Connor and unanimously carried to approve the additional \$4,000.00 matching funds.

Personnel Director Arrick-Kruger reported that a 50 year contract for the Agricultural Society to lease the fairgrounds in the amount of \$10.00 per year has been drafted. The contract for the property adjacent to the Highway Department that is currently used for parking is only for one year, due to the ongoing discussion regarding the county highway building project. It was agreed that this would be placed on the agenda for approval at the next meeting.

Discussion was held regarding the proposed building project. Emily Johnson reported that they received a donation in the amount of \$80,000.00.

File No. 4 – HS Director Pogleasa requested approval of a contract with Ability Building Center for community based employment for people with disabilities. Motion was made by Commissioner Walter, seconded by Commissioner Miller and unanimously carried to approve the same.

File No. 5 – HS Director Pogleasa requested approval of a contract with Erik Sievers for clinical supervision for the social workers. Motion was made by Commissioner Walter, seconded by Commissioner Zmyewski and unanimously carried to approve the same.

File No. 6 - HS Director Pogleasa requested approval of a contract with Hiawatha Valley Mental Health Center. Motion was made by Commissioner Connor, seconded by Commissioner Walter and unanimously carried to approve the same.

File No. 7 – HS Director Pogleasa requested approval of a regional contract with Olmsted County for a CD Navigator Program. Motion was made by Commissioner Miller, seconded by Commissioner Walter and unanimously carried to approve the same.

File No. 8 – HS Director Pogleasa requested approval of a Child Welfare and Juvenile Justice Screening Grant from the State of Minnesota for child respite. Motion was made by Commissioner Connor, seconded by Commissioner Walter and unanimously carried to accept said grant.

File No. 9 – Personnel Director Arrick-Kruger requested approval of a change in employment status for Tessa Diepenbrock from probationary to regular status effective January 17, 2018.. Motion was made by Commissioner Walter, seconded by Commissioner Zmyewski and unanimously carried to approve the same.

File No. 10 – Motion was made by Commissioner Connor, seconded by Commissioner Zmyewski and unanimously carried to approve an Application for Exempt Permit on behalf of Golf Caledonia, Inc. for gambling activities to be held at Ma Cal Grove Country Club, and to adopt the following resolution:

RESOLUTION NO. 18-03

BE IT RESOLVED that the Houston County Board of Commissioners does hereby approve the Minnesota Lawful Gambling Application for Exempt Permit on behalf of Golf Caledonia, Inc. for gambling activities to be conducted at Ma Cal Grove Country Club in Caledonia Township, with no waiting period.

File No. 11 – Discussion was held regarding a request to appoint a commissioner to serve on the Hiawatha Valley Resource Conservation & Development Council. After discussion, it was agreed to table this matter for further review.

Discussion was held regarding the Planning Commission. Chairperson Miller stated that he and Commissioner Connor have conflicts on Thursday night, however, they could alternate meetings. Motion was made by Commissioner Miller, seconded by Commissioner Zmyewski and unanimously carried to appoint Commissioners Arnold and Connor as co-representatives on the Planning Commission.

File No. 12 - Discussion was held regarding two positions on the Planning Commission which were up for reappointment this year. Motion was made by Commissioner Zmyewski, seconded by Commissioner Miller and unanimously carried to advertise the two vacancies.

Chairperson Arnold stated that he requested the Highway Department Building Project be placed on the agenda as an action item. He indicated that we are almost exactly where we were a year ago. Further, he felt the process has not moved forward much since 1993. He talked to Engineer Pogodzinski a few weeks ago about modifying the process in order to get things moving. Chairperson Arnold suggested that we seek out some different ideas on building configuration and the use of the property. He felt the property is not conducive to a large rectangular building. At this point, by Board action, the county is locked into building on the current location. He indicated that, if we can't find any way of utilizing this location for a viable structure, there is a problem. Commissioner Zmyewski stated that the biggest problem he has seen over the years is the stonewalling by the Highway Department. He also felt the Board needs to give more direction on the project. Motion was made by Commissioner Miller, seconded by

Commissioner Zmyewski and unanimously carried to appoint Chairperson Arnold and Commissioner Connor as the official members of the Highway Department Building Committee, with the understanding that they shall be empowered to meet with any individual or group to move the process forward, they are to report to the board on a monthly basis as to who they met with and the substance of the meetings, and land acquisition issues shall be discussed in closed session.

Commissioner Walter reported that the EMS and Workforce Development meetings were cancelled due to bad weather. Also, she and Commissioner Connor will attend the census meeting being held in Rochester.

