

**OFFICIAL PROCEEDINGS  
WINONA COUNTY BOARD OF COMMISSIONERS  
SESSION HELD January 25, 2022  
7:00 PM WINONA COUNTY BOARD ROOM**

The Winona County Board of Commissioners met in the Commissioners Room on the above date with Commissioner Marie Kovecsi; Commissioner Marcia Ward; Commissioner Steve Jacob; Commissioner Greg Olson; Commissioner Chris Meyer; County Attorney Karin Sonneman; Finance Director Pat Moga; Interim County Administrator Maureen Holte; Information Technology Director Chad Lang; Operations Analyst I Steven Dingfelder; Health and Human Services Director Karen Sanness; Emergency Preparedness Specialist Jeff Peterson; Planning and Environmental Services Director Kay Qualley; Executive Assistant Heidi Hund. Chairperson Meyer called the meeting to order at 7:08 PM.

No public comments were heard.

Commissioner Kovecsi and seconded by Commissioner Olson, to approve the County Board minutes dated January 11, 2022. Vote: Yes – 5.

On motion of Commissioner Jacob and seconded by Commissioner Olson, to acknowledge the Parks and Environment Advisory Committee dated November 2, 2021. Vote: Yes – 5.

On motion of Commissioner Jacob and seconded by Commissioner Olson, to acknowledge the Whitewater Joint Powers Board dated October 21, 2021. Vote: Yes – 5.

On motion of Commissioner Ward and seconded by Commissioner Kovecsi, to approve the amended agenda by moving Consent Business item 7.4, 7.16, 7.1 and 7.19 to General Business items 8.00, 8.01 8.02 and 8.03 respectively. Vote: Yes – 5.

On motion of Commissioner Jacob and seconded by Commissioner Olson, to approve the following Consent Business:

Approve Resolution Increasing Sheriff's Department Change Fund.

**RESOLUTION #2022-03**

Increase Change Fund for Sheriff's Department

WHEREAS, the Winona County Board of Commissioners, by previous resolution has authorized the Winona County Sheriff's Department to have a \$100.00 change fund in order to make change when collecting fees from the public; and

WHEREAS, the Winona County Sheriff's Department has an existing and ongoing need to make change for the public and seek to increase the amount of the change fund to a total of \$300.00.

NOW THEREFORE BE IT RESOLVED, that effective January 11, 2022, the Winona County Sheriff's Department shall be authorized to increase its change fund by the amount of \$200.00 resulting in a total change fund of \$300.00.

Adopted at Winona, Minnesota this 25<sup>th</sup> day of January 2022.

Approve Service and Business Associate Agreements with Olmsted County for Tuberculosis Clinic.

Approve Monthly Resolution.

**RESOLUTION #2022-04**

WHEREAS, the Director of Health and Human Services has advised that all Income Maintenance case actions are in conformance with State, Federal and County laws, rules, regulations and policies.

BE IT RESOLVED that all Income Maintenance case openings, closings, suspensions, grant changes and any other affecting client eligibility and payments documented in the Department on the State's MAXIS eligibility system through **January 25, 2022** are hereby approved; and

WHEREAS, the Director of Health and Human Services advised that all Social Service case actions are in conformance with State, Federal and County laws, rules, regulations and policies.

BE IT RESOLVED that all Health and Human Services case openings, closings, payments, placements and licensing actions as documented in the Department on agency listings for licensing actions, case records, record of human service plan cards, purchase of service abstract, reports of refunds and cancellations, payment authorizations and computer printouts through **January 25, 2022** are hereby approved; and

WHEREAS, the Director of Health and Human Services has advised that all Social Service and Welfare claims against the County submitted for payment **January 25, 2022** have been reviewed and are eligible for payment pursuant to all applicable rules, regulations, laws and policies.

BE IT FURTHER RESOLVED, that all bills as listed on listing of warrants and claims against the Community Social Service Act and Welfare funds and Warrant registers shall be approved as valid claims against the County and are hereby approved for payment.

Adopted at Winona, Minnesota this 25<sup>th</sup> day of January, 2022.

Approve Renewal of Purchase of Service and Business Associate Agreements with Catholic Charities Diocese of Winona-Rochester for Guardian-Conservator Services.

Approve Renewal of Purchase of Services and Business Associate Agreements with Lutheran Social Services of Minnesota for Guardian-Conservator Services.

Approve Amendment and Business Associate Agreement with Common Ground for Rule 25/Comprehensive Chemical Health Assessments.

Approve Agreement and Business Associate Agreement with Hiawatha Valley Mental Health Center for Rule 25/Comprehensive Chemical Health Assessments.

Approve Purchase of Service and Business Associate Agreements with Family and Children's Center for Mental Health Services - Basic Living/Social Skills.

Approve Master Subscription and Services and Business Associate Agreements with Binti, Inc., Approvals Platform for Foster Care Application and Workflow Management.

Approve Purchase of Service and Business Associate Agreements with Olmsted County for Specialized Case Management for Potential or Existing Clients of Anoka Metro Regional Treatment Center and MN Security Hospital.

Approve Personnel Board of Appeals Resolution.

