

**OFFICIAL PROCEEDINGS OF BOARD OF COMMISSIONERS OF NOBLES COUNTY,  
MINNESOTA**

BOARD OF COMMISSIONERS of Nobles County met in regular session on Tuesday, July 18, 2017, in the Commissioners Room, at the Nobles County Government Center, Worthington, Minnesota. The following Commissioners were in attendance: Justin Ahlers, Gene Metz, Matt Widboom, Robert S. Demuth and Donald Linssen.

The meeting was called to order by Chairperson Linssen at 9:00 AM followed by the Pledge of Allegiance.

<b>1. Call to Order</b>	
<b>2. Pledge of Allegiance</b>	
<b>3. Approval of Agenda</b>	
<b><u>VOTING</u></b> It was duly passed to approve the agenda as presented. Moved by: Ahlers, Justin Seconded by: Widboom, Matt	
<b>4. Recognition</b>	
<b>4.1</b>	<b>Visitors &amp; Guests Welcome</b>
<b>5. Consent Agenda</b>	
<b>5.1</b>	<b>July 6, 2017 Regular Meeting Minutes</b> <b><u>Attachments:</u></b> July 6, 2017 Draft Regular Meeting Minutes
<b>5.2</b>	<b>July 6, 2017 Drainage Authority Special Meeting Minutes</b> <b><u>Attachments:</u></b> July 6, 2017 Draft Drainage Authority Special Meeting Minutes
<b>5.3</b>	<b>Meetings &amp; Conferences - Travel Expenses</b> <b><u>Attachments:</u></b> Travel Expenses paid July 7, 2017
<b>5.4</b>	<b>Auditor's and Commissioner's Warrants</b> <b><u>Attachments:</u></b> Accounts Payable Summary Auditor's Warrants Commissioner's Warrants – General Revenue Commissioner's Warrants – Public Works Commissioner's Warrants – Family Service Fund
<b><u>VOTING</u></b> It was duly passed to approve the consent agenda as presented. Moved by: Demuth, Robert S. Seconded by: Metz, Gene	
<b>6. Department Presentations</b>	
<b>6.1</b>	<b>Lincoln Pipestone Rural Water - Jason Overby</b>

<b>A.</b>	<b>2016 Audit</b>
	<p>Jason Overby, Jerry Lonneman and Brent Feikema, Lincoln-Pipestone Rural Water, presented the Board with the auditor's report for the year ending December 31, 2016 and an annual update for their organization. Nobles County has 728 connections, which is 16% of the total connections and they cover 501 sq. miles, which is 19% of the service area. Automated meter reading will be available in the future and they are looking for a permanent well field at the north end of the service area.</p> <p><b><u>Attachments:</u></b> Independent Auditor's Report for Lincoln Pipestone Rural Water</p>
<b>6.2</b>	<b>Sheriff - Kent Wilkening</b>
<b>A.</b>	<b>Safe and Secure Courthouse Grant</b>
<p><b><u>VOTING</u></b> It was duly passed to approve the acceptance of the Safe and Secure Courthouse Grant; and further, to authorize the Sheriff to sign the grant agreement. Moved by: Ahlers, Justin Seconded by: Widboom, Matt</p>	
<b>B.</b>	<b>BDA Grant</b>
<p><b><u>VOTING</u></b> It was duly passed to accept the grant funds and agree to provide the matching funds of \$5,845.00. Moved by: Metz, Gene Seconded by: Linssen, Donald</p>	
<b>6.3</b>	<b>Drainage System - Brad Harberts</b>
<b>A.</b>	<b>Unauthorized Outlet - Drainage of JD#10 into Consolidated JD#1 System</b>
	<p>Mr. Harberts advised the Board that the landowner would have to disconnect the tile 330 feet from the right of way and that fall is the ideal time after the crop is out.</p> <p><b><u>Attachments:</u></b> Rinke Noonan Letter &amp; MN Statute 103E.401</p>
<p><b><u>VOTING</u></b> It was duly passed that the Nobles County Board of Commissioners, acting as the Nobles County Drainage Authority, set the date of November 1, 2017 which the unauthorized outlet must be disconnected and to notify the property owner as such. Moved by: Demuth, Robert S. Seconded by: Metz, Gene</p>	
<b>6.4</b>	<b>Public Works - Stephen Schnieder</b>
<b>A.</b>	<b>Environmental Services</b>
<b>1.</b>	<b>Conditional Use Permit #16-2017 Greg &amp; Dawn Huisman, Ellsworth MN</b>
	<p><b><u>Attachments:</u></b> June 28, 2017 Nobles County Planning &amp; Zoning Minutes</p>
<p><b><u>VOTING</u></b> It was duly passed to approve Conditional Use Permit 16-2017 to Greg and Dawn Huisman,</p>	

