

**LYON COUNTY BOARD OF COMMISSIONERS
APPROVED MINUTES
COMMISSIONERS ROOM 1 & 2
LYON COUNTY GOVERNMENT CENTER
February 19, 2013**

9:00 a.m. Pledge of Allegiance to the Flag;

Present: Commissioners Anderson, Goodenow, Ritter, Sanow, and Stensrud. Also present: Auditor Treasurer Moberg, County Attorney Maes. Absent until 10:00am: County Administrator Stomberg.

Approve Agenda

Additions: Consent Agenda Subordination agreement Septic Lien

Ritter moved to accept agenda with additions, seconded by Stensrud. All voted in favor, motion carried.

Identify any Conflict of Interest- none identified

| | Per Diems | Expenses |
|----------|------------------|-----------------|
| Anderson | \$ 230.00 | \$ 50.85 |
| Goodenow | \$ 100.00 | \$ |
| Ritter | \$ 90.00 | \$ |
| Stensrud | \$ | \$ |
| Sanow | \$ 180.00 | \$ |

Consent Agenda:

1. Approve Minutes from February 5, 2013
2. Approve Commissioner Warrants 32407- 132458 dated 02/07/13 in the amount of \$1,253,054.24.
3. Approve Auditor Warrants 32407- 132458 dated 02/07/13 in the amount of \$1,253,054.24.; Warrants 132470 - 132484 dated 02/14/13 in the amount of \$42,206.47.
4. Approve Per Diems & Expenses
5. Liquor license renewal/Sunday liquor license – Cottonwood County Club
6. Subordination Agreement- State Farm/Aufenthie

SUBORDINATION AGREEMENT

Date: _____

FOR VALUABLE CONSIDERATION, the undersigned, LYON COUNTY, MINNESOTA, having a principal place of business of 607 WEST MAIN STREET, MARSHALL, MN 56258, hereby subordinates the lien on real property in Lyon County, Minnesota, described as follows:

The East 862 feet of the South 697 feet of the Southeast Quarter (SE ¼) of Section 2 Township 111 Range 42.

which is evidenced by a Note and Septic System Lien dated **November 12, 2008**, and filed for record **November 24, 2008**, as Document # **178939**, in the office of the County Recorder of Lyon County, Minnesota to a subsequent lien evidenced by:

- a. A Mortgage from **State Farm Bank, F.S.B.** with a principal place of business at **P.O. Box 419001 St. Louis, MO 63141** to **Charles Aufenthie** in an amount not to exceed **\$310,000** , filed for record as Doc. # _____ in the Office of the Lyon County Recorder;

Stensrud moved to approve consent agenda items 1-6, seconded by Goodenow. All voted in favor, motion carried. (A copy of the signed subordination agreement is on file in the County Administrator's office.)

Resolutions/Contracts

1. SWHHS Cooperative Agreement

The purpose of the Welfare Fraud Investigator is to conduct investigations of alleged or suspected violations of public assistance, laws, rules, or regulations. In order to meet this purpose, this agreement establishes procedures for the provision of services to SWHHS by the Lyon County Sheriff's office. The contract is valid from 1-1-2013 through 12-31-2013. SWHHS shall pay \$30,000.00 to the Lyon County Sheriff's office for the services of the Welfare Fraud Investigator.

Goodenow motioned to approve the Cooperative Agreement between SWHHS and the Lyon County Sheriff's office, seconded by Ritter. All voted in favor, motion carried.

(The signed Cooperative Agreement between SWHHS and Lyon County Sheriff in its entirety is on file at the Lyon County Administrator's office.)

Resolutions Contracts continued;

1. Professional Service Agreement- RJF

Consider award of the professional services agreement with RJF, a Marsh & McLennan Agency.

Murray, Redwood, SWHHS, and Lyon County met February 8 and unanimously selected RJF to assist the group of counties to go out for bid for health insurance late summer of this year. The cost of this contract is \$14,000. RJF will bill Lyon County monthly \$2,333.33 and we will in turn bill our partner counties their proportionate share. Costs of this project will be split based on the number of benefit eligible employees. Summary is \$14,000 for Phase I, divided by the number of contracts for each participating entity. We have 128 contracts at \$20 each. Lyon County is responsible for approximately \$2,560.00.

Stensrud motioned to join into the Professional Service Agreement with RJF Marsh & McLennan Agency, seconded by Goodenow. All voted in favor, motion carried.

(The Professional Service Agreement – RJF in its entirety is on file at the County Administrator's office.)

