

BENTON COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
AUGUST 16, 2022

The Benton County Board of Commissioners met in regular session on August 16, 2022, in the Benton County Board Room in Foley, MN. Call to order by Chair Steve Heinen was at 9:00 AM followed by the Pledge of Allegiance to the flag. A roll call showed Commissioners Beth Schlangen, Scott Johnson, Steve Heinen, Jared Gapinski and Ed Popp present.

County Administrator Montgomery Headley requested to amend the agenda to move Commissioner Heinen's Agenda request to be after County Engineer Chris Byrd's Agenda items at 9:45 AM, and to add the discussion of the Mississippi/St. Cloud 1 Watershed 1 Plan as the second topic under Land Services Director Roxanne Achman at 9:25 AM. Motion by Popp and seconded by Johnson to approve the amended agenda. Motion carried unanimously.

There was no one present from the public to speak under Open Forum.

Motion by Popp and seconded by Johnson to approve Consent Agenda items 1 - 10: 1) approve the Regular Meeting Minutes of August 2, 2022 and authorize the Chair to sign; 2) approve the Resolution to amend the Highway Department Striping and Capital Equipment Budgets for 2022 and authorize the Chair to sign; 3) approve a request for a medical unpaid leave for a Benton County Employee; 4) approve an agreement with the State of Minnesota to receive the Emergency Management Performance Grant for the period of October 1, 2021 to September 30, 2022 and authorize the Chair to sign; 5) approve the appointment of Cheryl Scapanski to the County Extension Committee Representing District 4; 6) approve the Resolution for Joint Powers between the County Attorney's Office and the Minnesota Department of Public Safety for County Attorney Office Access to Criminal Justice Information; a five-year agreement and authorize the Chair to sign; 7) approve the amendment to the contract with Pictometry and Minnesota Counties Computer Cooperative (MnCCC) and authorize the Chair to sign; 8) approve the Administrative Agreement with the City of Rice and authorize the Chair to sign; 9) approve the Maintenance Contract with GeoComm and authorize the Chair to sign; 10) approve the contract amendment to the MN DOC Work Release Contract and authorize the Chair to sign. Motion carried unanimously.

Next, Human Services Deputy Director Sandi Shoberg presented a retirement award to Lauree Gunderson, a Social Worker in Human Services in appreciation for 30 years of loyal and distinguished service to Benton County. Gunderson's retirement is effective August 29, 2022.

Next, University of Minnesota Extension Educator Ann Olson requested the County Board to consider a Proclamation to recognize the week of October 2 – 8, 2022 as 4-H Week in Benton County. 4-H participants Bella Pederson, Travis Boyle, Morgan Molitor, Austin Molitor and Brady Roberts each shared how 4-H has helped them become more confident, independent, resilient and compassionate leaders. Motion by Johnson and seconded by Popp to approve the Proclamation to recognize the week of October 2 – 8, 2022 as 4-H Week throughout Benton County, and encourage all of our citizens to

recognize 4-H for the significant impact it has made and continues to make by empowering youth with the skills they need to lead for a lifetime. Motion carried unanimously.

Next, Human Resources Director Johanna Mattson requested the County Board to consider the David Drown and Associates (DDA) recommendation to create one Child Support Officer Lead position and abolish one of the current approved Child Support Officer positions. On April 5, 2022 the County Board approved the request from the Human Services Director to allow DDA to review the need for a lead or senior position in the child support area. After DDA's review of the documentation from both the 2020 study and the 2022 completed Position Analysis Questionnaire (PAQ), the recommendation is to create one Lead Child Support Officer and abolish one Child Support Officer position. Mattson stated the position will be at Grade 7 of the Benton County pay scale. Motion by Gapinski and seconded by Popp to approve one new Child Support Lead position classification and abolish one Child Support Officer position classification upon a promotion of a current employee to a lead position as recommended by DDA. Motion carried unanimously.

