

**LINCOLN COUNTY BOARD OF COMMISSIONERS  
MEETING MINUTES**

January 8, 2008  
Courthouse Commissioner Room  
Ivanhoe, MN 56142

The meeting was called to order at 9:00 a.m. by the Board Chair Curtis Blumeyer followed by the Pledge of Allegiance. Commissioners present were Larry Hansen, D. D. Sagmoe, Curtis Blumeyer, Joan Jagt, and James Johansen. Also present were County Auditor Kathy Schreurs and County Attorney Glen Petersen.

Motion by Hansen, seconded by Sagmoe, to nominate Joan Jagt as Chairperson to the Lincoln County Board of Commissioners for 2008, to cease nominations and cast a unanimous ballot for Joan Jagt. All voted in favor.

Motion by Sagmoe, seconded by Blumeyer, to nominate James Johansen as Vice-Chair to the Lincoln County Board of Commissioners for 2008, to cease nominations and cast a unanimous ballot for James Johansen. All voted in favor.

Motion by Johansen, seconded by Hansen to approve the agenda. All voted in favor.

Motion by Sagmoe, seconded by Blumeyer, to approve the minutes from the December 18, 2007 Commissioner meeting. All voted in favor.

Motion by Blumeyer, seconded by Sagmoe to approve Tobacco License for Dino's Diner and Truck Stop beginning January 1, 2008 through December 31, 2008 contingent on receiving application and fee. All voted in favor.

Motion by Hansen, seconded by Johansen, to approve Lawful Gambling Permit to the Lake Benton Legion to sell pull tabs at the Knotty Pine Supper Club contingent on receipt of application. All voted in favor.

Motion by Sagmoe, seconded by Hansen, to approve corporate authorization signatures related to Bank of the West of Ivanhoe, MN for county banking procedures and administration. All voted in favor.

Motion by Blumeyer, seconded by Johansen, to approve Resolution No. 02-2008 (Setting the Time and Days of the 2008 Regular Board meetings). All voted in favor.

**RESOLUTION 02-2008  
Setting Time/Days for 2008 Regular Board Meetings (MSA 375.07)**

**BE IT RESOLVED**, that the first and third Tuesdays of each month for the year 2008, be set as the official days for the Regular Meetings of the Lincoln County Board of Commissioners, with the exception of December 2, 2008. This resolution provided for the first meeting in December to be held on Thursday, December 4, 2008, and

**BE IT FURTHER RESOLVED**, that the hours for said meetings be fixed at: 9:00 a.m. for the January 22, 2008 meeting and for the months of February 2008 through December 2008, and January 8, 2009; all in accordance with M.S.A. 375.07, with the exception of December 4, 2008 which will be held at 2:00 p.m.

**BE IT FURTHER RESOLVED**, that said County Board meetings be held in the Commissioner's Room of the Courthouse, Ivanhoe, MN, 319 North Rebecca Street, in the City of Ivanhoe, State of Minnesota.

**ADOPTED** by unanimous vote, this 8th day of January 2008.

ATTEST:

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Joan Jagt, 2008 Board Chair

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Kathy Schreurs, County Auditor

Motion was made by Johansen, seconded by Sagmoe, to adopt Resolution No. 03-2008 (Pre-Authorization of Payments). All voted in favor.

**RESOLUTION No. 03-2008  
Pre-Authorized Payments by Auditor's Warrant(s)**

**BE IT RESOLVED**, that the County Auditor be and is hereby authorized to issue her warrant(s), drawn on the proper fund, for the following expenditures:

All utilities, (water, sewer, electrical, heating fuel, telephone, etc.), incidentals, postage, payroll activity, insurance, Board approved contracts, monthly lease payments maintenance contracts,

court ordered expenses, permit fees, dues, registrations, employee travel expenses, miscellaneous taxes, tax distributions and refunds, inter fund billings, expenditures subject to finance charges, payments to other political subdivisions, motor vehicle registration expenses and County Attorney and County Sheriff contingency claims.

Said claims to be paid upon proper presentation of claims during the year 2008.

**BE IT FURTHER RESOLVED**, that the County Auditor is hereby authorized to make fund transfers from time to time to maintain non-deficient fund balances and to issue warrants in payment of approved obligations of the County.