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2. Cost Allocation Plan

At the January 15 board meeting the board asked for more background regarding the cost allocation plan including the possibility of working with other counties within SWHHS in doing a joint contract. Because Lyon County is the fiscal agent, Lyon County receives the indirect cost allocation, not the participating counties so no collaborating contract opportunity exists. Below is an excerpt from an email from the MAXIMUS contact which explains a bit of the history we have with the company:

From Don Workman, MAXIMUS, "AMC is no longer involved in any pricing or any other work on cost allocation plans. They used to work with billing counties, along with other administrative duties, and were compensated for their efforts. AMC discontinued that agreement - I'm guessing about 6-7 years ago, and counties work directly with us on contracts and billing. MAXIMUS is still a platinum member of AMC, however. We base our prices on the amount of work required for a specific county. One of the board members had asked about negotiations for several counties, but they are now all handled on an individual basis. Some have larger fees than our price for Lyon County, and some are a little smaller. Over the years our contract price was reduced from \$7,800 in FY 2005 and prior when the AMC agreement was in place, to \$5,160 in FY 2006, and finally down to \$4,000 for FY 2009-11. Like everyone, our cost of doing the work has gone up in the past few years, but due to various efficiencies, we are able to do high quality work, and not raise our fees. I also feel the extra IV-D court administration money you are receiving due to our efforts makes us the best value for your consulting dollar."

Government Management Group (GMG) was contacted for a proposal. GMG consists of Dennis Pond and Tom Godwin, both former MAXIMUS employees, both of which have worked on Lyon County's cost allocation report in the past. The proposal costs are:

MAXIMUS: \$4,000 each of the three years
GMG: \$3,950 each of the three years

As it is a profession services contract, the county is not bound to select the lowest bid. Lyon County has used Maximus in the past. Lyon County is the only county that gets this second bid as we are the fiscal host for this. We spend approximately \$4,000 and receive approximately a \$20,000 benefit. GMG and Maximus are the two main groups in MN. Price is \$3,950 and \$4,000 respectively and staying with Maximus would possibly be beneficial from a continuity standpoint. GMG is from Lakeville, MN, Maximus is from Ohio. **Moberg**: I have audited both and there is no difference.

Stensrud motioned to enter into an agreement with cost allocation with GMG for \$3,950.00, seconded by Ritter. All voted in favor, motion carried.

(The signed Cost Allocation Agreement with Government Management Group is on file at the County Administrator's Office.)

Suhail Kanwar

2013 EQUIPMENT BUDGET - ACTUAL COST

| | |
|----------------------------|--------------------|
| TANDEM TRUCK | |
| INTERNATIONAL | \$198,373.29 |
| | |
| 3/4 TON PICKUP - CREW CAB | |
| DODGE | \$30,379.13 |
| | |
| 1/2 TONE PICKUP - CREW CAB | |
| DODGE | \$29,601.68 |
| | |
| 1/2 TON PICKUP - REG CAB | |
| DODGE | <u>\$22,391.63</u> |
| | |
| TOTAL | \$280,745.73 |
| | |
| ACTUAL BUDGET AMOUNT | \$310,000.00 |
| | |
| REMAINDER OF 2013 CAPTIAL | |
| PURCHASE BUDGET | \$29,254.27 |

Low bid Pre-design for Camden Bike Trail project

Accept Low bid for Pre-design work for Camden Regional Bike Trail project. Also, allow Public Works Director to sign this contract.

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FEBRUARY 13, 2013
REQUEST FOR PROPOSAL - PRE-DESIGN FOR CAMDEN REGIONAL
TRAIL

| COMPANY NAME | AMOUNT |
|---------------------|------------|
| BOLTON & MENK, INC. | \$4,300.00 |
| WSB AND ASSOC., INC | \$5,250.00 |
| BOLLIG, INC | \$8,400.00 |

This work is required in order to enter in a contract with DNR to receive Legacy grant for designing and building bike trail project.
Goodenow motioned to accept low quote for Pre-Design by Bolton and Menk, seconded by Sanow. All voted in favor, motion carried.

Low bid for Tandem Truck

Accept Low bid for purchase of a Tandem Diesel Truck for Highway Department.

