

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

The Board of Commissioners of Nobles County met in regular session on Tuesday, May 21, 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 as presented. Motion by: Metz, Gene Seconded by: Demuth, Robert S.	
4.0 Recognition	
4.1	Visitors & Guests Welcome
5.0 Consent Agenda	
5.1	May 7, 2019 Regular Meeting Minutes <u>Attachments:</u> May 7, 2019 Draft Regular Meeting Minutes
5.2	SWHHS Fraud Prevention Cooperative Agreement Renewal <u>Attachments:</u> Regional Administrative Agency Cooperative Agreement Fraud Prevention Investigation Program
5.3	Public Health Emergency Preparedness (PHEP) Grant <u>Attachments:</u> MDH Community Health Board Grant Project Agreement
5.4	Meetings & Conferences – Travel Expenses <u>Attachments:</u> Travel Expenses paid May 10, 2019
5.5	Auditor's and Commissioner's Warrants <u>Attachments:</u> Accounts Payable Summary Auditor's Warrants Commissioner's Warrants – Family Service Fund
<u>VOTING</u> It was duly passed to approve the Consent Agenda as presented. Moved by: Ahlers, Justin Seconded by: Linssen, Donald	
6.0 Public Hearing	

6.1	<p>Public Hearing – Proposed Property Tax Abatement Larry and Sharon Balster; Parcels 21-0628-020 & 21-0628-025 A. Open Hearing (Action) B. Proposed Abatement – Discussion C. Public Comment D. Close Hearing (Action) E. Decision (separate resolutions are required for each parcel) 1. Parcel 21-0628-020 Resolution 201922 (Action) 2. Parcel 21-0628-025 Resolution 201923 (Action)</p>
	<p><u>Attachments:</u> NHI Nobles County Guidelines WREDC Summary and Recommendation NHI Application Balster Resolution 201922 Resolution 201923</p>
	<p>A. On a motion by Justin Ahlers and seconded by Robert S. Demuth, it was duly passed to open the Proposed Property Tax Abatement Public Hearing for Larry and Sharon Balster, Parcels 21-0628-020 and 21-0628-025.</p> <p>B. Abraham Algadi, Executive Director of WREDC, reviewed the Nobles Home Initiative Application. Tom Johnson, County Administrator, advised the abatement had been passed by both the City of Adrian and the Adrian School District.</p> <p>C. No public comments were received.</p> <p>D. On a motion by Gene Metz and seconded by Justin Ahlers, it was duly passed to close the Proposed Property Tax Abatement Public Hearing.</p> <p>E.1. On a motion by Gene Metz and seconded by Donald Linssen, it was duly passed to adopt Resolution 201922 approving tax abatement to Larry and Sharon Balster for parcel 21-0628-020 pursuant to Minnesota Statute 469.1813.</p> <p>E.2. On a motion by Justin Ahlers and seconded by Robert S. Demuth, it was duly passed to adopt Resolution 201923 approving tax abatement to Larry and Sharon Balster for parcel 21-0628-025 pursuant to Minnesota Statute 469.1813.</p>
7.1	<p>Finance Director – Jerry Vyskocil</p>
A.	<p>Pay for Stay Write Off</p>
	<p>Jerry Vyskocil, Finance Director, and Amy Dykstra, Accountant, presented the Board with information and a recommendation to approve a Pay for Stay Collection Policy which will allow the Finance Department to determine the uncollectable portion of the Pay for Stay accounts and officially write them off.</p> <p><u>Attachments:</u> Nobles County Pay for Stay Collection Policy</p>
<p><u>VOTING</u> It was duly passed to approve the Nobles County Pay for Stay Collection Policy. Moved by: Demuth, Robert S. Seconded by: Metz, Gene</p>	
7.2	<p>Drainage System – Joyce Jacobs/Brad Harberts</p>
A.	<p>Motion to recess regular County Board meeting/Convene as Ditch Authority</p>
<p><u>VOTING</u> It was duly passed to recess the regular County Board meeting and convene as the Drainage</p>	