Commissioner Zmyewski stated that the Bluff Country HRA meeting was cancelled due to the lack of a quorum. Also, Engineer Pogodzinski contacted him because some of the flyers are interested in putting together an airport committee again. He indicated that this committee previously consisted of all flyers and was very once-sided. He would like to see a committee that has more checks and balances in place.

Commissioner Miller reported on a HVMHC meeting he attended.

Commissioner Miller reported on an EDA meeting held recently. Chairperson Arnold stated that the EDA Board would like to see the county hire a full-time EDA person. He indicated that the current CEDA person is doing an excellent job.

Chairperson Arnold reported on Water Planning meetings which he has attended.

Discussion was held regarding the county board retreat. It was agreed it would be held at 9:00 a.m. on January 30th. Commissioner Zmyewski suggested holding it out of county. Discussion was also held regarding holding it in La Crescent.

Bruce Kuehmichel, Caledonia City, requested clarification as to what the responsibilities of the members of the Highway Department Committee are. Commissioner Miller responded that they are the official members of this committee; they shall be empowered to meet with any individual or group to move the process forward; they are report to the board on a monthly basis as to who they met with and the substance of the meetings; and land acquisition issues shall be discussed in closed session.

Bruce Kuehmichel suggested that the Board call a hearing on alleged violations at the Skyline Winnebago quarry.

Motion was made by Commissioner Zmyewski, seconded by Commissioner Connor and unanimously carried to place on file the following items from the consent agenda:

File No. 13 - Correspondence to Payroll regarding reassignment of Michelle Massman as Forensic Social Worker

File No. 14 - Correspondence regarding various committee appointments

File No. 15 - Correspondence to La Crosse County regarding tons delivered to Xcel

File No. 16 – Correspondence regarding the award of the 2018 printing bid

There being no further business and the time being 7:27 p.m., motion was made by Commissioner Zmyewski, seconded by Commissioner Miller and unanimously carried to adjourn the meeting, the next advertised meeting being Tuesday, January 23, 2018.

BOARD OF COUNTY COMMISSIONERS
HOUSTON COUNTY, MINNESOTA

By: _____
Fred Arnold, Chairperson

Attest: _____
Charlene Meiners, County Auditor

PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: Tuesday, January 23, 2018

9:00 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

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

Others Present: Auditor Meiners; Reporter Moorhead; Finance Director Lapham; County Attorney Jandt; Engineer Pogodzinski; Environmental Services Director Frank; Zoning Administrator Lacher; Ken Tschumper

Presiding: Fred Arnold, Chairperson

Call to order.

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

Motion was made by Commissioner Miller, seconded by Commissioner Zmyewski and unanimously carried to approve the minutes of the January 16, 2018 meeting.

File No. 1 - Motion was made by Commissioner Zmyewski, 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	\$ 71,238.72
Road & Bridge Fund	20,818.13

Total	\$ 92,056.85
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Ken Tschumper, La Crescent Township, stated that he is not optimistic with regard to zoning in Houston County. He expressed his concern regarding a hearing held on behalf of Bruening Rock Products for a Conditional Use Permit.

File No. 2 - Engineer Pogodzinski met with the Board to continue the discussion from January 2, 2018 regarding the purchase of a loader. They are recommending purchasing a loader from Bobcat of the Coulee Region in the amount of \$62,723.15, less the trade in of a John Deere loader in the amount of \$44,500.00, for a net cost of \$18,223.15. Commissioner Zmyewski stated that he would like to postpone this decision, as he would like to share information with the rest of the board. Chairperson Arnold stated that he met with Highway Department staff

regarding the spec sheet and he understands why this machine was being recommended over other models. However, if there is more information he is willing to delay this purchase. Motion was made by Commissioner Zmyewski, seconded by Commissioner Miller, and unanimously carried to table this matter until the next meeting.

File No. 3 – Engineer Pogodzinski reported that the Board previously approved the purchase of a mechanic’s truck from Mike Motors, off the state bid. It was discovered that Mike Motors did not receive the state contract for that particular truck. The correct vendor is Dodge of Burnsville in the amount of \$47,360.55 including tax. This is approximately \$1,900.00 less than the previously awarded contract. Motion was made by Commissioner Walter, seconded by Commissioner Connor, and unanimously carried to approve the same.

File No. 4 – Engineer Pogodzinski reported that, per union contract, the county is responsible for a DOT physical every 1 to 2 years. The County contracts with both Mayo Clinic and Gundersen so that rates are set. He had planned to have an agreement with Gundersen approved today, however, he would like to table this until a later date.