Ellsworth MN, for a home extended business to consist of auto body and repair on a parcel located on a 7.32 acre tract in NE 1/4 NW 1/4, Section 18, Twp. 101, Range 43 (Grand Prairie Township) as recommended by the Planning Commission.  
 Moved by: Metz, Gene  
 Seconded by: Demuth, Robert S.

<b>B.</b>	<b>Highway</b>
<b>1.</b>	<b>Leota Township Professional Service Agreement - Resolution 201750</b>
	<b><u>Attachments:</u></b> Resolution 201750 Professional Service Agreement

**VOTING**  
 It was duly passed to adopt Resolution 201750, that the Chairperson and the Administrator be authorized to enter into a Professional Services Agreement with Leota Township for snow removal service.  
 Moved by: Ahlers, Justin  
 Seconded by: Widboom, Matt

Mr. Schnieder provided an update on the road construction projects. Paving is anticipated to be completed ahead of schedule and the contractor will be bringing in the shouldering operations soon. The projects should be near completion at the end of August 2017.

<b>6.5</b>	<b>Human Resources - Sue Luig</b>
<b>A.</b>	<b>Environmental Services Division Reclassification</b>
<b>1.</b>	<b>Environmental Services Manager Position Description and Associated Point Values</b>
	<b><u>Attachments:</u></b> Draft Job Description 1601 Environmental Services Manager

**VOTING**  
 It was duly passed to approve the Environmental Services Manager position description and associated point values as presented.  
 Moved by: Ahlers, Justin  
 Seconded by: Metz, Gene

<b>2.</b>	<b>Planning and Zoning Administrator Position Description and Associated Point Values</b>
	<b><u>Attachments:</u></b> Job Description 1606 Planning and Zoning Administrator

**VOTING**  
 It was duly passed to approve the Planning and Zoning Administrator position description and associated point values as presented.  
 Moved by: Demuth, Robert S.  
 Seconded by: Ahlers, Justin

<b>7. Administration Presentation - Tom Johnson</b>	
<b>7.1</b>	<b>Contractor Selection for Government Center Foundation Repair</b>
	<b><u>Attachments:</u></b> Bid Tabulation Sheet

