

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

The Board of Commissioners of Nobles County met in regular session on Tuesday, January 22, 2019, 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 Widboom at 9:00 AM followed by the Pledge of Allegiance.

<b>1.0 Call to Order</b>	
<b>2.0 Pledge of Allegiance</b>	
<b>3.0 Approval of Agenda</b>	
<b><u>VOTING</u></b> It was duly passed to approve the agenda as presented. Motion by: Ahlers, Justin Seconded by: Demuth, Robert S.	
<b>4.0 Recognition</b>	
<b>4.1</b>	<b>Visitors &amp; Guests Welcome</b>
<b>4.2</b>	<b>Excellence In Performance Award</b>
	Jacob Smith, Park Superintendent, was acknowledged as the recipient of the Nobles County Excellence In Performance Award.
<b>5.0 Consent Agenda</b>	
<b>5.1</b>	<b>January 8, 2019 Annual Meeting Minutes</b> <b><u>Attachments:</u></b> January 8, 2019 Draft Annual Meeting Minutes
<b>5.2</b>	<b>2019 Retainer Agreement – Rinke Noonan</b> <b><u>Attachments:</u></b> 2019 Retainer Agreement
<b>5.3</b>	<b>Meetings &amp; Conferences – Travel Expenses</b> <b><u>Attachments:</u></b> Travel Expenses paid January 18, 2019
<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: Metz, Gene Seconded by: Linssen, Donald	

<b>6.0 Department Presentations</b>	
<b>6.1</b>	<b>Public Works/Environmental Services – Mark Koster</b>
<b>A.</b>	<b>Rupp, Anderson, Squires &amp; Waldspurger, P.A. – Retainer for 2019</b>
	<p>Mark Koster, Environmental Services Manager, presented the Board with information in the area of a retainer agreement for advice and consultation upon issues relating to zoning matters. Discussion was held that several counties retain Scott Anderson and there are usually no additional costs except in the case of Mr. Anderson needing to represent Nobles County on an issue.</p> <p><b><u>Attachments:</u></b>  Zoning Retainer Letter  Retainer Agreement for Legal Services</p>
<b><u>VOTING</u></b>	
<p>It was duly passed to authorize the Board Chairperson to sign, on behalf of Nobles County, a Retainer Agreement for Legal Services with Rupp, Anderson, Squires &amp; Waldspurger, P.A. Attorneys at Law to retain Scott T. Anderson for the sum of \$4,200.00 from January 1, 2019 through December 31, 2019.</p> <p>Moved by: Linssen, Donald  Seconded by: Metz, Gene</p>	
<b>7.0 Administration Presentation - Tom Johnson</b>	
<b>7.1</b>	<b>Government Center Office Remodel – Phase I</b>
	<p>Tom Johnson, County Administrator, presented the Board with information and a recommendation in the area of proposals requested for several smaller remodel projects as part of the CIP Bond. After rejecting the all-inclusive project proposal last fall, 2 proposals were received for Phase I which is creating 3 rooms in the MN Department of Employment and Economic Development (DEED) and SW MN Private Industry Council (PIC) leased space on the 9th Street side of the Government Center as there are long term lease contracts with them for the space. The proposals were Nau Construction at \$22,770.00 and Woodbury Construction \$14,479.00. Woodbury Construction has completed other projects satisfactorily.</p> <p><b><u>Attachments:</u></b>  Woodbury Estimate  Plan Drawing  Nau Estimate</p>
<b><u>VOTING</u></b>	
<p>It was duly passed to authorize the County Administrator to sign, on behalf of Nobles County, a professional services agreement with Woodbury Construction for the Phase I remodeling of the DEED and PIC leased space for the sum of \$14,479.00.</p> <p>Moved by: Ahlers, Justin  Seconded by: Demuth, Robert S.</p>	
<b>7.2</b>	<b>Human Resource Director</b>
	<p>Mr. Johnson advised due to the approval of the Deputy County Administrator/Emergency Manager recruitment, the title for the HR Director/Deputy County Administrator is being changed to Human Resource Director and recommended the Board recognize the title change. Minor changes were made to the job description and no change to the points was recommended.</p>
<b><u>VOTING</u></b>	
<p>It was duly passed to recognize the title change of the Human Resource Director/Deputy County</p>	

Administrator to Human Resource Director.

Moved by: Demuth, Robert S.

Seconded by: Widboom, Matt

**7.3 Amendment to Agreement – Southwest Minnesota Housing Partnership**

Mr. Johnson presented the Board with information and a recommendation in the area of an amendment to services provided for project management of a number of the CIP Bond projects. At the December 6, 2018 meeting, staff was directed to negotiate with the Southwest Minnesota Housing Partnership for project management services. A \$5,000 reduction has been proposed for the Board's review but Mr. Johnson advised the Southwest Minnesota Housing Partnership's Board still needs to approve the proposal as well. Commissioner Demuth asked if there would be county representation at the SWMHP Board meeting and advised it would be appropriate to have someone there. Mr. Johnson advised he would contact the Partnership to determine when the meeting will be held.

A motion was made by Robert S. Demuth to authorize the County Administrator to sign, on behalf of Nobles County, the Second Amendment to the Professional Services Agreement for Nobles County CIP Bond Projects Project Management/Owners Representative Services, increasing the agreement by \$44,000 for a sum of \$126,000. Gene Metz seconded the motion for discussion.

