

ADJOURNED MEETING OF THE COUNTY BOARD
April 25th, 2023

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday, April 25th, 2023. Members present: Commissioners Forman, Edwin, Kaasa, Shoff and Eckstrom.

The meeting was opened with the Pledge of Allegiance.

Commissioner Shoff offered the following motion;

MOVED, appointing Chelsea Barrett as temporary clerk for the Board meeting.

Motion seconded by Commissioner Edwin.

After discussion, a vote was taken and the Chair declared the motion approved.

Chairman Forman gave a summary of the Closed meeting that took place on April 18th, 2023 giving the following statement. The Freeborn County Board met in a closed session on April 18th, 2023 pursuant to Minnesota Statute Section 13D.05, Subd.3(a) to evaluate the performance of the County Administrator. At the meeting the majority of the Board conclude that the Administrator had not gained the confidence of the majority of the Board members during her initial 6-month period and that continuation of her employment at this time was not the most appropriate course of action. Prior to the meeting the attorneys did explain the purpose of the meeting and the law and the meeting was recorded.

Next on the Agenda was the continued discussion of the appointment of an Interim County Administrator. The Personnel Committee met and Commissioner Shoff reached out to Kelly Callahan who declined the Interim County Administrator position. Jan Fransen who was also the Interim last year, and said that she would be available for any questions that would arise as some sort of consultant basis. Commissioner Edwin reached out to AMC and at this time, they don't have anyone in mind. The next step is to delegate certain duties to certain administrative staff until further discussion and/or resolution. Mike Humpal is planning on being at the upcoming Board meeting to answering any questions. Commissioner Edwin states reaching out to Jan again to see if she would be available by phone as she would not be available in-person.

County Attorney David Walker presents options to the Board moving forward and to delegate certain portions of the County Administrators duties to various employees or officers of the County and draft a resolution during a short recess, delegating those positions. Erin Hornberger has been designated as the Administrative Office's data practice's designee.

The Freeborn County Board of Commissioners will take a short recess from 9:05 to 9:55 to draft resolutions.

Commissioner Eckstrom offered the following resolution;

RESOLUTION 23-139

TEMPORARILY ASSIGNING THE FINANCIAL AND APPROVAL OF THE TIMESHEETS AND REIMBURSEMENTS TO THE FINANCE MANAGER

WHEREAS, the Freeborn County Board of Commissioners terminated the previous County Administrator effective April 18,2023, and;

WHEAREAS, Administrator had financial duties and responsibilities including without limitations, the approval of timesheets and reimbursements,

BE IT THEREFORE BE IT RESOLVED, the financial duties and responsibilities including without limitation the approval of timesheets and reimbursements are hereby delegated to the Financial Manager until such time as the Board provides otherwise.

Resolution seconded by Commissioner Kaasa.

After discussion a vote was taken and the Chair declared the resolution adopted.

Commissioner Kaasa offered the following resolution;

RESOLUTION NO. 23-140
TEMPORARY DELEGATION OF FORMER PERSONNEL DIRECTOR
DUTIES TO ERIN HORNBERGER

WHEREAS, the Freeborn County Board of Commissioners terminated the previous County Administrator effective April 18, 2023, and

WHEREAS, the administrator served as the Personnel Director,

WHEREAS, the Board seeks to ensure that all of the duties of the Personnel Director are performed as needed by a qualified individual,

WHEREAS, the duties hereby assigned are of such complexity and responsibility that they warrant a commensurate pay grade at the director level.

BE IT THEREFORE RESOLVED, the Erin Hornberger is hereby assigned all duties previously performed by the Personnel Director,

AND BE IT FURTHER RESOLVED, the pay grade associated with these duties and which shall be assigned to Erin Hornberger while she is performing the duties and until otherwise provided by this Board shall be Grade 22, Step 1.

