

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

The Board of Commissioners of Nobles County met in regular session on Tuesday, March 19, 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.

1.0 Call to Order	
2.0 Pledge of Allegiance	
3.0 Approval of Agenda	
<u>VOTING</u> It was duly passed to approve the agenda with addendum, adding item 7.8 Petition to Vacate. Motion by: Ahlers, Justin Seconded by: Demuth, Robert S.	
4.0 Recognition	
4.1	Visitors & Guests Welcome
4.2	Awards: Recognition for Years of Service
	Pamela Verde, Social Worker in Community Services, Jay Clarke, Sergeant in the Sheriff's Office and Lonnie Roloff, Sergeant in the Sheriff's Office were in attendance and were recognized for their years of service with a presentation of their 20 year landmark anniversary awards.
5.0 Consent Agenda	
5.1	March 5, 2019 Regular Meeting Minutes <u>Attachments:</u> March 5, 2019 Draft Regular Meeting Minutes
5.2	MN DHS Agreement – Educational Only Tobacco Compliance Checks 2019 <u>Attachments:</u> SFY 2019 Annual Plan Agreement
5.3	County Day Proclamation – Resolution 201907 <u>Attachments:</u> Resolution 201907
5.4	Meetings & Conferences – Travel Expenses <u>Attachments:</u> Travel Expenses paid March 15, 2019
5.5	Auditor's and Commissioner's Warrants <u>Attachments:</u> Accounts Payable Summary Auditor's Warrants Commissioner's Warrants – General Revenue Commissioner's Warrants – Public Works Commissioner's Warrants – Family Service Fund

<u>VOTING</u> It was duly passed to approve the Consent Agenda as presented. Moved by: Metz, Gene Seconded by: Linssen, Donald	
6.0 Department Presentations	
6.1	Friends of the Library – Gretchen O’Donnel
A.	Current Happenings
	Gretchen O’Donnel, Jane Moore and Pete Navara presented the Board with information in how vital and relevant the Nobles County Library is and presented a book, as a loan, to the Commissioners prior to gifting it to the Nobles County Library. Jane Moore stated although they are members of the Friends of the Library, they were not representing the Friends of the Library. <u>Attachments/Handouts:</u> “Palaces for the People“
6.2	Community Services/Sheriff’s Office – Darci Goedtke and Monette Berkevich
A.	Proposal for New Life Treatment Services
	Monette Berkevich, Jail Administrator, Stacie Golombiecki, Community Services Director, and Cheryl Thacker, Executive Director of New Life Treatment Center, presented the Board with information and a recommendation in the area of a partnership for chemical dependency assessment and treatment services for individuals involved in the legal system. In December 2018, the previous provider discontinued services and it has been determined that pursuing an agreement with New Life was the best solution for the Worthington area. <u>Attachments:</u> Lease Agreement
<u>VOTING</u> It was duly passed to approve the 12 month lease agreement for New Life Treatment Services with Nobles County commencing April 1, 2019 and continuing through March 31, 2020. Moved by: Ahlers, Justin Seconded by: Demuth, Robert S.	
6.3	Auditor/Treasurer – Joyce Jacobs
A.	Affidavid of Lost Warrant
	Tom Johnson, County Administrator/Interim Emergency Manager, presented the Board with information and a recommendation, on behalf of the Auditor-Treasurer, to approve the issuance of a duplicate warrant to Lismore Township. <u>Attachments:</u> Form 373-Application and Affidavit for Duplicate of Lost Order or Warrant
<u>VOTING</u> It was duly passed to approve the issuance of the duplicate warrant for \$41,979.99 to Lismore Township. Moved by: Metz, Gene Seconded by: Linssen, Donald	
B.	Acceptance of Sealed Bids for Tax Forfeited Property
	Mr. Johnson presented the Board with information and a recommendation in the area of bids received for two parcels determined to be sold by sealed bids.