**ADOPTED** by unanimous vote this 8th day of January 2008.

ATTEST:

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Joan Jagt, 2008 Board Chair

\_\_\_\_\_  
Kathy Schreurs, County Auditor

Motion by Hansen, seconded by Blumeyer, to make a \$100 appropriation to each of the Legions/VFW's in the County of Lincoln, and to include the Legion Post of Porter , MN, (cemetery decoration), for their services for the year 2008. All voted in favor. Said Auditor's Warrant(s) to be issued upon receipt of a verified claim form. This being in accordance with M.S.A. 375.34 and 375.35 procedures.

The motion was made by Blumeyer, seconded by Johansen, to approve Resolution No. 04-2008 (Lincoln County Soil & Water Conservation District Budget Appropriation). All voted in favor.

**RESOLUTION No. 04-2008**  
**2008 Soil & Water Conservation District Appropriation/Payments**

**WHEREAS**, the District Board of Supervisors of the Lincoln County Soil & Water Conservation District has submitted a budget and made application to the Board of County Commissioners for aid in meeting expenses for soil and water conservation purposes in Lincoln County, Minnesota, for the year beginning January 1, 2008;

**NOW THEREFORE BE IT RESOLVED** that the County of Lincoln, Minnesota, hereby appropriates the sum of \$94,000.00 for Soil Conservation purposes for the year 2008 beginning January 1, 2008, and ending December 31, 2008, all in accordance with M.S.A 40.07, Subd. 15.

**BE IT FURTHER RESOLVED** that said appropriation be paid as follows:

\$31,000.00 payment on January 25, 2008  
\$31,000.00 payment on June 20, 2008  
\$32,000.00 payment on October 24, 2008

**BE IT FURTHER RESOLVED** that the county auditor is hereby authorized to issue her warrant for said amounts/payments as scheduled above (Revenue Fund/SWCD Account).

**ADOPTED** by unanimous vote this 8th day of January, 2008.

ATTEST:

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Joan Jagt, 2008 Board Chair

\_\_\_\_\_  
Kathy Schreurs, County Auditor

Motion by Sagmoe, seconded by Hansen, to approve Resolution No. 05-2008 (Agriculture Inspector Appointment).

**Resolution No. 05-2008**  
**Agriculture Inspector Appointment**

**WHEREAS**, provision is made in M.S.A 18.80, Subd. 1, for the appointment of a County Agricultural Inspector.

**NOW THEREFORE, BE IT RESOLVED**, that Robert Olsen, Lincoln County Environmental Office, PO Box 66, Ivanhoe, MN and telephone number is (507)-694-1344, is hereby appointed as Lincoln County's Agricultural Inspector, from January 1, 2008 to December 31, 2008.

**BE IT FURTHER RESOLVED**, that the County Agricultural Inspector and/or his Assistant, may attend the Annual Short Course and other Regional or District Conferences held during the year 2008.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to the Commissioner of Agriculture, State of Minnesota.

**ADOPTED** by unanimous vote, this 8th day of January, 2008.

ATTEST:

\_\_\_\_\_  
Joan Jagt, 2008 Board Chair

\_\_\_\_\_  
Kathy Schreurs, County Auditor

Motion by Johansen, seconded by Hansen, to appropriate \$300 to each organization in the County of Lincoln that operates an aeration system on a county lake. These organizations include the following:

- Lake Hendricks Improvement Association
- The Shaokatan Sportsmans Club
- The Tyler Rod & Gun Club
- The Lake Benton Sportsmans Club
- The Arco Sportsmans Club

Motion carried. The county auditor was authorized to issue her warrant(s) (Revenue Fund), to each organization, for the operating year 2007-2008.

Motion by Blumeyer, seconded by Johansen with all voting in favor, to approve Out-of State Travel Policy as follows:

**Lincoln County Out of State Travel Policy  
Adopted: January 8, 2008**

The 2005 Session Laws, Chapter 156 requires counties to develop a policy on out of state travel for elected officials.

This policy applies to elected officials and employees of Lincoln County and overrules any other travel policy pertaining to out-of-state travel

All out-of-state travel requests are to be presented to the Lincoln County Board of Commissioners for consideration and approval prior to the planned date(s) of travel.

The County Board shall consider each request on a case-by-case basis.

The County Board will consider each request using the following guidelines:

- a. The contacts made or the information obtained must be important to the improved operation of the County and the respective department
- b. Conferences are to be professional in content and should be selected only when a similar conference is not held locally within a reasonable period of time.

Whenever possible, employees should make travel and accommodation arrangements in advance and request that the County be billed. All authorized travel expenses, which are not billed directly to the County, are paid by the employee subject to reimbursement.