FEBRUARY 12, 2013 TANDEM DIESEL TRUCK

(with box, hoist, hydraulic equipment and snow removal equipment)

Olson & Johnson
Marshall, MN

| | |
|------------------------------------|---|
| Truck Make and Model | 2013 International 7600 Towmaster Edge - 146RC |
| Dump Body - Make and Supplier | |
| Tandem Diesel Truck Bid | \$110,200.00 |
| Dump Body, Hoist & Hyd. System Bid | \$68,178.00 |
| Snow Plow Equipment Bid | \$35,388.00 |
| Less Trade-in | (\$27,500.00) |
| 6.5% MN Sales Tax | \$12,107.29 |
| Total Amount of Bid | \$198,373.29 |

Delivery Date: End of March

| | |
|--|------------|
| Extended Warranties: 36 mo/300,000 mi/10800 hr | \$1,000.00 |
| 60 mo/200,000 mi/7200 hr | \$1,200.00 |
| 60 mo/250,000 mi/9000 hr | \$1,500.00 |
| 60 mo/300,000 mi/10800 hr | \$1,800.00 |

Stensrud motioned to purchase the Tandem Diesel Truck at \$198,373.29 with the second option of the 60 month 200,000 mile or 7,200 hour warranty for a total of \$199,573.29. **Ritter:** this will put the vehicle in the county hands by the first of April? **Suhail:** yes. All voted in favor, motion carried.

Low bid for Pick-ups

Accept Low bid for purchase of pick-ups for Highway Department.

FEBRUARY 12, 2013

PICK-UP QUOTES

| | 1/2 TON REG CAB | 1/2 TON CREW CAB | 3/4 TON CREW CAB |
|------------------------|------------------|------------------|------------------|
| LOCKWOOD MOTORS | | | |
| 2013 CHEVROLET | \$24,921.00 | \$35,612.54 | \$32,027.75 |
| DELIVERY DATE | 90 DAYS | 30 DAYS | 90 DAYS |
| WARRANTY | 3/36 - 5/100,000 | 3/36 - 5/100,000 | |
| 2013 DODGE | \$22,391.63 | \$29,601.68 | \$30,379.13 |
| DELIVERY DATE | 90 DAYS | 90 DAYS | 90 DAYS |
| WARRANTY | 3/36 - 5/100,000 | 3/36 - 5/100,000 | 3/36 - 5/100,000 |
| KRUSE MOTORS | | | |

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| | | | |
|--|--|--|--|
| 2012 GMC DELIVERY DATE WARRANTY | NONE | \$31,526.19 IMMEDIATELY 3/36 - 5/100,000 | \$32,229.16 IMMEDIATELY 3/36 - 5/100,000 |
| 2013 GMC DELIVERY DATE WARRANTY | \$30,612.61 IMMEDIATELY 3/36 - 5/100,000 | NONE | NONE |

Recommendation is to take low bid from Lockwood Motors. Two trucks are for county use, one is for highway/engineering department.

Ritter motioned to accept low bids from Lockwood Motors on the 2013 Dodges; ½ ton regular cab for \$22,391.63, ½ ton crew cab for \$29,601.68, ¾ ton crew cab for \$30,379.13 seconded by Sanow. All voted in favor, motion carried.

Suhail: For Board information, the Capital Purchase budget account has \$29,254.27 remaining.

Paul Henriksen-Continue discussion of Contract for Sale of Carbon Credits

The Board reviewed the terms of the updated contract.

Goodenow motioned to approve the Contract for Sale of Carbon Credits, seconded by Ritter. All voted in favor, motion carried.

(The Contract for Sale of Carbon Credits is on file at the County Administrator's office.)

Moberg/Stomberg-Accountant II – AT position

Authorize internal posting, conditional offer to hire an Accountant II position for the Auditor/Treasurer Office.

The retirement of Paula VanOverbeke on February 28, 2013 will leave a vacancy for an Accountant II position. Staff is requesting an internal search be conducted first to see if there is interest in a promotional or lateral transfer.

Anderson motioned to authorize posting internally for Accountant II position internally, seconded by Stensrud. All voted in favor, motion carried.

Anderson-Release of Information

Authorize board chair to sign a release of information from Blue Cross Blue Shield to RJF – Marsh McLennan Agency. In connection with the data gathering process require to get a proposal from other health insurance carriers, RJF will need to obtain certain claims data from BCBS from our group's history. As RJF is not the agent of record, a release of information letter will need to be prepared and signed. Action by the board authorizing the chair to sign the letter is requested.

Sanow motioned to approve to sign release of information seconded by Stensrud. All voted in favor, motion carried.

Meeting Schedule

2/19/13.....JD 6 in Fairview Township 3:30 p.m. CR 1&2

3/5/13..... Regular Commissioner Meeting 9:00 a.m. CR 1&2

Commissioner Reports

Goodenow: 4H interview update, Library Board update. The current librarian is out now; the requests will be forthcoming to the board when the librarian returns. The Cottonwood Library will also have requests when the moving process is underway or completed.

