

**OFFICIAL PROCEEDINGS OF THE
RICE COUNTY BOARD OF COMMISSIONERS
Commissioner's Room / Government Services Building
Tuesday, December 26, 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 Jim Purfeerst, 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 Gerry Hoisington, to approve the minutes of the Regular Board Meeting December 12, 2023.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

II. ENVIRONMENTAL SERVICES: Julie Runkel

- A. **Motion by Galen Malecha, seconded by Jeff Docken, to approve the Conditional Use Permit with the conditions and findings recommended by the Planning Commission for Benjamin Koziolk.**
The property is located in Section 1 of Cannon City Township.
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None
- B. **Motion by Jim Purfeerst, seconded by Galen Malecha, to approve the Interim Use Permit with the conditions and findings recommended by the Planning Commission for Nick Hubers. The property is located in Section 5 of Northfield Township.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None
- C. **Motion by Jim Purfeerst, seconded by Galen Malecha, to approve the Final Plat with the conditions and findings recommended by the Planning Commission for David and Jacquelyn Hubers. The property is located in Section 18 of Northfield Township.**
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 Appoint Gerry Hoisington and Galen Malecha to the Rice County Canvassing Board for the PNP Election.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None
- B. **Motion by Galen Malecha, seconded by Jim Purfeerst, to adopt Resolution #23-046 Ballot Boards for the 2024 Election Cycle.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

IV. PUBLIC HEALTH/NURSING: Deb Purfeerst

- A. **Motion by Galen Malecha, seconded by Jeff Docken, to approve a two-year renewal agreement with HealthFinders Collaborative for reproductive health services.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

V. SOCIAL SERVICES: Rick Gieseke

- A. **Motion by Jeff Docken, seconded by Jim Purfeerst, to approve the Three Rivers Hiawathaland Contract for 2024.**
RESULT: Approved, AYES: Steve Underdahl, Galen Malecha, Jeff Docken, Jim Purfeerst, Gerry Hoisington, NAYS: None

Motion by Galen Malecha, seconded by Jeff Docken to approve the CAC FRSP Contract for 2024.

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

Motion by Jeff Docken, seconded by Galen Malecha to approve the Dimick Counseling Contract for 2024.

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

B. Motion by Jeff Docken, seconded by Jim Purfeerst, to approve and accept Donations for Children and Families in need.

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

VI. COMMUNITY SERVICES AND COMMUNITY CORRECTIONS: Rick Gieseke and Angela Brewer

A. Motion by Galen Malecha, seconded by Jeff Docken, to give permission to proceed with the dismissal of probation fee debt that is beyond the statute of limitations for collection.

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

B. Motion by Jim Purfeerst, seconded by Galen Malecha, to approve and adopt Resolution # 23-056 appointing Jake Marinenko, Zach Pruitt and Sherry Johnston to serve two-year terms on the Rice County Community Corrections Advisory Board.

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

VII. PARKS & FACILITIES: Matthew Verdick

A. Motion by Gerry Hoisington, seconded by Jeff Docken, to accept a quote for a cellular enhancement system for the Public Safety Center with Berk-Tel Communications for the amount of \$98,810.00 for Digital Interior Cellular Enhancement Services.

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

VIII. ATTORNEY'S OFFICE: Brian Mortenson

A. Motion by Jeff Docken, seconded by Galen Malecha, to approve and sign a contract for Prosecution Services for the City of Lonsdale.

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

B. Motion by Galen Malecha, seconded by Gerry Hoisington, requesting Board approval of the Minnesota Government Data Practices Act update.

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

IX. HIGHWAY: Dennis Luebbe

A. Motion by Galen Malecha, seconded by Jim Purfeerst, to set a Public Hearing on the 2024- 2033 Transportation Improvement Plan for 9 AM on January 23, 2024.

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

B. Motion by Jeff Docken, seconded by Jim Purfeerst, to approve the Out-of-State travel request for Dennis Luebbe to attend the annual NACE Conference.