**EXCEPTION 1:** Due to the proximity of "East River Counties of South Dakota" to Lincoln County, "East River Counties of South Dakota" will be exempted from this "Out of State Travel Policy". (The "River" is defined as the Missouri River)

**EXCEPTION 2:** Employees of the Highway Department and the Courthouse Maintenance Department are authorized for travel to pick up equipment and/or maintenance parts in North Dakota, South Dakota, Wisconsin and Iowa.

**EXCEPTION 3:** Employees of the Sheriff's Department are authorized to travel to any state as deemed necessary in the line of duty.

This policy will be reviewed annually by the County Board at the first meeting of each year.

ATTEST: (SEAL)

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Joan Jagt, 2008 Board Chair

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Kathy Schreurs, County Auditor

Motion by Sagmoe, seconded by Johansen, to set aside up to 20% of the remaining balance in the county's forfeited tax sale fund for the acquisition and maintenance of county parks or recreational areas as defined in M.S. 398.31 to 398.36 (M.S. 282.08). All voted in favor.

Motion by Hansen, seconded by Johansen, to approve the following Committee/Board Appointments for 2007. All voted in favor.

**Lincoln County Commissioner Committee Appointments – 2008**

Road Inspection Committee : All County Board Members

|  |   |  |
|--|---|--|
| Human Services Joint Powers              | : | Sagmoe & Jagt                              |
| Negotiating Committee                    | : | Hansen & Sagmoe                            |
| S.W. Regional Development                | : | Hansen                                     |
| County Council on Aging                  | : | Jagt                                       |
| RSVP Board                               | : | Hansen                                     |
| Western Mental Health                    | : | Sagmoe                                     |
| Lincoln County H.R.A.                    | : | Johansen                                   |
| Extension Committee                      | : | Jagt & Johansen                            |
| County Park Board                        | : | Sagmoe & Jagt                              |
| Water Management Task Force(C&VC):       |   | Jagt & Johansen                            |
| Plum Creek Library Board                 |   | Jagt                                       |
| Lincoln County Library Board             | : | Jagt                                       |
| Solid Waste Recycling Comm.              | : | Blumeyer/Hansen                            |
| Law Library                              | : | :Sagmoe                                    |
| Daytime Activity Center                  | : | Jagt                                       |
| Community Health Services                | : | Blumeyer (Alternate Sagmoe)                |
| Lincoln County Prom. & Tourism           | : | Johansen                                   |
| Lincoln Co. Enterprise Dev.              | : | Blumeyer & Hansen                          |
| Lincoln SWCD Board Representative:       |   | Blumeyer & all Commissioners as alternates |
| AMC Policy Committee                     | : | Hansen & Blumeyer                          |
| S.W. MN PIC Council                      | : | Blumeyer                                   |
| Wind Power Committee/Mtgs.               | : | All Commissioners                          |
| Rural MN Energy Board                    | : | Hansen/Johansen                            |
| Area II Water                            | : | Blumeyer-Hansen Alternate                  |
| RCRCA                                    | : | Johansen                                   |
| Yellow Medicine Watershed Advisory       |   | Blumeyer                                   |
| LacQuiParle Watershed Advisory:          |   | Dan Christianson (3 year – 4/18/09)        |
| J.C.D. #16 Drainage (Pipestone)          | : | Hansen, Johansen, Jagt, Sagmoe             |
| J.C.D. #13 and #31 Drainage (Lyon):      |   | Jagt//Sagmoe(Fenske/Stensrud/Ritter)       |
| Land Use/Zoning                          | : | All Commissioners                          |
| SW Environmental Task Force              | : | Johansen                                   |
| Insurance Committee                      | : | Blumeyer                                   |
| Health/Safety/Personnel                  | : | Hansen & Sagmoe                            |
| Building/Capital Improvement             | : | Hansen & Blumeyer                          |
| Step II Grievance                        | : | Hansen & Sagmoe                            |
| Step III Grievance                       | : | All Commissioners                          |
| RC & D                                   | : | Blumeyer                                   |
| Audit                                    | : | Sagmoe & Johansen                          |
| Lincoln County Board of Appeals:         |   | All Commissioners                          |
| SW Emergency Med. Services               | : | Johansen                                   |
| Western Community Action                 | : | Lincoln County Elected Official            |
| Transportation Committee                 | : | Hansen                                     |
| Western Mental Health Dev. Selection:    |   | Johansen & Jagt                            |
| Nutrition Council                        | : | Hansen                                     |
| 5 <sup>th</sup> District Public Defender | : | Blumeyer                                   |
| Affirmative Action Officer               | : | Sagmoe                                     |
| PrairieLand Economic Development::       |   | Hansen                                     |
| Juvenile Detention Center                | : | Hansen                                     |

Robert Olsen, Environmental Administrator, reported that recycling in Lincoln County has risen from 205 ton in 2006 to 334 ton in 2007. Olsen also reported that solid waste has decreased from 2,100 ton in 2006 to 1,586 ton in 2007.