<p>Authority. Moved by: Ahlers, Justin Seconded by: Widboom, Matt</p>	
B.	JD 9, JD 13 and JD 24 Orders for Public Hearings and Information Mtgs
	<p>Joyce Jacobs, Auditor/Treasurer, and Brad Harberts, Drainage System Coordinator, presented the Board with information and recommendations in the area of improvements to Nobles and Jackson County Joint Ditches 9, 13 and 24.</p> <p><u>Attachments/Handouts:</u> (3) Order for Public Hearing for JD 9, JD 13 and JD 24 (3) Final Hearing Notice for JD 9, JD 13 and JD 24 Exhibit A - Map</p>
<p><u>VOTING</u> It was duly passed to approve the informational meetings be set for JD24 at 8:30 a.m., JD 9 at 10:00 a.m., and JD 13 at 2:00 p.m. on Thursday, June 6th in the Farmers Room; and further, that the final hearings be set for JD 24 at 9:30 a.m., JD 13 at 10:15 a.m., and JD 9 at 11:00 a.m. on Monday, June 17th in the Farmers Room as presented. Moved by: Ahlers, Justin Seconded by: Metz, Gene</p>	
C.	Motion to adjourn as Ditch Authority/Reconvene County Board meeting
<p><u>VOTING</u> It was duly passed to adjourn as the Ditch Authority and reconvene the County Board meeting. Moved by: Demuth, Robert S. Seconded by: Linssen, Donald</p>	
7.3	Auditor/Treasurer – Joyce Jacobs
A.	Application and Permits for a 1 Day to 4 Day Temporary On-Sale Liquor License – Lao Buddhist Temple
	<p>Joyce Jacobs, Auditor/Treasurer, presented the Board with information and a recommendation in the area of the Lao Buddhist Temple seeking approval to sell 3.2 beer on-sale during three (3) one day special events.</p> <p><u>Attachments:</u> (3) Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License Forms Application for Liquor Liability Coverage Nobles County Sheriff’s recommendation</p>
<p><u>VOTING</u> It was duly passed to approve the applications from the Lao Buddhist Temple for temporary on-sale liquor licenses for all three (3) one day special events on June 22, July 13 and August 17, 2019 to be held on their property located at 24268 Oliver Avenue in Worthington Township. Moved by: Linssen, Donald Seconded by: Demuth, Robert S.</p>	
7.4	Human Resources – Sue Luing
A.	Auditor/Treasurer Department – License Center Positions Reclassification
	<p>Sue Luing, Human Resources Director, presented the Board with information and recommendation in the area of reclassification of the license center positions.</p> <p><u>Attachments:</u> 1305 Deputy Auditor/Treasurer-License Center Technician Position Description 1303 Deputy Auditor/Treasurer-License Center Supervisor Position Description</p>

<u>VOTING</u>	
It was duly passed to approve Position Description #1305 Deputy Auditor/Treasurer-License Center Technician and associated point value with a June 1, 2019 implementation date. Moved by: Metz, Gene Seconded by: Widboom, Matt	
<u>VOTING</u>	
It was duly passed to approve Position Description #1303 Deputy Auditor/Treasurer-License Center Supervisor and associated point value with a June 1, 2019 implementation date. Moved by: Ahlers, Justin Seconded by: Linssen, Donald	
B.	GIS Assistant Internship Agreement
	Ms. Luing presented the Board with information in the area of hiring a temporary GIS Assistant and the position being approved for an academic internship so the employee could get school credit. <u>Attachments:</u> College of St. Benedict/St. John's University Student Internship Agreement and Release
7.5	Public Works
B.	Parks – Jacob Smith
1.	Maca-Oicu Playground Equipment
	Jake Smith, Park Superintendent, presented the Board with information and a recommendation in the area of purchasing new playground equipment and the 2019 playground budget. <u>Attachments:</u> Nobles County Parks Playground
<u>VOTING</u>	
It was duly passed to advance the Park Project in the amount of \$3,120 to complete the project in 2019. Moved by: Ahlers, Justin Seconded by: Demuth, Robert S.	
Kathleen Kusz, County Attorney, advised that there may be clarification required as the motion reflects the payment is coming out of the 2019 budget.	
<u>VOTING</u>	
It was duly passed to rescind the motion to advance the Park Project in the amount of \$3,120 to complete the project in 2019. Moved by: Ahlers, Justin Seconded by: Demuth, Robert S.	
<u>VOTING</u>	
It was duly passed to pre-approve \$3,120 for the 2020 Park budget to install the home dome this year and receive the second invoice for payment in 2020. Moved by: Ahlers, Justin Seconded by: Demuth, Robert S.	
A.	Highway – Stephen Schnieder
1.	Worthington Shop Resurfacing
	Stephen Schnieder, Public Works Director/County Engineer, presented the Board with information and a recommendation in the area of concrete paving for the Worthington Public Works facility.

