

**OFFICIAL PROCEEDINGS OF THE
RICE COUNTY BOARD OF COMMISSIONERS
Commissioner's Room / Government Services Building
Tuesday, July 27, 2021 at 8:30 AM**

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

- A. The Meeting was called to order by Commissioner Jeff Docken, Chairperson. Members present were: Purfeerst, Malecha, Underdahl, Docken and Miller.
- B. **Motion by Galen Malecha, seconded by Dave Miller, to approve the Agenda as presented.**
RESULT: Approved, AYES: Jeff Docken, Dave Miller, Steve Underdahl, Galen Malecha, Jim Purfeerst, NAYS: None
- C. **Motion by Dave Miller, seconded by Jim Purfeerst, to approve the Minutes from the Regular Meeting - July 13, 2021.**
RESULT: Approved, AYES: Jeff Docken, Dave Miller, Steve Underdahl, Galen Malecha, Jim Purfeerst, NAYS: None

II. OUTSIDE AGENCY:

- A. This was a discussion regarding the Hope Center and what they offer. The Hope Center handles domestic assault victims and sexual assault victims. Allows them to come forward and have a voice when they feel that they have no place else to go. If you know of anyone who may suffer from abuse please have them reach out to 1-800-607-2330. Assure them they have some place to go. This service is free and confidential.

III. FINANCE: Paula O'Connell

- A. Doug Host had a PowerPoint presentation that discussed items they handle when doing the audits for the end of the year. This audit covered last year's financials.

IV. SOCIAL SERVICES: Mark Shaw

- A. **Motion by Galen Malecha, seconded by Steve Underdahl, Approve Social Services Contract Amendment with Mayo Clinic Health System - Southeast Minnesota Region**
RESULT: Approved, AYES: Jeff Docken, Dave Miller, Steve Underdahl, Galen Malecha, Jim Purfeerst, NAYS: None

V. HIGHWAY: Dennis Luebbe

- A. **Motion by Dave Miller, seconded by Jim Purfeerst, to approve final payment in the amount of \$190,487.93 to Met-Con for the Highway Department's addition and renovation.**
RESULT: Approved, AYES: Jeff Docken, Dave Miller, Steve Underdahl, Galen Malecha, Jim Purfeerst, NAYS: None

VI. PARKS & FACILITIES DEPARTMENT: Matthew Verdick

- A. **Motion by Galen Malecha, seconded by Dave Miller, approve the bid from the lowest qualified bidder, AVM Construction, in the amount of \$142,000, for the precast wall repair project at the County Landfill.**
RESULT: Approved, AYES: Jeff Docken, Dave Miller, Steve Underdahl, Galen Malecha, Jim Purfeerst, NAYS: None
- B. **Motion by Dave Miller, seconded by Jim Purfeerst, approve proposal from HKGi for park system planning in the amount of \$93,400.**
RESULT: Approved, AYES: Jeff Docken, Dave Miller, Steve Underdahl, Galen Malecha, Jim Purfeerst, NAYS: None

VII. ADMINISTRATION: Sara Folsted

- A. **Motion by Jim Purfeerst, seconded by Steve Underdahl, to approve the Consent Agenda as presented.**
RESULT: Approved, AYES: Jeff Docken, Dave Miller, Steve Underdahl, Galen Malecha, Jim Purfeerst, NAYS: None