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

X. FINANCE: Paula O'Connell

A. Motion by Jeff Docken, seconded by Jim Purfeerst, to approve the 2024 hourly rate for drainage ditch legal services.

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

B. Motion by Galen Malecha, seconded by Jim Purfeerst, to approve the 2024 Fee Schedule amendment.

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

XI. ADMINISTRATION: Sara Folsted

A. Motion by Jeff Docken, seconded by Galen Malecha, 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 12-1-2023

2. Payment of Bills

Bills Totaled: \$3,273,104.53 Claims over \$2000 listed: 180 Degrees, Inc 15,510.27, Access On Time Companies Inc 7,494.00, Alternative Resolutions Inc 26,328.34, ANOKA METRO RTC 18,954.00, Barna/Benita 2,070.75, Bilotta/Merric 2,334.47, Blue Earth County Human Services 25,328.13, Counseling Services Of Southern Mn Inc 4,790.00, Dept Of Human Services SWIFT 4,910.15, Forensic Nursing Home 2,682.00, Horizon Homes Inc 262,993.75, Lssmn 3,087.18, Moose Lake RTC 8,517.90, MSOP-MN SEX OFFENDER PROGRAM 17,962.50, Northwoods Children Center 9,268.08, Prairie Lakes Youth Programs 10,880.26, Redwood Toxicology Laboratory Inc 7,512.90, St Peter Rtc 3,183.00, Weissenborn/Carol 7,658.00, Welch/Jennifer or Mark 2,925.80, WILLMAR REG TRMT CENTER 104,880.00, Workforce Development Inc 33,437.57, Accurate Controls Inc 27,889.15 ADP Inc 9,139.66, Alternative Resolutions Inc 6,192.12, American Solutions For Business 4,689.15, Archambault Bros Disposal Inc 3,865.27, Bob Barker Company Inc 20,000.64, Botach Inc 27,957.00, Braun Intertec Corp 26,235.75, Casa Inc 3,780.00, Chappell Central Inc 82,900.95, Community Action Center of Northfield 59,078.13, Community Co-Op General Office 9,782.14, Contegritty Group Inc 65,704.30, Dakota County Financial Services 11,375.00, Davis Mechanical Systems Inc 129,675.00, Dem-Con Materials Recovery 18,402.72, Dem-Con Trucking 22,626.72, Deming Construction Inc 197,160.63, Dept Of Human Services SWIFT 62,368.08, Dick's Sanitation 20,161.71, Electrical Production Services 9,564.08, Emerge Enterprises 3,300.00, Faribault City 29,500.69, Fastenal Company 4,237.67, Flom Septic & Drain Inc 4,637.00, Fluence USA 9,748.00, Foth Infrastructure & Environment LLC 6,380.65, Fransén Decorating Inc 40,566.71, Freeborn County Sheriff 17,640.00, Guardian Fleet Safety 16,169.62, Hancock Concrete Products Co 7,623.64, HBD 2,660.47, Heartland Glass Co Inc 14,965.46, Hiller's Commercial Floors 6,841.20, Innovative Office Solutions 2,965.46, Inspectron Inc 13,725.00, Intoximeters Inc 2,380.00, Jr's Advanced Recyclers Inc 3,013.75, Kilgore/Douglas 3,850.00, Kriha Electric 6,356.52, Laketown Electric Corp 209,000.00, Le Sueur County Sheriff 13,915.00, Life Insurance Company of North America 2,296.23, Lincoln Financial Group 6,856.70, LSQ Funding Group LC 3,190.72, Lum Md/Donald L 2,000.00, Masters Plumbing Heating & Cooling LLC 122,740.00, Medford Sand & Gravel LLC 12,287.63, Met-Con Construction Co Inc 279,831.36, Met-Con Construction Co Inc 13,568.85, MetLife 13,814.73, Mid America Business Systems 10,357.04, Minnesota Monitoring Inc 2,141.50, Mvtl Laboratories Inc 5,849.60, Nexus - Mille Lacs Academy 4,313.92, Northfield City 14,395.61, Northfield Healthy Community Initiative 8,254.78, Northland Concrete & Masonry Co 9,197.00, Office of MN IT Services 4,842.52, Paape Companies Inc 30,405.00, Pace Analytical Services, LLC 3,103.75, Pietsch Construction 165,246.80, Quadient Finance USA Inc 2,000.00, Rent N Save Portable Services Inc 7,920.00, Rice Lake Fab Inc 5,061.63, River Bend Nature Center 8,403.38, Schmidt Goodman Office Products Inc 65,078.91, Scott County Treasurer 6,894.56, Spartan Steel Erectors Inc 5,700.00, State Bank Of Faribault 286,720.00, Streichers 8,250.14, Summit Companies 37,907.90, Summit Food Services LLC 25,918.20, Tenvoorde Ford Inc 41,828.88, Thomson Reuters - West 8,697.38, Tifco Industries 2,187.78, Timms Trucking Inc 4,535.17, Tritech Software Systems 5,767.82, United Rentals (North America) Inc. 9,835.50, University Of Minnesota 33,484.92, Valley Staffing 2,439.93, Veolia Environmental Services 15,922.05, Voyant Communications LLC 2,090.47, Waterford Oil Co Inc 3,599.96, Weissenborn/Carol 5,092.40, West Central Sanitation 5,080.30, Wholesale Tire 2,081.81, Widseth Smith Nolting Inc 29,054.50, Xcel Energy 2,383.95, Ziegler Inc 6,134.01

