

**OFFICIAL PROCEEDINGS OF THE
RICE COUNTY BOARD OF COMMISSIONERS
Commissioner's Room / Government Services Building
Tuesday, December 12, 2023 at 8:30 AM**

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

- A. The meeting was called to order by Commissioner Steve Underdahl, Chairperson. Members present were: Purfeerst, Malecha, Underdahl, Docken and Hoisington.
- B. **Motion by Jeff Docken, seconded by Gerry Hoisington, to approve the Agenda as presented.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None
- C. **Motion by Galen Malecha, seconded by Jim Purfeerst, to approve the minutes from the Regular Board Meeting November 28, 2023.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None
- D. Acknowledgment of the Behavior Services Unit Award which was presented at the AMC Conference.
- E. Employee Recognition for the following Rice County Employees:
Jennifer Jenkins (Eligibility Worker, Community Services/Social Services) for Financial Worker of the Year from Minnesota Financial Worker/Case Aide Association.
Josh Westphal (Maintenance Operator, Highway) Winner of the 2023 Minnesota Rodeo for snowplow operators.
Nate Hanson (Deputy, Rice County Sheriff's Office), Minnesota Sheriff's Association 2023 Deputy Sheriff of the Year and Minnesota State Patrol Commendation Award for his efforts to rescue a driver trapped inside his burning semi on July 12, 2023.
Tank (Canine, Rice County Sheriff's Office) Retirement

II. ENVIRONMENTAL SERVICES: Julie Runkel

- A. **Motion by Galen Malecha, seconded by Jeff Docken, to authorize publishing the Intent to Enact and setting a public hearing for 7:00pm at the January 4, 2024, Planning Commission meeting regarding proposed amendments to the Rice County Zoning Ordinance.**
RESULT: Approved, AYES: Galen Malecha, Steve Underdahl, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None
- B. **Motion by Galen Malecha, seconded by Jeff Docken, to appoint Kenneth Engen to the Planning Commission/Board of Adjustment for a 3-year term commencing January 1, 2024, through December 31, 2026.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

III. PROPERTY TAX & ELECTIONS: Denise Anderson

- A. **Motion by Jeff Docken, seconded by Jim Purfeerst, to approve the Mn Lawful Gambling application for Exempt Permit for Holy Cross Catholic School, 6100 37th Street West, Webster, MN, 55088 on February 9, 2024.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

IV. PARKS & FACILITIES DEPARTMENT: Matthew Verdick

- A. **Motion by Jim Purfeerst, seconded by Galen Malecha, to approve and adopt Resolution # 23-047, Approving Designation of County-Owned Parcels, 18.31.1.26.271 and 18.31.1.26.270, as a Park.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

V. PUBLIC HEALTH/NURSING: Deb Purfeerst

- A. **Motion by Galen Malecha, seconded by Jim Purfeerst, to ratify the Public Health Documentation System Maintenance & Support Agreement between Minnesota Counties Computer Cooperative (MnCCC) and Avenu Insights & Analytics, LLC on behalf of the Community Health Services User Group.**

RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

- B. Motion by Jeff Docken, seconded by Galen Malecha, to approve renewal agreement with Kristin Cook, RPT for home-based physical therapy services.**

RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

- C. Motion by Galen Malecha, seconded by Gerry Hoisington, to approve a 2024 agreement with Teva Dahle for professional services - reflective practice supervision/consultation - for evidence-based family home visiting services.**

RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

VI. ASSESSOR'S OFFICE: Joshua Schoen

- A. Motion by Jim Purfeerst, seconded by Jeff Docken, to approve the Local Option Disaster Abatement/Credit for property owner Diane Wunderlich at property 1017 6th Ave SW, Faribault, Parcel 18.06.2.51.025.**

RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

- B. Motion by Galen Malecha, seconded by Gerry Hoisington, to approve the annual list of changes as presented by the County Assessor, to be kept on file in the Rice County Assessor's Office for public review.**

RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

VII. SOCIAL SERVICES: Rick Gieseke

- A. Motion by Galen Malecha, seconded by Jim Purfeerst, to approve the Social Services Department Minnesota Family Investment Program Biennial Service Agreement.**

RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

VIII. SHERIFF'S OFFICE: Jesse Thomas

- A. Motion by Jeff Docken, seconded by Galen Malecha, to adopt Resolution #23-050/2024-25 Off Highway Vehicle (OHV) Safety Grant.**

RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

- B. Motion by Jim Purfeerst, seconded by Gerry Hoisington, to adopt Resolution #23-051/2024-25 Snowmobile Safety Enforcement (SSE) Safety Grant.**

RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

- C. Motion by Gerry Hoisington, seconded by Galen Malecha, to approve out of state travel for the Transition Team (Stephanie Duhme, Nick Bemis, Karie Francis) and IT Principal Analyst (Dave Berken) to participate in the demonstration and training session held at Accurate Controls, Inc. (ACI), located in Ripon, Wisconsin (January 16, 2024-January 17, 2024).**

RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

IX. HUMAN RESOURCE: Carol Kritzer

- A. Motion by Jeff Docken, seconded by Jim Purfeerst, to approve the continuation of the Employee Wellness Works Program for 2024 for all benefits of eligible full-time and regular part-time employees.**

RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

X. HIGHWAY: Dennis Luebke

- A. Motion by Galen Malecha, seconded by Jim Purfeerst, to approve final payment to Timm's Trucking in the amount of \$14,713.12 for work completed under contract # 23-50, culvert replacement and rehabilitation.**

RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry

Hoisington, NAYS: None

- B. Motion by Jim Purfeerst, seconded by Gerry Hoisington, to approve final payment to Kielmeyer Construction in the amount of \$30,009.90 for work completed under contract # 23-51.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None
- C. Motion by Jeff Docken, seconded by Galen Malecha, to approve the final payment to Warning Lites of Minnesota in the amount of \$2,229.80 for work completed under contract # 23-052.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None
- D. Motion by Galen Malecha, seconded by Jim Purfeerst, to award a professional service contract to Erickson Engineering in the amount of \$25,310.00 for design work to replace bridge # 88048.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None
- E. Motion by Jim Purfeerst, seconded by Galen Malecha, to award a professional service contract to SRF Consulting for the Decker Avenue Corridor Study in the amount of \$45,094.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None
- F. Motion by Galen Malecha, seconded by Gerry Hoisington, to approve of the Right of Way easement acquisitions on Parcels 6,8,9 & 11 of Project SAP 066-676-003 totaling \$67,579.00.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None
- G. Motion by Gerry Hoisington, seconded by Jim Purfeerst, to approve and adopt Resolution #23-048 Establishing Stop Signs on County Road No. 92.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None
- H. Motion by Gerry Hoisington, seconded by Jeff Docken, to approve the professional service contract amendment with Widseth Smith Nolting and Associates, Inc (WSN) CSAH 76 Design.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

XI. FINANCE: Paula O'Connell

- A. Motion by Galen Malecha, seconded by Jeff Docken, Adoption of Resolution #23-052 Levying Tax on Taxable Property & Adopting 2024 Budget.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None
- B. Motion by Jeff Docken, seconded by Galen Malecha, to approve the 2024 Fee Schedule.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

XII. ADMINISTRATION: Sara Folsted

- A. Motion by Jeff Docken, seconded by Jim Purfeerst, to approve the Consent Agenda as presented.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None
1. Extra Time/Over Time Report 11-17-2023
 2. Payment of Bills
Bills Totalled: \$998,341.43 Claims over \$2000 listed: Access On Time Companies Inc 13,950.00, Burnett/Chantal 2,370.00, CUMMINGS MOBILITY CONVERSIONS & SUPPLY 2,577.00, Dept Of Human Services SWIFT 3,906.73, Dimick/Dan 3,809.56, Douville/Corey & Jenny 3,904.80, Ecker/Stephen R 6,500.00, Eldred-Whitehead/Chris or Kerri 3,153.36, Giadyu/Frances or Paul 2,161.80, Greater Minnesota Family Services 8,761.50, Hahn Douville/Olivia or Samantha 12,231.00, Heartland Girls Ranch 5,216.00, Horizon Homes Inc 116,263.32, Jaspers, Moriarty & Wetherille P.A. 2,925.00, Johnson/Heidi & Peter 2,082.00, Johnson/Scott or Stacy 2,710.20, KCQ INC 18,182.08, Little Learning Academy 2,196.00, New Life Treatment Center 2,200.00, Nexus Gerard Family Healing LLC 6,206.10, Northwest Passage Ltd 17,186.00, Peterfeso/Charlie & Jenna 2,048.40, Schroeder/Rebecca A 2,349.00, Slinger/Jeanne 3,148.02, Smith/Paula 2,354.40, Van Houdt/Nick & Casey 2,280.60, Village Ranch Inc

11,683.50 Advanced Correctional Healthcare Inc 11,771.87, Alternative Resolutions Inc 6,490.12, Amazon Capital Services Inc 2,007.69, BHE Community Solar LLC 19,440.87, Blahnik Prchal & Stoll 21,600.00, Bolton & Menk Inc 13,863.00, Cargill Inc 28,268.50, Central Pension Fund 3,529.04, Colby Law LLC 5,100.00, Community Co-Op General Office 9,888.14, Dundas City 3,111.33, Elk Creek Consulting 2,786.41, Frana Masonry & Excavation 9,270.00, Information Systems Corp 21,223.00, Innovative Office Solutions 2,135.83, Kielmeyer Construction Company 3,510.40, Kilgore/Douglas 4,700.00, Klein McCarthy Architects 27,376.47, Life Insurance Company of North America 2,296.23, Lincoln Financial Group 6,874.40, Lonsdale City 126,155.04, Martin/James 2,150.00, MetLife 14,370.52, Minnesota Teamsters Union #320 10,899.00, MN Public Employees Assoc 3,792.00, Nexus - Mille Lacs Academy 9,672.93, Parker Kohl Funeral Home & Crematory 2,429.41, Quality Appliance Inc 12,881.00, Ronco Engineering Sales 3,720.64, Schmidt Goodman Office Products Inc 202,874.16, Staples Oil Co 19,274.42, Streichers 5,436.79, Ziegler Inc 5,465.44

3. Personnel Appointments 12--12-2024

Cindy Gray PT, Office Specialist, Public Health at \$30.34/hr., eff. 01/01/2024

MacKlenzie Klett FT, Office Support Specialist, Environmental Services at \$23.14/hr., eff. 12/18/2023

Kylie MacLeod FT, Health Educator, Public Health at \$30.19/hr., eff. 12/4/2023

Denise Mesta PT, Community Health Worker, Public Health at \$24.25/hr., eff. 12/10/2023

Samuel Nelson FT, Program Technician, Highway at \$32.24/hr., eff. 12/11/2023

B. It has been requested to move this item: Revisions to Rice County Personnel Policies & Procedures to the Rice County Board of Commissioners Meeting on December 26, 2023. No Action at this time.

XIII. ADJOURNMENT

Motion by Galen Malecha, seconded by Jim Purfeerst, to adjourn the meeting.

RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

Approved by the Rice County Board of Commissioners on the 26th day of December 2023.

RICE COUNTY BOARD OF COMMISSIONERS

Steve Underdahl, Chairperson

ATTEST:

Sara Folsted, County Administrator