

**LYON COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS ROOM 1 & 2
LYON COUNTY GOVERNMENT CENTER
June 18, 2013**

9:00-9:05-----Pledge of Allegiance to the Flag;

Present: Commissioners Anderson, Goodenow, Ritter and Stensrud. Also present: County Administrator Stomberg, County Attorney Maes. Missing was Commissioner Sanow.

Addition to the Agenda: Stensrud motioned, seconded by Ritter to approve agenda with addition of hiring of Parks Manager. All voted in favor, motion carried.

Identify any Conflict of Interest- none identified

	Per Diems	Mileage
Anderson	\$ 150.00	\$ 50.85
Goodenow	\$ 190.00	\$ 50.85
Ritter	\$ 0.00	\$ 0.00
Stensrud	\$ 150.00	\$ 90.40
Sanow	\$ 340.00	\$ 0.00

Consent Agenda:

1. Approve Minutes from 6-4-2013
2. Approve Commissioner Warrants 133842-133960 dated 06/19/13 in the amount of \$301,427.15 .
3. Approve Auditor Warrants 133775-133800 dated 06/06/13 in the amount of \$31,060.71; warrants 133683-133689 dated 06/05/13 in the amount of \$2,336,808.89; warrants 133801-133829 dated 06/13/13 in the amount of \$1,196,191.51.
4. Approve Per Diems & Expenses
5. Correction of Commissioner Warrant from 6/4/13.

Goodenow motioned, seconded by Ritter to approve the consent agenda. All voted in favor, motion carried.

Resolutions and Contracts

Performance Measurement Program

Administrator Stomberg discussed the Performance Measurement plan. It will cost the County approximately \$3,600 to participate in the program.

Goodenow motioned, seconded by Stensrud to approve the Performance Measurement Program Resolution. All voted in favor, motion carried.

Agenda.net Purchase Contract

Administrator Stomberg discussed the Agena.net software. Stomberg researched some other agenda software. We will have a 90 day trial period just in case we are not satisfied with the software. The costs will include \$8,000 for the software \$7,500 for installation and \$1,600 for the first year of maintenance. \$17,100 should be the total for getting the software up and running and the training of the staff. Installation will be in July and the live date would be August 1, 2013. Ritter wanted to know what Attorney Maes thought about the contract and Attorney Maes did not see any issues with the contract.

Ritter motioned, seconded by Stensrud to enter into a contract with Provox for the Agenda.net software with a cost of \$17,100. All voted in favor, motion carried.

Accept Low Bid SAP 42-607-026 and SAP 42-607-027

The Board was presented with bids for the CSAH 7 Bridge Replacement. Ritter wanted to know if they could look at the higher bid since it would involve more local contractors. Attorney Maes stated the purpose of receiving bids is to find the lowest costs for the project and that company should be hired.

Stensrud motioned, seconded by Ritter to accept the low bid from Duinick Bros. in the amount of \$732,668.30 for the CSAH 7 bridge replacement and improvements. All voted in favor, motion carried.

Accept Low Bid for Bituminous Patching McLaughlin & Schultz, Inc.

The Board reviewed the low bid from McLaughlin & Schultz, Inc. for bituminous patching.

Anderson motioned, seconded by Stensrud to accept low bid from McLaughlin & Schultz for bituminous patching in the amount of \$262,150.00. All voted in favor, motion carried.

Low Bid for Bituminous Materials Flint Hills Resources, LP

The Board reviewed the low bid from Flint Hills, LP for Bituminous materials.

Ritter motioned, seconded by Anderson to accept the low bid from Flint Hills, LP for bituminous materials in the amount of \$257,187.50. All voted in favor, motion carried.

Payment of yearly appropriations-E.J. Moberg

E.J. Moberg requested that the Board authorize the Auditor/Treasurer to make payments up to the \$40,000 appropriated to the Ag Society for 2013. The monies are to be disbursed as auditor warrants and are to be paid to the bank account set up for the Ag Society that the County serves as fiscal agent.

Goodenow motioned, seconded by Stensrud to approve the \$40,000 appropriation to the Ag Society. All voted in favor, motion carried.