	Attachments: Bid Form Parcel 03-0242-500 Bid Form Parcel 31-0910-000
1.	Parcel 03-0242-500
VOTING It was duly passed to accept the bid for Parcel 03-0242-500 for \$10.00 from Marriah and Brandon Aggen. Moved by: Demuth, Robert S. Seconded by: Ahlers, Justin	
2.	Parcel 31-0910-000
VOTING It was duly passed to accept the bid for Parcel 31-0910-000 for \$500.00 from Smith Trucking. Moved by: Linssen, Donald Seconded by: Metz, Gene	
7.0 Administration Presentation – Tom Johnson	
7.1	Amendment #4 to Lease Agreement for Armory – I.S. D. 518
	Tom Johnson, County Administrator/Interim Emergency Manager, presented the Board with information and a recommendation in the area of approving an amendment to the lease agreement with Independent School District 518 for the gymnastics program. Attachments: Request for extension of Armory Lease Amendment #3 to Lease Agreement Amendment #2 to Lease Agreement Amendment #1 to Lease Agreement Lease Agreement
VOTING It was duly passed to approve Amendment #4 to the Lease Agreement with I.S.D. 518 for the gymnastics program, extending the lease no later than August 15, 2019. Moved by: Linssen, Donald Seconded by: Metz, Gene	
7.2	FEMA Amendment to License and User Agreement
	Mr. Johnson advised of FEMA's request to extend the agreement for leased office space in the Prairie Justice Center. Mr. Johnson explained that arrangements have been made so that this lease will not conflict with the lease approved earlier for New Life Treatment Center. Attachments: License and Use Agreement Licens and Use Agreement terminating May 24, 2019
VOTING It was duly passed to amend the License and User Agreement with the Federal Emergency Management Agency (FEMA), extending the lease no later than May 24, 2019. Moved by: Ahlers, Justin Seconded by: Widboom, Matt	
7.3	Requests for Proposals – Armory Divestiture
	Mr. Johnson advised Per State Statute 373.01, counties may not sell, lease or convey real estate without advertising the sale and receiving proposals. The Armory is no

	longer being considered for any county use so it is appropriate to post an RFP and divest the property. <u>Attachments:</u> RFP
<u>VOTING</u> It was duly passed to approve the Request for Proposals for the Armory Sale as presented. Moved by: Ahlers, Justin Seconded by: Demuth, Robert S.	
7.4	Request for Payment – Beltline Concrete, Inc.
	Mr. Johnson presented the Board with information and a recommendation in the area of a request for payment to Beltline Concrete Inc. in accordance with their contract for the demolition project in the old jail in the Government Center. <u>Attachments:</u> Invoice
<u>VOTING</u> It was duly passed to approve payment to Beltline Concrete Inc. in the amount of \$34,200.00 as presented for the demolition project in the old jail in the Government Center. Moved by: Linssen, Donald Seconded by: Metz, Gene	
7.5	Request for Payment – Woodbury Construction
	Mr. Johnson presented the Board with information and a recommendation in the area of a request for payment to Woodbury Construction in accordance with their contract for the Phase I remodeling of the DEED and PIC leased space in the Nobles County Government Center. <u>Attachments:</u> Invoice
<u>VOTING</u> It was duly passed to approve payment to Woodbury Construction in the amount of \$14,479.00 as presented for completion of the Phase I remodeling of the DEED and PIC leased space in the Nobles County Government Center. Moved by: Metz, Gene Seconded by: Ahlers, Justin	
7.6	County Emergency Declaration – Resolution 201908
	Mr. Johnson advised according to Minnesota Statute 12.29 Subd. 1, the Nobles County Board Chair may declare a local emergency for a period of three days and a State of Emergency was signed March 14, 2019. Mr. Johnson requested that the Board adopt Resolution 201908 declaring Nobles County in a State of Emergency for conditions resulting from the flooding event beginning March 13, 2019. <u>Attachments:</u> State of Emergency signed March 14, 2019 Resolution 201908 Resolution 201908 - Updated
<u>VOTING</u> It was duly passed to adopt Resolution 201908 as follows: WHEREAS , the flooding impacted the population of Nobles County and its cities due to rapid snow melt and spring rains; and WHEREAS , the flooding event has caused a significant amount of public property damage; and WHEREAS , the Nobles County Department of Emergency Management requests the Nobles County Board of Commissioners to declare	