#### **RESOLUTION #2022-05**

WHEREAS, Winona County has previously established a Personnel Department by Resolution, and adopted personnel rules; and

WHEREAS, Winona County is required to establish an effective date and appoint an Appeals Board pursuant to Minnesota Statute §375.65, in order to establish a county personnel administration system as provided by Minnesota §375.56; and

WHEREAS, Winona County established the Personnel Administration System, effective March 10, 1986;  
and

WHEREAS, Minnesota Statute §375.65 requires the County Board of Commissioners to appoint three persons to serve staggered terms as members of a Personnel Board of Appeals; and

WHEREAS, the persons so appointed shall not serve while holding any County office, while standing as a candidate for any County office, or while employed by Winona County; and

WHEREAS, the persons so appointed shall be residents of Winona County and shall forfeit office on becoming a non-resident; and

WHEREAS, the County of Winona desires to establish a Veteran’s Preference panel, which complies with the Veteran’s Preference Act, as defined in Minnesota Statute §197.46; and

WHEREAS, the County of Winona desires to have one Board serve as the Personnel Board of Appeals and the Veteran’s Preference panel.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Winona County Board of Commissioners appoints the following persons to serve on the Personnel Board of Appeals and the Commission for the terms indicated.

Emily Solheid	May 26, 2020 — December 31, 2022
Jeremy Beck	January 1, 2021 — December 31, 2023
Meg Krinke	January 1, 2022 — December 31, 2024

Adopted at Winona, Minnesota, this 25<sup>th</sup> day of January, 2022.

Approve Resolution for Donations Received 10/1/2021 - 12/31/2021.

**RESOLUTION #2022-06**

BE IT RESOLVED, By the Winona County Board of Commissioners, that they accept the donations that have been presented. The donations are from 10/1/2021-12/31/2021. The amount of the cash donations is \$5,406.50. Donations are as follows:

Sheriff-SOAR	\$ 600.00
Sheriff-Police Dog	\$ 246.50
Corrections-Restorative Justice	\$ 3,360.00
HHS-Social Services	\$ 1,200.00

Adopted in Winona, Minnesota this 25<sup>th</sup> day of January, 2022.

Approve Transfer of Funds for Retiree Insurance for Period 01/01/2021-12/31/2021.

Confirm Payment of Disbursements.

01/05/22 - 01/18/22		
Fund		
1	Revenue	\$1,030,128.60
2	Recycling & Solid Waste Fund	\$ 82,159.18
3	Road and Bridge	\$ 196,098.23
5	Health & Human Services	\$ 317,074.84
7	Road and Bridge State Aid	\$ 1,595.00

<b>73</b>	<b>Collaborative</b>	<b>\$ 11,179.63</b>
<b>76</b>	<b>Employee Benefit</b>	<b>\$ 6,736.65</b>
<b>81</b>	<b>Settlement Fund</b>	<b>\$ 240,284.71</b>
<b>83</b>	<b>State Revenue Fund</b>	<b>\$ 317,631.85</b>
<b>Total</b>		<b>\$2,202,888.69</b>

161 Vendors Paid Less Than \$2000  
totaling \$106,180.27

Approve DataBank Contract to Coordinate OnBase and OpenGov Databases for Document Retention.

Vote: Yes – 5.

On motion of Commissioner Olson and seconded by Commissioner Kovecsi, to Approve Amended Contracts for COVID-19 Vaccine Campaign. Vote: Yes – 3; No – 2 (Ward, Jacob).

On motion of Commissioner Olson and seconded by Commissioner Kovecsi, to Approve Transfer of Funds from General Fund to Health and Human Service Fund as of 12/31/21. Vote: Yes – 5.

On motion of Commissioner Ward and seconded Commissioner Jacob, to Accept Auditor-Treasurer's Notice of Intent to not File for Re-election. Vote: Yes – 5.

On motion of Commissioner Ward and seconded by Commissioner Jacob, to Accept Recorder's Notice of Intent to File for Re-election. Vote: Yes – 5.

Received Update from County Recorder, Bob Bambenek.

On motion of Commissioner Kovecsi and seconded by Commissioner Olson, to appoint Kelley Stange to Board of Adjustment.

Commissioner Ward called the question. Vote: Yes – 5.

On motion of Commissioner Kovecsi and seconded by Commissioner Olson, to appoint Kelley Stange to Board of Adjustment. Vote: Yes – 2; No – 3 (Ward, Jacob, Meyer).

On motion of Commissioner Ward and seconded by Commissioner Jacob, to keep the Board of Adjustment position open and re-advertise for candidates. Vote: Yes – 5.

On motion of Commissioner Olson and seconded by Commissioner Kovecsi, to re-appoint Kristen Dieterman to Parks and Environment Advisory. Vote: Yes – 5.

On motion of Commissioner Olson and seconded by Commissioner Kovecsi, to appoint Sadie Neuman to Parks and Environment Advisory. Vote: Yes – 5.

On motion of Commissioner Olson and seconded by Commissioner Kovecsi, to appoint William Haxton to the Stockton-Rollingstone-Minnesota City Watershed District. Vote: Yes – 5.

On motion of Commissioner Olson and seconded by Commissioner Kovecsi, to have the County Attorney and Interim County Administrator negotiate a contract for the Interim County Administrator position with salary and conditions of employment, for consideration at a future meeting. Vote: Yes – 5.

Commissioner Ward and seconded by Commissioner Meyer, to approve or deny a future agenda item to discuss the transfer of funds from General Fund to Health and Human Services Fund and holding a future Working Session to obtain clarification.

On motion of Commissioner Olson and seconded by Commissioner Kovcesi to adjourn the County Board meeting at 8:38 p.m. Vote: Yes – 5.

**WINONA COUNTY BOARD OF COMMISSIONERS**

DocuSigned by:

*Chris Meyer*

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Chris M. Meyer  
Board Chair

Attest:

DocuSigned by:

*Maureen L. Holte*

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Maureen L. Holte, Interim County Administrator