File No. 5 – Engineer Pogodzinski reported that S.A.P. 28-612-013 provides for the reconstruction of part of C.S.A.H. #12 with replacement of bridge no. 8161 with a culvert. Prior to proceeding with the project, he is asking the Board to approve and accept Houston County Right of Way Plat No. 72. Motion was made by Commissioner Connor, seconded by Commissioner Zmyewski and unanimously carried to adopt the following resolution:

RESOLUTION NO. 18-04

APPROVING AND ACCEPTING HOUSTON COUNTY RIGHT OF WAY PLAT NO. 72 FOR RECONSTRUCTION PROJECT SAP 028-612-013

WHEREAS, Houston County desires to improve and reconstruct that part of C.S.A.H. 12, located 0.07 miles Southwest of the Junction with State Trunk Highway 44/76, with the Replacement of Bridge No. 8161 with Culvert No. 28J46 and Approach Grading Project identified as SAP 028-612-013; and

WHEREAS the Houston County Highway Department and the Houston County Surveyor have prepared Houston County Right of Way Plat No. 72 to identify and delineate the right of way and easements required for this project; and

NOW THEREFORE BE IT RESOLVED that Houston County approves and accepts Houston County Right of Way Plat No. 72 as designating the definite location of that part of C.S.A.H. 12 located in located in Section 24, Township 102 North, Range 6 West, as presented on this date, January 23, 2018, and authorizes it to be filed of record with the Houston County Recorder.

BE IT FURTHER RESOLVED that Fred Arnold, County Board Chairperson, is hereby authorized to execute and sign the certification statement on said plat on behalf of Houston County.

File No. 6 - Engineer Pogodzinski reported that he met with a group of individuals who would like to reinstate the Airport Commission. We are in the process of updating the Airport Layout Plan and Master Plan, and he felt it would be good to have input from the flyers. There was an Airport Commission in place a few years ago, but it was disbanded. He would like to see representation from county employees, the County Board, and flyers. Commissioner Zmyewski stated that the last Airport Commission was made up of mostly flyers, and he felt there was too much self-interest involved and the Airport Commission was mostly a lobbying group. If this is reinstated, he felt this should consist of a more diverse group. Commissioner Miller stated that he was involved with the Airport Commission previously, and he concurs with Commissioner Zmyewski's comments. Chairperson Arnold inquired as to the size of the Commission. Commissioner Zmyewski recommended keeping it small, and suggested two Commissioners, Engineer Pogodzinski as Airport Manager, two flyers, and EDA representation. Chairperson Arnold stated that we hear that an expanded airport would benefit local businesses, so he would like to have someone representing business, one person representing tourism, a couple of flyers, Engineer Pogodzinski, and one or two Commissioners. Commissioners Zmyewski and Connor indicated that they felt Caledonia City should be represented. It was agreed to put this on the agenda for the first meeting in February.

File No. 7 – Zoning Administrator Lacher reported that the Federal Emergency Management Agency (FEMA) and the Minnesota Department of Natural Resources (DNR) have been in the process of updating the floodplain mapping for Houston County. Preliminary maps were provided in December 2014 and January 2016 showing much of the Sheldon area included in the floodplain. In August of 2016, with the support of the DNR, the County appealed the mapping of the Sheldon area. Based on the appeal, FEMA has revised the preliminary mapping, reducing the amount of area included in the floodplain which will affect approximately two dozen buildings in the Sheldon area. The preliminary maps are not yet effective, and are estimated to take effect during the first half of 2018. The County will have to formally adopt the maps into the Zoning Ordinance at that time.

Environmental Services Director Frank reported that he works with the MN Department of Agriculture to obtain revolving loan funds for fixing up feedlots, updating septic systems, dealing with abandoned wells, etc. The funding comes initially from the federal government to the state, and counties makes application for funding. This year he is requesting a grant of just over \$410,000.00. The funding will be made available in low interest loans, which will be paid back to the state. He indicated that his department works with the Soil and Water Conservation District on this program.

File No. 8 – Environmental Services Director Frank requested approval of Haulers Licenses for calendar year 2018. Motion was made by Commissioner Walter, seconded by Commissioner Connor, and unanimously carried to approve the issuance of the following licenses:

Richard's Sanitation

Collection & Transportation License
Intermediate Solid Waste Disposal Facility License

Waste Management

Collection & Transportation License

Hilltoppers

Collection & Transportation License

Harter Quick Clean-up

Collection & Transportation License

Midwest Roll Off, Inc.

