

The Pipestone County Commissioners met with Chairman William (Bill) Johnson, Commissioners Luke Johnson, Bruce Kooiman, Harold (Butch) Miller and Jerry L. Remund. County Administrator Sharon Hanson and County Auditor Tyler Reisch also present. Chairman W. Johnson called the meeting to order at 9:00 AM with the Pledge of Allegiance to the Flag.

Motion by L. Johnson, seconded by Remund to approve the agenda. Motion carried unanimously.

**CONSENT AGENDA**

Motion by Remund, seconded by Kooiman to approve the consent agenda as follows:

1. Minutes of March 3, 2014 Road and Bridge Public Meeting
2. Minutes of March 4, 2014 Commissioners Meeting
3. Commissioner Warrants/Meal Reimbursements in the amount of \$195,613.45  
Hospital Warrants in the amount of \$784,126.56
4. Treasurer's Report February 2014

Motion carried unanimously.

**KYLE KRIER – CONDITIONAL USE PERMIT, FEEDLOT WORK PLAN**

Environmental Administrator Kyle Krier requested approval of the recommendation of the Pipestone County Planning Commission that the Conditional Use Permit request by Rock Aetna Power Partners, LLC be extended an additional two years from the date of approval by the County Board for placement of a meteorological tower in the SE¼ of Section 4 in Rock Township. Motion by L. Johnson, seconded by Miller to accept the Pipestone County Planning and Zoning Commission Findings of Fact, Conclusions and Recommendations and approve the Conditional Use Permit for Rock Aetna Power Partners, LLC to extend the placement of the meteorological tower in the SE¼of Section 4 in Rock Township for two additional years, effective March 11, 2014, with the tower to be removed within the two years. Motion carried unanimously.

Environmental Administrator Krier presented for approval the 2014-2015 County Feedlot Program Delegation Agreement and Work Plan between Pipestone County and Minnesota Pollution Control Agency (MPCA) that details the County's plans and strategies for the administration of the Feedlot Program as per Minnesota Rules Chapter 7020. Motion by Miller, seconded by L. Johnson to approve the 2014-2015 County Feedlot Program Delegation

Agreement and Work Plan between Pipestone County and MPCA effective 2014 through 2015.

Motion carried unanimously.

**MARC HALL – JOHNSON CONTROLS SERVICE AGREEMENT – TRANSIT**

**RESOLUTION 59-17-14**

Building and Grounds Supervisor Marc Hall presented for approval a Planned Service Agreement with Johnson Controls Inc. that would provide preventative maintenance and repair for Pipestone County’s heating, cooling, and ventilation systems for the Pipestone County Courthouse, EMS, and Public Services buildings. Costs for the service agreement are as follows:

| <i>Year</i>       | <i>Total Annual Dollar Amount</i> |
|-------------------|-----------------------------------|
| Year 1 (6 months) | \$13,750.00                       |
| Year 2            | \$28,325.00                       |
| Year 3            | \$29,175.00                       |
| Year 4            | \$30,050.00                       |
| Year 5            | \$30,950.00                       |

Motion by Miller, seconded by Remund to approve the Planned Service Agreement between Johnson Controls Inc. and Pipestone County effective July 1, 2014 through August 31, 2018. Motion carried unanimously.

Transit Director Marc Hall presented information on Western Community Action Transportation Program, a multi-county transportation system serving the residents of Lyon, Redwood, and Jackson Counties with limited service in Lincoln, Cottonwood, and Nobles Counties. Director Hall said as part of the Transit for the Future Initiative, he is proposing the Pipestone County Board pass a resolution to explore contracting with Western Community Action for County Transit Services. The Resolution states that Pipestone County is interested in discussions with Western Community Action on the feasibility of sharing services, staff, costs incurred and/or creating an agreement to include Pipestone County as a potential contracting entity. The feasibility study will include, at a minimum; current and future administrative and organizational structure, current and future staff levels, current and future program delivery and services provided, current operating, reserve and designated budgets, completed financial audits, and current and future expenditures that may adversely impact operating or reserve budgets or the county tax levy as a whole. Motion by Miller, seconded by Remund to adopt Resolution 59-17-14 Resolution to explore contracting with Western Community Action for County Transit Services. Motion carried unanimously.

**CATHY FESTE – DRUG AND ALCOHOL POLICY, RESOLUTION 59-18-14,**

**FIRSTLAB SERVICE AGREEMENT**

Human Resources Coordinator Cathy Feste presented revisions to the Pipestone County Transit Drug and Alcohol Testing Policy as recommended by the Federal Transit Association (FTA) and Minnesota Department of Transportation (MNDOT) during their program review in November of 2013. Motion by L. Johnson, seconded by Kooiman to approve the revised Pipestone County Transit Drug and Alcohol Testing Policy and make it effective immediately. Motion carried unanimously.

Motion by Miller, seconded by Remund to approve Resolution 59-18-14 Implementing the Federal Transit Administration Regulations on Controlled Substance Use and Alcohol Misuse. Motion carried unanimously.

Human Resources Coordinator Feste presented a revised service agreement from FirstLab, who provides administrative, specimen collection, and reporting services for Pipestone County's Drug and Alcohol Testing Program. The service agreement renews automatically on an annual basis with a 60 day termination clause. Motion by Remund, seconded by Miller to approve the revised FirstLab Service Agreement between Pipestone County and FirstLab, effective March 11, 2014 and automatically renewed on an annual basis unless 60 day notice provided. Motion carried unanimously.

**APPRAISER-ASSESSOR LETTER OF AGREEMENT**

Motion by Kooiman, seconded by Miller to approve the point valuation for the Junior Appraiser, Senior Appraiser and Deputy Assessor job descriptions as evaluated by Compensation Consultant Rod Kelsey and approve the Letter of Agreement between AFSCME Council 65, Local 2424 and Pipestone County that establishes the pay ranges for the Junior Appraiser, Senior Appraiser and Deputy Assessor positions effective for the 2014 Courthouse Union Pay Plan. Motion carried unanimously.

**SHARON HANSON – PERFORMANCE EVALUATION**

By request of Administrator Hanson, motion by Remund, seconded by Miller to close the meeting as per Minnesota Statutes 13D.05 Subd 3, to discuss the annual performance evaluation of County Administrator Sharon Hanson. Motion carried unanimously. Present: Commissioners W. Johnson, L. Johnson, Kooiman, Remund, Miller, Administrator Hanson, Human Resources Coordinator Feste. Meeting closed at 10:30 AM.

March 11, 2014

Motion by Miller, seconded by Remund to open the meeting. Motion carried unanimously. Meeting opened at 11:13 AM. Motion by Miller, seconded by Kooiman to approve the satisfactory performance evaluation of County Administrator Sharon Hanson and grant a step increase as per the Non-Union Pay Plan. Yeas: W. Johnson, Kooiman, Miller, Remund. Nays: L. Johnson. Motion carried.

**OTHER BUSINESS**

Consensus of the Board to schedule Employee Grill Out for June 3, 2014.

Commissioner Kooiman stated that he would like to see County historical photographs framed and displayed around the Courthouse. Motion by Kooiman, seconded by Miller directing the Administrator to form a Committee and provide an allowance up to \$500.00 for the purpose of hanging County historical photographs throughout the Courthouse and Courthouse Annex. Motion carried unanimously.

Motion by Remund, seconded by L. Johnson to adjourn. Motion carried unanimously. Meeting adjourned at 11:26 a.m.

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William (Bill) Johnson  
Pipestone County Board Chair

ATTEST:

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Sharon Hanson  
County Administrator