Resolution seconded by Commissioner Shoff.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Shoff offered the following resolution:

RESOLUTION NO. 23-141
APPROVAL OF CONSULTATION SERVICES AGREEMENT WITH AMC

WHEREAS, the Freeborn County Board of Commissioners terminated the previous County Administrator effective April 18, 2023, and

WHEREAS, the administrator had significant duties regarding personnel matters,

WHEREAS, the Board seeks to ensure that those duties are properly and appropriately administered,

WHEREAS, the Association of Minnesota Counties is an appropriate agency to provide consulting services to assist, and

WHEREAS, AMC has agreed to provide consultation services as needed for an annual fee of \$4,900.

BE IT THEREFORE RESOLVED, the Board Chair is hereby authorized by this Board to enter into such a consultation agreement with AMC.

Resolution was seconded by Commissioner Edwin.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Shoff offered the following resolution:

RESOLUTION 23-142
RESOLUTION HIRING HUMAN RESOURCE MANAGER POSITION

WHEREAS, the Freeborn County Board of Commissioners has chosen in accordance with Minnesota Statute 375.68 to abolish the Personnel Director position, and

WHEREAS, the Freeborn County Board of Commissioners has chosen to create the Human Resource Manager position, and

WHEREAS, the Freeborn County Board of Commissioners has chosen to advertise the Human Resource Manager position with the application process closing on April 14, 2023, and

WHEREAS, the Freeborn County Board of Commissioners chose to terminate the employment of the County Administrator at the April 18, 2023 regular board meeting, and

WHEREAS, the Freeborn County Board of Commissioners would like to contract with Doherty Staffing Solutions Inc. to hire this position, and

WHEREAS, the two Freeborn County Commissioners that serve on the Personnel Committee should work with Doherty Staffing Solutions in the screening of potential candidates for the Human Resource Manager position, and

WHEREAS, the two Freeborn County Commissioners that serve on the Personnel Committee bring back before the entire Freeborn County Board for approval of hiring the new Human Resource Manager position,

BE IT THEREFORE RESOLVED, that Freeborn County by and through its Board of Commissioners resolved the following:

Effective April 25, 2023 that Freeborn County enter into a Direct Placement Agreement with Doherty Staffing Solutions to hire the Human Resource Manager position in conjunction with the two Freeborn County Commissioners that serve on the Personnel Committee.

Resolution was seconded by Commissioner Edwin.
After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Shoff offered the following resolution:

RESOLUTION 23-143
RESOLUTION FOR DISPERSAL OF ACCRUED PTO FOR CANDACE PESCH

WHEREAS, the Freeborn County Board of Commissioners voted to terminate County Administrator Candace Pesch at the April 18, 2023 regular board meeting, and

WHEREAS, the Freeborn County Board has not designated an interim Freeborn County Administrator or another designated person,

BE IT THEREFORE RESOLVED, that Freeborn County by and through its Board of Commissioners resolved the following:

That all accrued PTO be paid to the former employee Candace Pesch.

Resolution was seconded by Commissioner Kaasa.
After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Eckstrom offered the following resolution:

RESOLUTION NO. 23-144
TEMPORARY DELEGATION OF FORMER ADMINISTRATORS PHONE CALLS AND E-MAIL TO BE FORWARD TO ERIN HORNBERGER

WHEREAS, the Freeborn County Board of Commissioners terminated the previous County Administrator effective April 18, 2023, and

WHEREAS, the administrator was the contact person for data requests and other requests from the public,

WHEREAS, the Board seeks to ensure that all of the correspondence are answered in a timely manner,

BE IT THEREFORE RESOLVED, that all the former administrators e-mails and phone calls be forward to Erin Hornberger to be forwarded to the proper personnel.

Resolution was seconded by Commissioner Kaasa.

After discussion, a vote was taken and the Chair declared the resolution approved.

Chair, Commissioner Forman adjourned the meeting at 10:34 a.m. until 8:30 a.m. on Tuesday, May 2nd, 2023.

By: _____
John Forman
Chair

Attest: _____
Chelsea Barrett
Clerk