A/T Software Agreement Authority-E.J. Moberg

E.J. Moberg requested the authority to provide notice to cancel the software support agreement for ACS Treasurer's Financial and ACS Cash Register with ACS Government Systems (now Xerox), if a competitor's product is determined to meet needs after being demonstrated to County staff. We pay for 3 months at a time so we need to give them a 3 month notice if we wish to discontinue with the company.

**LYON COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS ROOM 1 & 2
LYON COUNTY GOVERNMENT CENTER
June 18, 2013**

Goodenow motioned, seconded by Ritter to authorize Auditor/Treasurer to notify Xerox of the cancellation pending the outcome of the demo and the possibility of entering into a contract with CPU. All voted in favor, motion carried.

RMS Computer server upgrade-Mark Mather

Sheriff Mather discussed the Records Management System Computer server upgrade. It would upgrade the current system and will allow storage of audio, video and photos. Any shared server equipment would be shared in Phase I with a cost of \$40,696.

Stensrud motioned, seconded by Goodenow to authorize the release up to \$51,000 for phase I of the RMS Computer server upgrade. All voted in favor, motion carried.

Museum HVAC Grant Application-Jen Andries & Ron Krause

Jen Andries and Ron Krause discussed the grant application for upgrades to the Historical Society HVAC system. The cost of heating the building is much higher than when the library was in the building. Jen stated that a match to the grant is recommended but it is not required.

Ritter motioned, seconded by Stensrud to sponsor the Legacy Grant for the Historical Society for the HVAC system to include Jen Andries being the signature authority. All voted in favor, motion carried.

10:00-10:10-----Break

Landfill Contract with other Counties

This spring we have about 2 million gallons of Leachate. The contract is that they will send garbage to us and we will look at giving them \$5 back per ton, a new permit will be 10 years.

Stensrud motioned, seconded by Commissioner Ritter to authorize Henriksen to send out the contract to other counties for the hauling of garbage and storage and reimbursement. All voted in favor, motion carried.

Consider Quote for Leachate Hauling

750,000 gallons of leachate needs to be hauled out of the Landfill. Swanson Trucking sent a quote of \$350 per load.

Ritter motioned, seconded by Goodenow to accept the low quote from Swanson Trucking to haul 750,000 gallons of leachate to Sioux Falls. All voted in favor, motion carried.

Out of State Travel Request-Tammy VanOverbeke

VanOverbeke has been accepted to attend the course "All Hazards Recovery and Mitigation" at the Emergency Management Institute in Emmitsburg, Maryland. The only expense that FEMA does not cover is for meals, the total cost for the meals is \$125.20.

Goodenow motioned, seconded by Stensrud to allow VanOverbeke to attend the Emergency Management Institute in Emmitsburg, Maryland. All voted in favor, motion carried.

Andries CUP for Gravel Pit-John Biren

Ritter motioned, seconded by Anderson to grant a Conditional Use Permit to Joseph Andries to operate a gravel pit including general processing, crushing and a potential asphalt plant. The property is zoned agricultural. The affected property is located in the south half of the northwest quarter (S ½ NW ¼) of section seventeen (17), township on hundred ten (110), Lyons north, Range forty-Two (42). All voted in favor, motion carried.

Parks Manager Hire

Request Board to approve hiring of Jay Murphy as Parks Manager for Lyon County. This is an exempt position and annual salary offered is \$55,800 with an expected start date within two weeks of Board approval.

Goodenow motioned, seconded by Stensrud to approve hiring Jay Murphy. All voted in favor, motion carried.

Revised Policy Manual-Carolyn McDonald

HR Director McDonald and HR Intern Hannah MacArthur presented the recent revised policy manual update.

Attorney Maes is planning on applying for a judgeship with a different County and he requested the Board to write a letter of recommendation.

Anderson motioned, seconded by Ritter to write a letter of recommendation for Attorney Maes for as he is applying for a Judgeship. All voted in favor, motion carried.

Commissioner Reports

Sanow: Absent

Ritter: Regional Insurance meeting

Goodenow: Southwest Regional Development, Library Board, LEC meeting

Stensrud: RCRCA, Area II, Yellow Medicine River meeting

Anderson: Policy Meeting, P&Z meeting, Regional Insurance meeting, Legacy Committee

Ritter motioned, seconded by Stensrud to adjourn at 11:15 a.m. All voted in favor, motion carried.