Ritter: Surplus equipment for sale on website did not occur. The sale was held outside of the website and I am asking the board if we want this to be the accepted procedure.

Sanow: Amateur Sports Facility design committee update. Fair Board update and sponsorship ideas for the fair. Also, Lyon County does not have a midway carnival, outside of an offer that does not currently have credentials. We are looking at inflatables which will mean more work and manpower. Transit Board update: \$139,000 has been spent and this does a huge service for the area/city. The City of Marshall is going to move forward with the storage with impound for police department and may have more room for county storage. I agree with Commissioner Ritter, we gave direction for the sale of surplus equipment and this should have been completed as the board directed.

Anderson: Viewers update, Capital visit with Senators on 2/18/13 went well. Thursday slated to meet with representatives. Possible alternate dates discussed. Discussion about possibly meeting legislators in their districts.

10:15am Ritter motioned to move to closed meeting pursuant to Minn. Stat. § 13D.05 Subd. 3 (c), (3) for Land Negotiation, seconded by Stensrud. All voted in favor, motion carried.

10:31am Motion made by Goodenow, seconded by Stensrud to move out of closed session. All voted in favor, motion carried.

Board meeting is recessed until after the JD 6 Meeting at 3:30pm.

WARRANTS FOR PUBLICATION

Warrants Approved On 02/19/13 for Payment on 2/7/13

| <u>Vendor Name</u> | <u>Amount</u> |
|--------------------------------------|---------------|
| CHIPPEWA COUNTY SHERIFF | \$ 5,580.00 |
| COMPUTER PROFESSIONALS UNLIMITED INC | 4,165.26 |
| GREAT PLAINS NATURAL GAS CO | 8,579.70 |

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| | |
|---------------------------------------|-----------------|
| JACKSON COUNTY SHERIFF'S OFFICE | 410,771.67 |
| LAC QUI PARLE COUNTY SHERIFF'S OFFICE | 21,238.30 |
| LINCOLN COUNTY SHERIFF | 39,161.13 |
| MARSHALL AREA CHAMBER OF COMMERCE | 3,000.00 |
| MN DEPT OF TREASURY | 7,134.00 |
| PIPESTONE COUNTY | 217,282.02 |
| RENVILLE COUNTY EMERGENCY MANAGEMENT | 40,000.00 |
| SW WC SERVICE COOPERATIVES | 104,036.00 |
| TOWNSHIP OF AMIRET | 17,097.27 |
| TOWNSHIP OF CLIFTON | 16,843.57 |
| TOWNSHIP OF COON CREEK | 19,662.57 |
| TOWNSHIP OF CUSTER | 15,046.54 |
| TOWNSHIP OF EIDSVOLD | 17,650.70 |
| TOWNSHIP OF FAIRVIEW | 22,268.50 |
| TOWNSHIP OF GRANDVIEW | 47,614.76 |
| TOWNSHIP OF ISLAND LAKE | 14,054.52 |
| TOWNSHIP OF LAKE MARSHALL | 24,840.39 |
| TOWNSHIP OF LUCAS | 16,386.60 |
| TOWNSHIP OF LYND | 22,798.75 |
| TOWNSHIP OF LYONS | 15,658.80 |
| TOWNSHIP OF MONROE | 16,444.36 |
| TOWNSHIP OF NORDLAND | 15,880.96 |
| TOWNSHIP OF ROCK LAKE | 19,435.77 |
| TOWNSHIP OF SHELBURNE | 14,877.53 |
| TOWNSHIP OF SODUS | 16,792.76 |
| TOWNSHIP OF STANLEY | 16,129.86 |
| TOWNSHIP OF VALLERS | 15,815.17 |
| TOWNSHIP OF WESTERHEIM | 19,003.76 |
| 20 Payments less than \$2000 | 7,803.02 |
| Final Total | \$ 1,253,054.24 |

WARRANTS FOR PUBLICATION

Warrants Approved On 2/19/2013 For Payment
2/14/2013

| <u>Vendor Name</u> | <u>Amount</u> |
|--------------------------------|---------------|
| CHIPPEWA COUNTY SHERIFF | 9,502.63 |
| LYON-LINCOLN ELECTRIC COOP INC | 4,555.51 |
| MARSHALL MUNICIPAL UTILITIES | 21,045.45 |
| SECURE BENEFITS SYSTEMS | 5,134.57 |
| 11 Payments less than \$2000 | 1,968.31 |
| Final Total: | \$ 42,206.47 |

Rick Anderson
Board Chairman

Attest: Loren Stomberg
Lyon County Administrator