Commissioner Metz stated the Housing Partnership has done a good service and would like to see the compensation remain as previously proposed at the additional \$49,000 for a sum of \$131,000. Commissioner Metz advised he would not vote in support of the motion even though he seconded it.

**Attachments:**

Second Amendment to Professional Services Agreement

Exhibit D – Project List updated October 10, 2018

Professional Services Agreement approved March 29, 2017

Amendment to Professional Services Agreement approved April 17, 2018

**VOTING**

It was duly passed to authorize the County Administrator to sign, on behalf of Nobles County, the Second Amendment to the Professional Services Agreement for Nobles County CIP Bond Projects Project Management/Owners Representative Services, increasing the agreement by \$44,000 for a sum of \$126,000.

Moved by: Demuth, Robert S.

Seconded by: Metz, Gene

In Favor: Demuth, Robert S.; Ahlers, Justin; Widboom, Matt; Linssen, Donald

Opposed: Metz, Gene

**7.4 Old Jail Demo – Ideal Landscape Proposal**

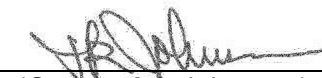
Mr. Johnson presented the Board with information and a recommendation in the area of remodeling the old Jail in the Government Center as a Regional Government Data Center. Numerous attempts have been made to receive proposals for the demolition portion. The project would consist of two phases as EAPC Architects Engineers was hired to complete a concept design a couple of years ago and will send a proposal for the structural and architectural design services of removing the floor infill and extending the stairs from the landing between 2nd and 3rd floor at the SW stairwell and infill stair opening and any other openings between 2nd and 3rd floor.

Discussion was held if demolition should wait until EAPC could do the work while Beltline Concrete was here and if the other counties are still on board with the Regional Government Data Center project since Nobles County is taking the initial steps of the project.

<b><u>VOTING</u></b>	
It was duly passed to authorize the County Administrator to sign, on behalf of Nobles County, a professional services agreement with Beltline Concrete, under the direction of Ideal Landscape, to complete the identified demolition in the Government Center old jail for the sum of \$34,200.00. Moved by: Ahlers, Justin Seconded by: Demuth, Robert S.	
<b>7.5</b>	<b>2019 Boards, Committees &amp; Commissions</b>
	Mr. Johnson presented the Board with information and a recommendation in the area of appointing a member to the Emergency Management Planning Advisory Committee to serve as a Health Care Representative. <b><u>Attachments/Handouts:</u></b> Citizen Advisory Committee/Board Appointment Application – Van Grouw
<b><u>VOTING</u></b>	
It was duly passed to appoint Kelli Van Grouw, Avera Medical Group, Worthington, to a three year term expiring December 31, 2021 on the Emergency Management Planning Advisory Committee to serve as a Health Care Representative. Moved by: Demuth, Robert S. Seconded by: Linssen, Donald	
<b>8.0 Inter-Agency Reports / Announcements</b>	
<b>8.1</b>	<b>Committee and Board Reports</b>
	District I - Commissioner Ahlers reported on Nobles County Historical Society and Rock-Nobles Community Corrections meetings.  District II - Commissioner Metz reported on the District 8 Land Use meeting.  District III - Commissioner Widboom reported on the Southwest Regional Development Commission (SWRDC) meeting.  District IV - Commissioner Demuth reported on the Nobles County Soil & Water Conservation District and how the federal shutdown has affected the operations with the Farm Service Agency.  District V - Commissioner Linssen reported on Nobles Economic Opportunity Network (N.E.O.N.) and Southwest Emergency Medical Services meetings.  Management Team - Attorney Kathleen Kusz had no report.  County Administration – Administrator Tom Johnson reported on the annual MCIT Coverage Review, Nobles County Historical Society, updates from the Association of Minnesota Counties, an upcoming meeting with Mark Marcy (HSEM Regional Program Coordinator) and interviews for Library Director. <b><u>Attachments:</u></b> Nobles County Art Center Board Mtg Minutes January 8, 2019 Heron Lake Watershed District Minutes November 20, 2018
<b>8.2</b>	<b>Correspondence</b> <b><u>Attachments:</u></b> Recruitment Update WREDC Member Mailing MNPUC Notice of Extended Comment Period – Fenton Wind Project L & C Regional Water System Newsletter

	Nobles County Art Center Schedule Plum Creek Library System 2019 Appropriation Payment ACE 2019 1 <sup>st</sup> Quarter Appropriation Payment Rural MN Energy Board 2019 Membership Dues Payment SRDC PACE 2019 Appropriation Payment HLWD District Administrator's Report – December 2018
<b>8.3</b>	<b>Calendar</b> <u><b>Attachments:</b></u> Commissioners Calendar – January 2019 Commissioners Calendar – February 2019
<b>9.0 Other / Future Business</b> <b>Board of Commissioners Work Session</b> Wednesday, January 30, 2019 8:30 a.m. Executive Conference Rm, 318 9th Street, Worthington MN  <b>Commissioners At Your Cafe</b> Friday, February 1, 2019 9:00 a.m. – 10:00 a.m. Leota Café, 11768 110 <sup>th</sup> St., Leota MN 56153	
<b>10.0 Adjournment</b>	
<u><b>VOTING</b></u> It was duly passed to adjourn the meeting at 9:28 a.m. Moved by: Ahlers, Justin Seconded by: Metz, Gene	

  
 (Chairperson)

  
 (County Administrator)