Olsen reported that the Environmental Office issued 33 Individual Septic Treatment System (ISTS) permits, and 110 Land Use permits in 2007.

Motion by Sagmoe, seconded by Hansen, to reappoint Donald Oerter and Harvey Bucholz to the Board of Adjustment for a 3-year term ending December 31, 2010. All voted in favor.

Motion by Blumeyer, seconded by Johansen, to reappoint Bill Behnke to the Planning and Zoning Board for a 3-year term ending December 31, 2010. All voted in favor.

Olsen reported that he had inadvertently omitted the solid waste assessment for multi unit dwellings from Resolution No. 54-2007. Motion by Sagmoe, seconded by Blumeyer, to approve Resolution No. 01-2008 (Solid Waste Assessment). All voted in favor.

**Resolution No. 01-2008  
Resolution Adopting and Approving  
Environmental/ Solid Waste Assessment**

**WHEREAS**, the County of Lincoln has adopted and established an Environmental/Solid Waste Assessment pursuant to the provisions of Minnesota Statutes 400.01, and

**WHEREAS**, said assessment provides that the Board of Commissioners shall establish by resolution a rate schedule for Environmental /Solid Waste Assessment to be assessed against various parcels of land within the County, and,

**WHEREAS**, the County Board has duly considered all factors relevant to establishing an Environmental/Solid Waste Assessment, and,

**WHEREAS**, the Board of Commissioners has determined that it is prudent to provide for the collection of costs associated with administering the Environmental and Solid Waste Programs in the County through and Environmental/Solid Waste Assessment.

**NOW THEREFORE, BE IT RESOLVED**, by the Lincoln County Board of Commissioners as follows:

**That there is hereby established an Environmental/Solid Waste Assessment in the amount of \$20.00 per parcel with a structure value greater than \$1,000.00 and/or \$10.00 per unit/dwelling where a parcel has multi units. Minimum charge set at \$20.00. This assessment to be applied to payable 2008 property tax statement and years thereafter.**

**BE IT FURTHER RESOLVED**, that said schedule will be effective upon the date hereof and shall remain in place until specifically amended by the Board of Commissioners.

**WHEREUPON** the above resolution was adopted at a regular meeting of the Lincoln County Board of Commissioners this 8<sup>th</sup> day of January, 2008, at Ivanhoe, Minnesota.

ATTEST: (SEAL)

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Joan Jagt, 2008 Board Chair

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Kathy Schreurs, County Auditor

Olsen reported that several ditch systems have low repair balances and that repair work is needed on those ditches as well as others in Lincoln County. Motion by Johansen, seconded by Hansen, to approve Resolution No. 07-2007 ( 2008 Ditch Assessments).

**RESOLUTION NO. 07-2008  
DITCH SYSTEM ASSESSMENTS FOR 2008**

**Be It Resolved** by the Board of Commissioners, acting as the County Ditch Authority, County of Lincoln, State of Minnesota, that the following assessments are herewith adopted; and

**Be It Further Resolved** that the following assessments are adopted to maintain an appropriate balance in each of the following Ditch Repair Funds:

| <b>Fund No.</b> |                           | <b>Amount</b> |
|-----------------|---------------------------|---------------|
| 42-008          | County Ditch No.8         | \$ 3,000.00   |
| 42-015          | County Ditch No. 15       | \$ 1,000.00   |
| 42-016          | Joint-County Ditch No. 16 | \$ 5,000.00   |
| 42-037          | County Ditch No. 37       | \$10,000.00   |
| 42-045          | County Ditch No. 45       | \$ 3,000.00   |
| 42-066          | Public Ditch No. 6        | \$ 1,000.00   |
| 42-110          | Judicial Ditch No. 11     | \$ 1,000.00   |
| 42-190          | Judicial Ditch No. 19     | \$ 3,000.00   |
| 42-280          | Judicial Ditch No. 28     | \$ 5,000.00   |
| 42-310          | Judicial Ditch No. 31     | \$ 8,000.00   |

**BE IT FURTHER RESOLVED**, that the aforementioned assessments are due and payable to the Ditch Repair Funds in 2008.

**WHEREUPON** the above resolution was adopted at a regular meeting of the Lincoln County Board of Commissioners this 8th day of January 2008.