<p>Nobles County in a STATE OF EMERGENCY for the flooding event of March 2019.</p> <p>NOW THEREFORE, BE IT RESOLVED, that the Nobles County Board of Commissioners declares Nobles County in a State of Emergency for conditions resulting from the flooding event beginning March 13th of 2019.</p> <p>Moved by: Ahlers, Justin Seconded by: Demuth, Robert S.</p>	
7.7	2019 Boards, Committees & Commissions – Citizen Appointment
	<p>Mr. Johnson advised on an application received for the Developmental Achievement Center Board.</p> <p>Attachment: 2019 Boards & Committees Listing DAC Application - Pater</p>
<p><u>VOTING</u> It was duly passed to appoint Darrin Pater, Adrian MN, to an unexpired three year term expiring December 31, 2020 on the Developmental Achievement Center Board. Moved by: Metz, Gene Seconded by: Linssen, Donald</p>	
7.8	Petition to Vacate
	<p>Mr. Johnson presented the Board with information and a recommendation in the area of a Petition to Vacate received from Ahlquist & Wiltout Attorneys At Law. The Lake Shore Park Condominiums property owners have requested the County's approval of the Petition to Vacate as the County owns two parcels that have boundaries within 300' of the parcel to be vacated. The City of Worthington has signed off on one of the petitions.</p> <p>Attachment: Petition Documents</p>
<p><u>VOTING</u> It was duly passed to authorize the Board Chairperson and County Administrator to sign, on behalf of Nobles County, both of the Petition to Vacate documents as received from the Ahlquist & Wiltout firm. Moved by: Demuth, Robert S. Seconded by: Metz, Gene</p>	
8.0 Inter-Agency Reports / Announcements	
8.1	Committee and Board Reports
	<p>No committee reports were shared.</p> <p>Attachments: HLWD Regular Mtg Minutes January 22, 2019 SWMHC Board of Directors Mtg Minutes February 6, 2019 RNCC Executive Board Minutes February 21, 2019 Nobles County Art Center Board Mtg Minutes March 5, 2019</p>
8.2	Correspondence
	<p>Attachments: Recruitment Update District Administrator's Activity Report HLWD February 2019 Manna Food Pantry 2019 Appropriation Payment Explore SW MN 2019 Appropriation Payment 2019 Local Board of Appeal and Equalization Meetings Commissioners At Your Café Poster March 28, 2019</p>

8.3	Calendar <u>Attachment:</u> Commissioners Calendar – March 2019 Commissioners Calendar – April 2019
9.0	Closed Session
9.1	County Administrator – Annual Performance Evaluation
	On a motion by Justin Ahlers and seconded by Gene Metz, it was duly passed to close the meeting at 9:32 a.m. pursuant to Minnesota Statute §13D.05 Subd. 3(a) to evaluate the performance of County Administrator, Tom Johnson, in accordance with his employment agreement.
	On a motion by Justin Ahlers and seconded by Gene Metz, it was duly passed to open the meeting at 10:09 a.m. Chairperson Widboom advised the Board has completed the County Administrator’s Performance Evaluation. The closed meeting recording was sealed and will be safely stored and a summary of the closed session will be provided at the following regular Board meeting.
10.0 Other / Future Business Board of Commissioners’ Work Sesion Wednesday, March 27, 2019 8:30 a.m. Executive Conference Room, Government Center, 318 Ninth Street, Worthington MN Commissioners At Your Cafe Thursday, March 28, 2019 7:30 a.m. – 9:30 a.m. Subway (Inside Kum & Go), 305 N. Maine, Adrian MN	
11.0 Adjournment	
<u>VOTING</u> It was duly passed to adjourn the meeting at 10:10 a.m. Moved by: Demuth Robert S. Seconded by: Ahlers, Justin	



(Chairperson)



(County Administrator)