1. Extra Time/ Over Time Report 07-02-2021.
2. Payment of Bills
 Bills Totalled: \$1,103,962.70 Claims over \$2000 listed: Access On Time Companies Inc. 15,425.00, Alternative Resolutions Inc. 32,967.28, BROWN COUNTY EVALUATION CENTER 6,272.71, Carlson Counseling & Consulting 3,500.00, Clay County Public Health 2,338.00, Forensic Nursing Home 2,553.00, Laura Baker School 2,323.36, Laura Baker Services Assoc 7,608.00, MSOP-MN SEX OFFENDER PROGRAM 13,558.50, Nexus Kindred Family Healing 2,681.49, Rose-Buchta/Faith or Budda 3,603.88, Volunteers Of America 28,975.00, Wolff/Kayla 4,519.75, Workforce Development Inc. 9,330.71, Advanced Septic Solutions Inc. 7,453.85, Amazon Capital Services Inc. 4,705.34, Ancom Technical Center 3,937.36, Astrup Drug Inc. 2,559.99, Bierman Funeral Home Inc. 2,990.50, Community Action Center of Faribault 17,500.00, Community Action Center of Northfield 4,023.67, Community Co-Op General Office 8,168.92, Computer Integration Technologies Inc. 14,457.60, Dick's Sanitation 19,377.37, Election Systems & Software Inc. 3,470.00, Faribault City 132,418.86, Faribault Harley Davidson Inc. 2,160.00, Foth Infrastructure & Environment LLC 11,471.02, Glenn's Service Inc. 4,546.96, Hiller's Commercial Floors 3,482.16, Inspectron Inc. 12,975.00, Irwin Law Office 3,700.00, Kilmeyer Construction Company 3,509.12, Kris Engineering Inc. 8,565.20, Lacannes Marine Inc. 2,676.84, Lacannes Marine Inc. 2,287.60, Lacannes Marine Inc. 5,000.00, M-R Sign Company 5,718.60, Matthew Bender & Co., Inc. 2,698.54, Mayo Clinic 19,054.22, Met-Con Construction Co Inc. 47,683.35, Metal Culverts Inc. 11,774.00, Metro Sales Incorporated 16,702.26, Minnesota Bureau Criminal Appr 3,990.00, Minnesota Co Computer Coop Mi33 2,244.50, NDN Holdings LLC 3,784.00, Northfield City 2,056.00, Northfield Community Action Center 5,275.16, Northfield Healthy Community Initiative 9,215.23, Northfield Public Schools 3,870.69, Office of MN IT Services 2,558.70, Paape Companies Inc. 7,385.00, Quadient Finance USA Inc. 7,535.00, Ramy Turf Products 3,562.00, Steele County Detention Center 5,115.00, Steele County Treasurer 399,925.96, Summit Food Services LLC 9,778.00, Thomson Reuters - West 6,688.66, Three Rivers Community Action 3,398.83, Voiance Language Services LLC 3,099.95, Waterford Oil Co Inc. 19,798.62, West Central Sanitation 4,895.31
3. Personnel Appointments 07-27-2021.
 Terrance Hering FT, Engineering Technician Senior, Highway at \$29.80/hr., eff 7/26/2021.
 Ryan Johnson FT, Assistant County Assessor, Assessor at \$46.44/hr., eff 8/9/2021.
 Elissa Jones FT, Elections Coordinator, Property Tax & Elections at \$26.21/hr., eff 8/22/2021.
 Joel Schmidt FT, Engineering Technician Senior, Highway at \$34.27/hr., eff 8/9/2021.
 Samantha Schwartz FT, Administration/HR Project, Administration/HR at \$36.29/hr., eff 7/26/2021.
 Matthew Verdick FT, Director of Parks & Facilities, Facilities at \$38.15/hr., eff 7/26/2021.

B. Motion by Dave Miller, seconded by Steve Underdahl, Recommend proclaiming July 21, 2021 as County Staff Appreciation Day.

RESULT: Approved, AYES: Jeff Docken, Dave Miller, Steve Underdahl, Galen Malecha, Jim Purfeerst, NAYS: None

VIII. HUMAN RESOURCE: Carol Kritzer

- A. **Motion by Dave Miller, seconded by Jim Purfeerst, to move into Closed Session.**
- B. **Performance Review-Closed Session(Pursuant to Minn. Sta. 13D.05 Subd 3 (a), an individual subject to the Board's Authority), Performance Evaluation of County Administrator Sara Folsted.**
- C. **Motion by Dave Miller, seconded by Jim Purfeerst, to move out of Closed Session.**
- D. **Motion by Dave Miller, seconded by Jim Purfeerst, to approve the Annual Performance Review Summary for Sara Folsted, Rice County Administrator.**
 RESULT: Approved, AYES: Jeff Docken, Dave Miller, Steve Underdahl, Galen Malecha, Jim Purfeerst, NAYS: None

IX. ADJOURNMENT

Motion by Dave Miller, seconded by Jeff Docken, to adjourn the meeting.

RESULT: Approved, AYES: Jeff Docken, Dave Miller, Steve Underdahl, Galen Malecha, Jim Purfeerst, NAYS: None

Approved by the Rice County Board of Commissioners this 10 day of August, 2021.

RICE COUNTY BOARD OF COMMISSIONERS

Jeff Docken, Chairperson

ATTEST:

Sara Folsted, County Administrator