ATTEST: (SEAL)

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Joan Jagt, 2008 Board Chair

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Kathy Schreurs, County Auditor

Olsen requested approval to hire a second Environmental Technician for the Environmental Office to work primarily with feedlot inventories and compliance. Motion by Hansen, seconded by Sagmoe, to authorize the posting, advertising, and hiring of a second environmental technician for the Environmental Office. Commissioners Jagt, Hansen, and Sagmoe, voted in favor. Commissioners Blumeyer and Johansen voted in opposition. Motion carried by majority vote.

Olsen reported that applications for the GIS Technician position will be received until January 11, 2008.

Lee Amundson, County Engineer, reported that advertising for 2008 construction projects should begin soon. Motion by Sagmoe, seconded by Johansen, to authorize County Engineer to advertise for bids for the 2008 Road and Bridge construction projects as needed. All voted in favor.

At 10:30 a.m. bids were opened for the purchase of a tractor for the Road and Bridge Department. Upon review of the specifications required, it was noted that none of the bids met the specifications. Motion by Sagmoe, seconded by Hansen, to reject all bids for the purchase of a tractor as bids did not meet specifications. All voted in favor.

Motion by Johansen, seconded by Sagmoe, to post, advertise and hire an Engineering Technician. All voted in favor.

Amundson reviewed the proposed position description for a Highway Maintenance Superintendent. Further discussion will continue to the January 22, 2008 Board meeting.

Amundson reported that he had solicited quotes for a design consultant for the CSAH 13 construction project. Motion by Johansen, seconded by Hansen to accept low quote of \$52,800.00 from Erickson Engineering Company, LLC for consulting services for the CSAH 13 project. All voted in favor. (second quote was from Widseth Smith Nolting for \$59,000.00).

Motion by Sagmoe, seconded by Johansen, to authorize the solicitation of quotes and the purchase of a new or used portable air compressor by the Highway Department. All voted in favor.

Amundson stated that he had been informed at an earlier date that an ordinance was required for installing road accesses. He has now found that a policy by the County is sufficient. Amundson reported that Lincoln County currently has a policy so no action is required.

Amundson reported that repairs have been substantially completed on the CSAH 18 dam project.

Motion by Blumeyer, seconded by Hansen, to authorize "out-of-state" travel for Amundson to attend the National Association of County Engineers conference to be held in Portland, Oregon. All voted in favor.

Bids for the 2008 Official and Secondary newspapers were opened and reviewed. Bids were presented as follows:

|                                    |                                     |       |
|------------------------------------|-------------------------------------|-------|
| Tyler Tribute<br>Tyler, MN 56178   | Index Number Bid<br>\$6.00 per inch | .4    |
| Ivanhoe Times<br>Ivanhoe, MN 56142 | Index Number Bid<br>\$2.20 per inch | .1448 |

The Tyler Tribute bid had added an addendum to their bid that stated that they would publish all legal notices in the Tyler Tribute, Lake Benton News and Hendricks Pioneer (circulation of all would be 3,500) at no additional cost.

Motion by Sagmoe, seconded by Johansen to accept low bid from the Ivanhoe Times for \$2.20 per inch (Index Number .1448), as per lowest index bid submitted. All voted in favor. The following resolution was adopted.

**RESOLUTION No. 06-2008  
2008 County Printing Bids**

**BE IT RESOLVED**, that the Ivanhoe Times be awarded said County Printing Bid for 2008, to become the Official County Paper, to print all matters as specified in said bid proposal, as required by law, and

**BE IT FURTHER RESOLVED**, that the rate for said services be as submitted in said bid, and that claims for county printing include a signed certificate of measurement.

**ADOPTED** by unanimous vote this 8th day of January 2008.

ATTEST: (SEAL)

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Joan Jagt, 2008 Board Chair

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Kathy Schreurs, County Auditor

**2008 Secondary County Printing Bid**

|                                    |                                     |       |
|------------------------------------|-------------------------------------|-------|
| Ivanhoe Times<br>Ivanhoe, MN 56142 | Index Number Bid<br>\$3.20 per inch | .2107 |
|------------------------------------|-------------------------------------|-------|



Joan Jagt, 2008 Board Chair

Kathy Schreurs, County Auditor