<b><u>VOTING</u></b>	<p>It was duly passed to authorize the County Administrator to sign, on behalf of Nobles County, an agreement with Ideal Landscape, as lowest responsible bidder, for the Government Center Foundation Repair project as proposed in the amount of \$414,680.00.          Moved by: Metz, Gene          Seconded by: Demuth, Robert S.</p>
<b>7.2</b>	<b>Contractor Selection for 2017 PJC Reroofing and Exterior Wall Rehabilitation</b>
	<p>A letter of recommendation from INSPEC was distributed for the bid acceptance of the 2017 Reroofing and Exterior Wall Rehabilitation at the Prairie Justice Center. Craig Skorzewski, Southwest Minnesota Housing Partnership, was present and answered questions of the Board in regard to project management and coordination with INSPEC. Mr. Johnson advised that INSPEC is working on more options for onsite oversight of the project.</p>
<b><u>VOTING</u></b>	<p>It was duly passed that Nobles County accept Bid Item 2 in the amount of \$2,087,000 from Gag Sheet Metal, deduct Alternate 1 (\$5,000), deduct Alternate 2 (\$5,000) and add Alternate 6 for \$15,500, for a total reroofing cost of \$2,092,500; and further, to authorize the County Administrator to sign a letter of intent with Gag Sheet Metal.          Moved by: Ahlers, Justin          Seconded by: Widboom, Matt</p>
<b>7.3</b>	<b>RFP for Adrian Garage Addition</b>
	<p><b><u>Attachments:</u></b>          Advertisement for Bids</p>
<b><u>VOTING</u></b>	<p>It was duly passed to approve the publishing of the RFP for the Adrian Garage Addition.          Moved by: Ahlers, Justin          Seconded by: Metz, Gene</p>
<b>8. Inter-Agency Reports / Announcements</b>	
<b>8.1</b>	<b>Committee and Board Reports</b>
	<p>District I-Commissioner Ahlers reported on Nobles Economic Opportunity Network (N.E.O.N.) meeting, the grand re-opening of the Adrian Branch Library and comments from constituents at Brewster Fun Days.          District II-Commissioner Metz reported on the Library Board, Plum Creek Library System, Buffalo Ridge Regional Rail Authority (BRRRA) and Southern Minnesota Opportunity Council (SMOC) meetings.          District III-Commissioner Widboom reported on a Southwest Regional Development Commission (SRDC) transportation meeting, SRDC annual meeting and Southern Minnesota Opportunity Council (SMOC) annual meeting.          District IV-Commissioner Demuth reported on the Nobles Economic Opportunity Network (N.E.O.N.) meeting and the grand re-opening of the Adrian Branch Library.          District V-Commissioner Linsen reported on the Prairieland Transit bus route, Nobles Economic Opportunity Network (N.E.O.N.) meeting and the grand re-opening of the Adrian Branch Library.          Management Team-Kathleen Kusz was not present.          County Administrator-Tom Johnson reported on the Buffalo Ridge Regional Rail Authority (BRRRA) and the International Festival.</p>

	<p><b><u>Attachments:</u></b>  Heron Lake Watershed District May 16, 2017 Regular Meeting Minutes  Heron Lake Watershed District May 25, 2017 Special Meeting Minutes  Heron Lake Watershed District May 25, 2017 Adjourned Hearing Jackson CD3  Heron Lake Watershed District May 25, 2017 Redetermination of Benefits Project2  Heron Lake Watershed District May 25, 2017 Redetermination of Benefits Project4  Heron Lake Watershed District May 25, 2017 Redeterm. of Benefits Project 84-4A  Kanaranzi-Little Rock Watershed June 15, 2017 Regular Meeting Minutes  Soil &amp; Water Conservation District June 21, 2017 Regular Meeting Minutes</p>
8.2	<p><b>Correspondence</b></p>
	<p><b><u>Attachments:</u></b>  Recruitment Memo  Payment of 2017 3rd Quarter WREDC Appropriation  Payment of 2017 1st Half Fair Association Appropriation  Letter from Minnesota Historical Society  HLWD DA Activity Report June 2017</p>
8.3	<p><b>Calendar</b></p>
	<p><b><u>Attachments:</u></b>  July 2017 Calendar  August 2017 Calendar</p>
<p><b>9. Other / Future Business</b></p> <p><b>Groundbreaking for LCTC Adrian Hut</b>  Wednesday, July 19, 2017, 10:00 a.m.  Adrian Public Works Site, 201 CR 35 East, Adrian MN</p> <p><b>Public Hearing for Reading Sewer District</b>  Monday, July 24, 2017, 7:00 p.m.  Reading Community Center, 26991 200<sup>th</sup> Street, Reading MN</p> <p><b>County Commissioners At Your Cafe</b>  Tuesday, July 25, 2017, 9:00 a.m.  Legion Post 636, Lismore MN</p> <p><b>Board Work Session</b>  Wednesday, July 26, 2017, 8:30 a.m.  Executive Conference Room, Gvt Ctr, 318 9<sup>th</sup> Street, Worthington MN</p> <p><b>Special Meeting of Township Boards and County Commissioners</b>  Tuesday, August 1, 2017, 7:00 p.m.  Reading Community Center, 26991 200<sup>th</sup> Street, Reading MN</p> <p><b>County Employee Picnic</b>  Wednesday, August 2, 2017, 6:00 p.m.  Centennial Park, Worthington MN</p>	
<p><b>10. Adjournment</b></p>	
<p><b><u>VOTING</u></b>  It was duly passed to adjourn the meeting at 10:03 a.m.  Moved by: Widboom, Matt  Seconded by: Ahlers, Justin</p>	

  
(Chairperson)

  
(County Administrator)