3. Personnel Appointments 12-26-2023

Dineen Anderson FT, Office Support Specialist, Administration at \$20.52/hr., eff. 1/8/2024

Daniel Berndtson FT, Sheriff Patrol Deputy, Sheriff's Office at \$46.56/hr., eff. 1/4/2024

Nicholas Bongers FT, Engineer Tech Senior, Highway at \$32.24/hr., eff. 12/26/2023

Taylor Hutton FT, Social Worker Child Protection, Social Services at \$32.72/hr., eff. 1/3/2024

Bre Macheel PT, Public Health Nurse, Public Health at \$38.94/hr., eff. 1/7/2024

Leah Towler FT, Taxpayer Account Analyst, Property Tax & Elections at \$31.54/hr., eff. 12/26/2023

Angela Preuss FT, Property Tax Specialist, Property Tax & Elections at \$25.14/hr., eff. 1/3/2024

Thomas Schouviller On Call, On Call Transport Officer, Sheriff's Office at \$23.14/hr., eff. 12/27/2023

Christopher Tonjum Temp, Investigator, Sheriff's Office at \$39.91/hr., eff. 1/8/2024

Jody Wagner FT, Asst Director Property Tax & Elections, Property Tax & Elections Department at

\$51.81/hr., eff. 12/26/2023

Karie Svien FT, Elections Specialist, Property Tax & Elections at \$27.12/hr., eff. 12/26/2023

B. Motion by Galen Malecha, seconded by Jeff Docken, requesting to approve and adopt Resolution #23-053 setting the 2024 salary of the Rice County Sheriff at \$166,920.00.

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

C. Motion by Galen Malecha, seconded by Jeff Docken, requesting approval and adoption of Resolution #23-054 setting the 2024 salary for the County Attorney at \$155,150.00.

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

D. Motion by Jeff Docken, seconded by Galen Malecha, requesting approval and adoption of Resolution #23-055 setting the 2024 Commissioner Salary to \$42,735.00 and Per Diem at \$85.00.

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

E. Motion by Galen Malecha, seconded by Jim Purfeerst, to approve the revisions to the Rice County Personnel Policies & Procedures, Policy #3300 Sick Leave, to include the statutory requirements of the Earned Sick and Safe Time (ESST) as set by the 2023 Minnesota Legislative changes.

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

XII. ADJOURNMENT

Motion by Jim Purfeerst, seconded by Galen Malecha, 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 this 2nd day of January, 2024.

RICE COUNTY BOARD OF COMMISSIONERS

Galen Malecha, Chairperson

ATTEST:

Sara Folsted, County Administrator