

PROCEEDINGS OF THE RED LAKE COUNTY BOARD OF COMMISSIONERS

January 2, 2024

Pursuant to adjournment of its last meeting, the Red Lake County Board of Commissioners duly met in regular session at the Courthouse in Red Lake Falls, MN on January 2, 2024, at 10:00 am.

CALL TO ORDER

Chairman Remick called the meeting to order. Commissioners present were Al Remick, Eric Mickelson, Tony Gerardy, Ron Weiss, and Chuck Flage. The Pledge of Allegiance was recited.

ELECTION OF OFFICERS

Auditor Kelsey Gervais called for nominations for Chair of the Red Lake County Board for 2024. Commissioner Remick nominated Commissioner Gerardy as Chair. Auditor Gervais called for further nominations two times, and there were none. A motion to cease nominations and cast a unanimous ballot for Commissioner Gerardy to serve as the 2024 Board Chair was made by Commissioner Weiss, seconded by Commissioner Flage, and carried unanimously. Auditor Gervais then turned the meeting over to Chair Gerardy. Commissioner Gerardy called for nominations for Vice-Chair. Commissioner Remick nominated Commissioner Mickelson as Vice-Chair. Board Chair Gerardy called for further nominations twice, and there were none. A motion to cease nominations and cast a unanimous ballot for Commissioner Mickelson to serve as the 2024 Board Vice-Chair was made by Commissioner Flage, seconded by Commissioner Weiss, and carried unanimously.

APPROVAL OF AGENDA

Commissioner Flage moved, seconded by Commissioner Remick, and carried unanimously to approve the agenda with the following additions and corrections.

- HR Director Angie Lundeen re: County Website
- Change "Gopher Bounty" to "Beaver Bounty"
- Remove "Consider Bids for County Paper"

HR ANNOUNCEMENTS

HR Director Angie Lundeen met with the board to discuss the price increase of the County's website. After contacting the service provider, it was determined that the County's website needs upgrading which explained the substantial price increase. Lundeen asked to hold off on upgrading for another year, which would give the County time to look into alternative companies for web hosting.

ENVIRONMENTAL ANNOUNCEMENTS

Environmental Officer Kurt Casavan presented the board with the 2024 legal ditch assessments. Casavan informed the board that there are only two ditches that have assessment changes from the previous year. Commissioner Mickelson moved, seconded by Commissioner Weiss, and carried unanimously to approve the payable 2024 legal ditch assessments and to authorize the County Auditor to levy such assessments for ditch maintenance purposes against the benefitted property owners in the following amounts:

CD-2	\$5,000.00	CD-62	\$5,000.00
CD-3	\$1,000.00	CD-64	\$2,000.00
CD-4	\$5,000.00	CD-67	\$1,500.00
CD-9	\$3,000.00	CD-69	\$2,000.00
CD-12	\$3,000.00	CD-70	\$500.00

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CD-17	\$3,000.00	JCD-1	\$5,000.00
CD-1865	\$2,000.00	JCD-3	\$2,000.00
CD-22	\$1,000.00	JCD-11	\$1,500.00
CD-23	\$500.00	JCD-13	\$3,000.00
CD-24	\$3,000.00	JCD-15	\$4,000.00
CD-28	\$1,000.00	JCD-31	\$2,000.00
CD-57	\$7,500.00	JCD-60	\$6,000.00
CD-58	\$4,000.00	JCD-64	\$4,000.00
CD-60	\$4,000.00	JCD-66	\$8,000.00
CD-61	\$5,000.00	JCD-71	\$5,000.00
TOTAL	\$99,500.00		

Commissioner Mickelson moved, seconded by Commissioner Weiss, and carried unanimously to approve the 2024 legal ditch assessments.

2024 COMMISSIONER BOARD MEETINGS

Commissioner Remick moved, seconded by Commissioner Flage, and carried unanimously to establish the second and fourth Tuesdays of each month at 10 am as the 2024 regular board meeting dates and times, with the exception of the December 24th meeting being changed to December 17th.