Collection & Transportation License

Two Guys & A Dumpster

Collection & Transportation License

Schoh Trucking

Collection & Transportation License

Comstock Trucking

Collection & Transportation License

Wilhelm Trucking

Collection & Transportation License

Houston County Recycling Center

Collection & Transportation License
Intermediate Solid Waste Disposal Facility License

File No. 9 – Environmental Services Director Frank requested approval of a five year contract with Winona County for the Household Hazardous Waste Program. The contract has been reviewed and approved by the County Attorney. Motion was made by Commissioner Walter, seconded by Commissioner Connor and unanimously carried to approve the contract.

Environmental Services Director Frank stated he is in the process of developing an informational brochure that will be made available to the public which will list the dates of the Household Hazardous Waste collection for the next two years. In 2018 the dates are as follows: May 24th at the Recycling Center in Houston, July 12th at the Fairgrounds in Caledonia, and August 23rd at the Hokah Fire Station. In 2019 collections will be held in the La Crescent and Spring Grove areas.

Environmental Services Director Frank reported that the fluorescent bulb collection will be held on April 7th at the dump sites.

Environmental Services Director Frank reported that the employee hired recently in his department serves as Agricultural Inspector, in addition to other duties. The Township Association has requested an educational meeting on weed identification and enforcement. They are working with Extension who will be hosting an educational session on February 13th from 1:00 to 3:30 p.m. in the Justice Center Conference Room.

Discussion was held regarding the proposed contract with the Houston County Agricultural Society. There is a concern that the 1.83 acre area used as parking for the fair may be needed for a building project. The proposed lease, as written, is a 50 year agreement, with the 1.83 acre area being a year to year lease arrangement. The concern was raised that even having this area tied up for a year at a time could impact a building project. After discussion it was agreed that the lease will be tabled until the next meeting.

Commissioner Walter reported that she received a call from a resident who feels items disposed of at the drop sites should be available for re-use. She also reported that she is involved with a well testing program, and results came back with no concerns. She also received a call from a citizen with concerns regarding the levy and the position of County Administrator.

Commissioner Connor reported that he and Chairman Arnold met with Engineer Pogodzinski regarding the proposed Highway Department building project. They had a very good discussion and are looking at options. It was initially thought that a hydraulic study was required, however, Engineer Pogodzinski feels he has a good handle on this and that approximately an acre would be required for water retention. Also, the question came up as to whether the 22 acre site by the high school could be used for storage. It was agreed that this was not a good idea. Brief discussion was held regarding the potential for utilizing one of the satellite shops for storage. Discussion was also held regarding the possibility of selling the 22 acre parcel of land.

Commissioner Zmyewski inquired where we are at regarding the issue of allowing individuals to scavenge items from the drop sites for reuse. It was pointed out that an individual in La Crescent is collecting and refurbishing tools that are disposed of at the La Crescent drop site and they are being donated to Haiti.

It was agreed that the County Board retreat will be held at 9:00 a.m. on Tuesday, January 30th, at Corky's Pizza, 25 South Walnut Street, La Crescent. It was agreed that agenda items would include, but not be limited to, the position of County Administrator, reuse of the historic jail, and the Highway Department building project.

It was agreed that Commissioners Walter, Arnold and Miller will attend the AMC Legislative conference.

It was agreed that Commissioners Walter, Arnold and Miller will attend the AMC Legislative Conference February 28th and March 1st.

File No. 10 - Motion was made by Commissioner Miller, seconded by Commissioner Zmyewski and unanimously carried to go into closed session pursuant to MN Statute 13D.05, subd.3(b) for the purpose of discussing a budget appeal filed by the Houston County Auditor vs. Houston County Board of Commissioners appealing Resolution 17-59.

Motion was made by Commissioner Miller, seconded by Commissioner Connor and unanimously carried to reconvene in open session.

County Attorney Jandt reported that it was consensus of board members that he will continue to represent the County Board in this matter.

Motion was made by Commissioner Walter, seconded by Commissioner Zmyewski and unanimously carried to place on file the following items from the consent agenda:

File No. 11 – A public notice regarding Planning Commission vacancies

There being no further business and the time being 11:04, motion was made by Commissioner Zmyewski seconded by Commissioner Miller and unanimously carried to adjourn the meeting, the next advertised meeting being Tuesday, February 6, 2018.

BOARD OF COUNTY COMMISSIONERS
HOUSTON COUNTY, MINNESOTA

By: _____
Fred Arnold, Chairperson

Attest: _____
Charlene Meiners, County Auditor