Commissioner Warrants Approved On 6/18/2013 For
Payment 6/19/2013

<u>Vendor Name</u>	<u>Amount</u>
ADVANCE OPPORTUNITIES	\$ 2,085.75
B & G SALES OF GRAND RAPIDS INC	2,360.00
BARGEN INCORPORATED	4,055.91
BOLTON & MENK INC	13,286.50
CITY OF COTTONWOOD	2,118.84

**LYON COUNTY BOARD OF COMMISSIONERS
 COMMISSIONERS ROOM 1 & 2
 LYON COUNTY GOVERNMENT CENTER
 June 18, 2013**

FARMERS COOP ASSN	6,133.37
FARMERS COOPERATIVE ASSOCIATION	5,673.78
L & S CONSTRUCTION CORP.	102,600.00
LANOUE'S PAINTIN PLACE INC	3,381.82
LYON COUNTY HIGHWAY DEPARTMENT	8,776.17
MARSHALL LYON COUNTY LIBRARY	21,742.92
MIDSTATES EQUIPMENT & SUPPLY	4,946.71
PROACTION SAFETY & SALES	2,162.59
RELIANCE TELEPHONE SYSTEMS INC	5,000.00
RJF AGENCIES INC	2,333.33
ROCK COUNTY TRANSFER STATION	15,950.00
SCHEFFLER/HERBERT L.	33,000.00
SOUTH CENTRAL COLLEGE - NORTH MANKATO	2,240.00
SOUTHWEST SANITATION INC	21,588.79
WIDSETH SMITH NOLTING & ASSOC., INC.	5,597.00
99 Payments less than 2000	36,393.67

Final Total: \$ 301,427.15

AUDITOR WARRANTS FOR PUBLICATION

Auditor Warrants Approved On 6/18/2013 For Payment
6/05/2013

<u>Vendor Name</u>	<u>Amount</u>
SCHOOL DISTRICT 2167 TREASURER	\$ 216,349.63
SCHOOL DISTRICT 2902 TREASURER	68,493.55
SCHOOL DISTRICT 2904 TREASURER	166,022.30
SCHOOL DISTRICT 413 TREASURER	1,582,615.46
SCHOOL DISTRICT 414 TREASURER	190,236.53
SCHOOL DISTRICT 415 TREASURER	109,598.38
SCHOOL DISTRICT 635 TREASURER	3,493.04

Final Total: \$ 2,336,808.89

Auditor Warrants Approved On 6/18/2013 For Payment
6/06/2013

<u>Vendor Name</u>	<u>Amount</u>
COMPUTER PROFESSIONALS UNLIMITED INC	\$ 4,291.12
FLEET SERVICES DIVISION	3,709.58
MII LIFE - VEBA	13,160.00
SECURE BENEFITS SYSTEMS	5,391.72
22 Payments less than 2000	4,508.29

Final Total: \$ 31,060.71

Auditor Warrants Approved On 6/18/2013 For Payment
6/13/2013

<u>Vendor Name</u>	<u>Amount</u>
LYON-LINCOLN ELECTRIC COOP INC	\$ 4,550.43
MARSHALL AREA CHAMBER OF COMMERCE	3,000.00
MARSHALL MUNICIPAL UTILITIES	21,919.36
MN DEPT OF TREASURY	8,770.00
RWS JOINT VENTURE	14,030.00
SCHWAN'S GLOBAL SUPPLY CHAIN, INC.	2,968.00
SHAFER CONTRACTING COMPANY	

**LYON COUNTY BOARD OF COMMISSIONERS
COMMISSIONERS ROOM 1 & 2
LYON COUNTY GOVERNMENT CENTER
June 18, 2013**

	1,121,072.61
SHETEK CONSULTING SVCS LLC	2,457.04
SOUTHWEST RIDGE RUNNERS	11,611.35
20 Payments less than \$2000	5,812.72
	<hr/>
Final Total:	\$ <u>1,196,191.51</u>

Rick Anderson
Board Chairman

Attest: Loren Stomberg
Lyon County Administrator