MEAL REIMBURSEMENT POLICY

Auditor Kelsey Gervais met with the board to approve the County’s 2024 meal reimbursement policy and mileage reimbursement rate. The rate of reimbursement for travel expenses of Red Lake County employees and officials for the use of their own private vehicle on County business is set at the IRS rate of \$0.67 per mile. The meal expense reimbursement for travel outside of Red Lake County is not to exceed: Breakfast - \$20.00, Lunch - \$20.00, Supper - \$30.00. Meal reimbursement is made for the exact expenditure and not for the maximum amount allowed. Meals are defined according to the standard meal model of breakfast, lunch, and supper and do not include snacks in between. Tips and alcoholic beverages are not reimbursable. Itemized receipts are required to receive reimbursement for any expenses.

Commissioner Mickelson moved, seconded by Commissioner Remick, and carried unanimously to approve the 2024 meal reimbursement policy and mileage reimbursement rate.

BEAVER BOUNTY

Commissioner Mickelson moved, seconded by Commissioner Flage and carried unanimously to approve the 2024 beaver bounty at \$75 each.

COUNTY BOARD ASSIGNMENTS

and duly adopted to approve the legally constituted annual county board assignments for 2024 as follows:

- Board of Health, County Law Enforcement, County Zoning and Ordinance Committee, Ditch, Finance, Job Evaluation, Road & Bridge, Solid Waste, Union Negotiations – County Board
- Advisory Board to Red Lake Watershed District – Weiss (delegate) and Gerardy (alternate)
- Area Agency on Aging – Weiss (delegate) and Mickelson (alternate)
- Association of Minnesota Counties (AMC) – County Board
- AMC Policy Committees: Environment/Natural Resources – Remick

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General Government – Weiss
Health & Human Services – Mickelson
Public Safety – Gerardy
Transportation – Flage
Citizens Advisory Committee (RLWD) – Weiss
County Economic Development Board – Flage and Gerardy
County Extension – Mickelson and Gerardy
County Fair Board – Mickelson (delegate) and Gerardy (alternate)
County Parks – Flage (delegate) and Gerardy (alternate)
County Roads – Weiss and Gerardy
County Safety – Remick
County Water Res. Advisory (SWCD) – Gerardy
County Weed Advisory Committee – Weiss
Courthouse Purchasing/Maintenance/Planning – Gerardy
Emergency Management – Gerardy
Household Hazardous Waste – Mickelson (delegate) and Gerardy (alternate)
Inter-County Community Council – Mickelson
Inter-County Nursing Service – Flage
Joint Counties Watershed Board – Weiss (delegate) and Flage (alternate)
Joint County Ditch Board – Weiss, Remick and Gerardy
Law Enforcement Committee – Weiss and Remick
Law Library – Gerardy
Minnesota Rural Counties (MRC) – Flage (delegate) and Gerardy (alternate)
Northwest Mental Health Center (Alluma) – Remick
NW Regional Development Commission – Flage (TAC & RTCC), Weiss (Aging), Mickelson (Loan)
NW Regional Emergency Radio Board – Remick (delegate) and Gerardy (alternate)
Personnel Committee – Weiss and Remick
Quin-County Board of Health – Weiss (delegate) and Gerardy (alternate)
Red Lake County Affordable Housing Committee – Remick
Regional Corrections – Weiss and Remick
Red Lake River Corridor Workgroup – Remick (delegate) and Flage (alternate)
Red River Basin (Int’l Coalition) – Remick
RLWD One Watershed/One Plan (1W1P) – Weiss (delegate) and Flage (alternate)

MINUTES

Commissioner Remick moved, seconded by Commissioner Flage, and carried unanimously to approve the minutes from the special meeting on December 6th, 2023.

EXPENDITURES

Commissioner Flage moved, seconded by Commissioner Mickelson, and carried unanimously to approve the following expenditures for the period:

<u>Vendor</u>	<u>Amount</u>
OnSolve, LLC	\$2,428.00
2 Payments less than \$2,000	<u>\$1,093.89</u>
TOTAL	\$3,521.89

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COMMITTEE REPORTS

There were no committee reports to share.