Next, Mattson requested the County Board to consider delegating the authority to the County Administrator to sign the MCH-WEX Agreement and the Employee Participation and Adoption Agreement – VEBA Direct Service agreement. Mattson stated that as the County moves the employee HSA, VEBA and FSA accounts from Further to WEX, new agreements must be set up. This needs to be in place prior to our September 1, 2022 start date with our new administrator. Tim Hanson of Marsh McLennon Agency (MMA), Benton County's Broker and Assistant County Attorney Michelle Meyer were both present virtually to provide information and feedback regarding this change. Meyer stated since the Master Services Agreement is not complete, she would recommend approving the agreement contingent on the completion of the Master Service agreement between WEX and the Minnesota Healthcare Consortium. Mattson stated that delaying this process would prevent the employees from using their funds. Johnson stated he has a problem with signing an agreement that isn't valid yet. Johnson suggested having a Special Meeting to discuss the options if the Master Agreement has not been completed by August 25, 2022. Motion by Gapinski and seconded by Heinen to delegate the County Administrator to sign the WEX Agreement contingent upon the Master Services Agreement being signed by August 25, 2022, and if not signed, we will have a Special Meeting to discuss future steps. Motion carried unanimously.

Next, Land Services Director Roxanne Achman discussed the utility scale solar projects in Benton County. This Regular Agenda item was for informational purposes only.

Then, Achman provided an update on the Mississippi 1 Watershed 1 Plan and stated the Clearwater Watershed will not participate, and if any changes need to be made, it will need to be discussed at a future meeting. This was for informational purposes only.

Next, Human Services Director Robert Cornelius requested to submit the Data Analyst position for review with DDA. Cornelius stated that this position has taken on more scripting and coding responsibilities than was originally planned. In addition, it will be taking on supervisory duties. Motion

by Popp and seconded by Johnson to approve the request to submit the Data Analyst position to DDA for re-evaluation. Motion carried unanimously.

The Regular County Board meeting was recessed at 9:51 AM to conduct a Human Services Board Meeting.

The Regular Board meeting reconvened at 9:53 AM.

Next, County Engineer Chris Byrd provided notification of Federal Highway Administration final rule regarding Pavement Marking Retroreflectivity. This Regular Agenda item was for informational purposes only.

Next, Byrd requested approval for out-of-state travel to attend the Transportation Alliance Washington DC Fly-In. The Minnesota Transportation Alliance (of which Benton County is a member), is hosting an event September 20 – 22, 2022 in Washington DC to hear from Minnesota's congressional delegation on the federal transportation legislation, the Infrastructure Investment and Jobs Act. Byrd added that they will be meeting with our members of Congress one-on-one to discuss Benton County's federal funding needs. Motion by Popp and seconded by Johnson to send Byrd, Commissioner Heinen and Commissioner Gapinski to the Minnesota Transportation Alliance Washington DC Fly-In. Motion carried unanimously.

Next, Board Chair Commissioner Heinen requested discussion on a possible policy handbook for County Commissioners. After a brief discussion, there was a consensus among the County Board to create a handbook for County Commissioners. Headley will contact Wright County for its handbook,

Next, Board members reported on recent meetings they attended on behalf of Benton County.

Under Comments by Commissioners, Gapinski stated we need to be prepared when we go to meetings and we need to understand the topics that will be discussed, and if we don't understand, we should reach out and ask questions beforehand to have a better understanding. Gapinski said "it looks bad when we show up late and nobody knows where we are at. We need to be prompt... we are here to do a job." Heinen added that he hopes the Commissioner Handbook will address these issues.

Johnson/Heinen to set the Committees of the Whole: Wednesday, September 7, 2022 and Monday, September 19, 2022 Budget Work Sessions in the Benton County Boardroom, 9:00 AM; Tuesday, September 27, 2022 Discussion on Highway Issues and Cyber Security, Benton County Boardroom, Foley, 9:00 AM; Thursday, September 29, 2022 Benton County Township Officers Association Fall Meeting, Glendorado Township Hall, 792 190th Ave NE, Princeton, MN 56371, 7:30 PM; Thursday, October 27, 2022 Benton Economic Partnership (BEP) Quarterly Meeting at the Clearing, 195 River Ave S Sauk Rapids, MN 56379, 7:30 AM; Thursday, October 27, 2022 Joint Meeting with BEP and the Benton County Board at the Clearing, 195 River Ave S Sauk Rapids, MN 56379, 9:00 AM or upon conclusion of the BEP Quarterly Meeting; Motion carried unanimously.

There was a consensus by the County Board to change the date of the second Regular Board Meeting in September (September 20th Meeting) to Monday, September 26, 2022 at 9:00 AM.

The Regular Board Meeting was adjourned at 10:38 AM.

ATTEST:

Steven J. Heinen, Chair
Benton County Board of Commissioners

Montgomery Headley
Benton County Administrator