AUDITOR ANNOUNCEMENTS

Auditor Gervais presented the board with a resolution authorizing the Auditor to pay routine bills. Commissioner moved, seconded by Commissioner , and carried unanimously to approve **Resolution 01-01-2024** as follows:

BE IT RESOLVED, that the County Auditor is hereby authorized to pay:

- Regular wages, approved benefits, and related withholding
- Flexible spending and VEBA administration
- Excess PERA Police State Aid
- Unemployment tax
- Garnishments
- Approved appropriations
- County contract wages paid to University of Minnesota for Extension services
- Engineering consultant contracts
- Expenses for jurors and witnesses
- Claims signed by a judge
- Utility bills, postage, telephone, lease agreements, fuel payments, and freight
- Contract partial payments
- Claims approved by other authorized boards, which includes authorization for payments by designated officials where the County is serving as fiscal agent
- Pass-through grants
- Tax and miscellaneous refunds
- Beaver bounty
- Claims for Sheriff service fees
- Miscellaneous legal fees and expenses required by the County Attorney
- License and tax on vehicles
- Other prior approved transactions for 2024

Gervais presented the board with the final 2024 budget and levy, which showed an increase of 6.9% and a total levy amount of \$3,764,034.00.

Gervais presented the board with a resolution to authorize a County UOCAVA ballot board for 2024. Commissioner Remick moved, seconded by Commissioner Mickelson, and carried unanimously to approve **Resolution 01-02-2024** as follows:

WHEREAS Red Lake County is permitted by Minnesota Statute 203B.13, Subd.1 to authorize a County UOCAVA Ballot Board; and

WHEREAS this authorization will bring uniformity in the processing of accepting or rejecting returned absentee ballots to the Red Lake County Auditor that would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22; and

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WHEREAS this will eliminate the need for election judges to perform this technical and time-consuming task on election day wherein the County UOCAVA Ballot Board can begin this process 46 days prior to an election; and

WHEREAS this will speed the processing of accepted absentee ballots delivered to the precincts to be incorporated into the vote counts on election day thus giving election judges more time for the voters at the polls; and

THEREFORE, BE IT RESOLVED, that the Red Lake County Board of Commissioners hereby authorizes the Red Lake County Auditor to implement a County UOCAVA Ballot Board that would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 to perform the task.

Gervais presented the board with a resolution to authorize a County absentee ballot board for 2024. Commissioner Remick moved, seconded by Commissioner Mickelson, and carried unanimously to approve **Resolution 01-03-2024** as follows:

WHEREAS Red Lake County is permitted by Minnesota Statute 203B.13, Subd.1 to authorize a County Absentee Ballot Board; and

WHEREAS this authorization will bring uniformity in the processing of accepting or rejecting returned absentee ballots to the Red Lake County Auditor that would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22; and

WHEREAS this will eliminate the need for election judges to perform this technical and time-consuming task on election day wherein the County absentee ballot board can begin this process 46 days prior to an election; and

WHEREAS this will speed the processing of accepted absentee ballots delivered to the precincts to be incorporated into the vote counts on election day thus giving election judges more time for the voters at the polls; and

THEREFORE, BE IT RESOLVED, that the Red Lake County Board of Commissioners hereby authorized the Red Lake County Auditor to implement a County Absentee Ballot Board that would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 to perform the task.

COUNTY APPROPRIATIONS

Commissioner Flage moved, seconded by Commissioner Remick and carried unanimously to approve the following county appropriations for 2024, with an appropriation over \$20,000 to be paid out in quarterly installments:

AFRAN	\$500.00
Committee on Aging	\$4,000.00
Red River Basin Commission	\$100.00
Red Lake County Fair Board	\$10,000.00
Riverland Association	\$160.00

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American Legion (3 @ \$85)	\$255.00
RRV Development Assoc	\$900.00
Inter County Nursing Service	\$25,938.00
Oklee Ambulance Service	\$22,000.00
RLF Ambulance Service	\$44,000.00
NW Regional Library	\$37,564.00

ADJOURNMENT

A motion was made by Commissioner Flage, seconded by Commissioner Remick, and unanimously carried to adjourn the meeting at 11:41 a.m. The next regular meeting of the board is scheduled for Tuesday, January 23, 2024, at 10:00 a.m.

Attest: _____
Kelsey Gervais, County Auditor

Tony Gerardy, Chairman
Board of Commissioner