	<p><u>Attachments:</u> Advertisement for Bids – Concrete Paving</p>
<p><u>VOTING</u> It was duly passed to approve the Concrete Paving Advertisement for Bids as presented by the County Engineer, setting the bid opening for Monday, June 24 at 1:30 p.m. at the Government Center, Administration Office. Moved by: Demuth, Robert S. Seconded by: Metz, Gene</p>	
2.	<p>Disposal of Surplus Property</p>
	<p>Mr. Schnieder presented the Board with information and a recommendation in the area of declaring items surplus property for disposal. <u>Attachments:</u> Surplus Equipment List</p>
<p><u>VOTING</u> It was duly passed to declare the following items as surplus property for disposal: 2 Gravel Pup Trailers, 2 Pickup tool boxes, 2 Sliding storage boxes (pickup), 6' PVC fittings-25 Tees 3 90' elbows, Hydraulic press (without hydraulic jack), Sign rack, 500 gallon sprayer (SP4), Gravel box with sander, plow, wing & underbody blade (T246), 50 gallon fiberglass chemical tank, 1800 gallon stainless steel water tank (Old sprayer tank), New Holland 704D broom & soft cab for New Holland lawn mower, 3 old gas generators, 80-6 volt flashing amber lights, Air Compressor (Removed from the Adrian shop), Power washer (Removed from Worthington shop), Pull type lawn fertilizer spreader, Pull type lawn cart, Box of old motor grader tire chains, Hydraulic cylinders, Old gas motor and 1200 gallon distributor emulsion tank with propane heaters. Moved by: Ahlers, Justin Seconded by: Linssen, Donald</p>	
3.	<p>Application for Parade Permit or Special Event – City of Ellsworth</p>
	<p>Mr. Schnieder presented the Board with information and a recommendation in the area of a Parade Permit application for Family Fun Days in the City of Ellsworth. <u>Attachments:</u> Application for Parade Permit or Special Event Certificate of Liability Insurance</p>
<p><u>VOTING</u> It was duly passed to approve the Application for Parade Permit or Special Event for the City of Ellsworth for the closure of County Highway(s) No. 11 and 30 for the Family Fun Days Parade on Saturday, June 22nd. Moved by: Metz, Gene Seconded by: Ahlers, Justin</p>	
<p>8.0 Administration Presentation – Tom Johnson</p>	
8.1	<p>Park House Lease</p>
	<p>Tom Johnson, County Administrator, presented the Board with information and a recommendation in the area of the term, rate and terms of the Park House lease agreement as recommended by the Park Board. <u>Attachments:</u> Minnesota Standard Residential Lease</p>
<p><u>VOTING</u> It was duly passed to approve the Park House residential lease as presented for a rate of \$75.00 per month for a term of one year, plus, up to three additional one year periods providing neither party cancels the lease per the terms in the lease.</p>	

<p>Moved by: Demuth, Robert S. Seconded by: Linssen, Donald</p>	
8.2	Carpool Car Replacement
	<p>Mr. Johnson presented the Board with information and a recommendation in the area of replacing a carpool car as planned and budgeted for 2019.</p>
<p><u>VOTING</u> It was duly passed to approve the County Administrator to purchase a replacement for Carpool Car #4, a 2010 Impala, not-to-exceed \$24,000.00; and further, declare the 2010 Impala as surplus so it can be sold. Moved by: Ahlers, Justin Seconded by: Widboom, Matt</p>	
8.3	Government Center Site Improvement Project Corrections Negotiated Proposal
	<p>Mr. Johnson presented the Board with information and a recommendation in the area of negotiating a lower price for completing work that has been rejected and needs to be corrected. Commissioner Ahlers requested the amount that was budgeted for the entire project and Mr. Johnson advised \$226,000. Discussion was held if Public Works or Maintenance staff can complete any of the items and if the Southwest Minnesota Housing Partnership would continue to oversee the project. Mr. Johnson confirmed.</p> <p><u>Attachments:</u> Design Diagrams Ideal Landscape & Design Responses and Diagrams</p>
<p><u>VOTING</u> It was duly passed to proceed with Ideal Landscape & Design, Inc., accepting the project bid and 2 alternates at a sum of \$122,710; and further, the caveat of any added work, if needed, at \$8 per square foot for concrete. Moved by: Metz, Gene Seconded by: Demuth, Robert S.</p>	
8.4	Welcome.Education.Library.Livability. (W.E.L.L.)
	<p>Mr. Johnson advised with the City of Worthington planning to move ahead with a reuse plan adding Administrative space to the blue building on the old Campbell's Soup site, the old W.E.L.L. plan is no longer an option and the ½ cent sales tax has not yet been approved by legislation. A smaller plan needs to be constructed if the W.E.L.L. project is to move forward and all parties need to be able to negotiate and the only way to do that is to start with a concept plan.</p> <p>Marlene Greve, Library Board District II Representative, and Marjorie Ferguson, Library Director, presented the Board with information and recommendations in the area of Library space needs and the requirements of the Nobles County Library Board for a new Library.</p> <p>John Landgaard, I.S.D. #518 Superintendent, presented the Board with information on the savings that would come out of collaborating on this project and the investment this would be in our community.</p> <p>Further discussion was held on the bonding application timeline and Commissioner Ahlers shared his concerns with the Board committing to a project of this scale with the current outlook of the farm economy.</p> <p><u>Attachments/Handouts:</u> W.E.L.L. Purpose Nobles County Library's Requirements for a New Library Special Needs Assessment prepared by Library Planner September 14, 2015 Library Space Needs</p>

VOTING

It was passed to approve the County's participation in the W.E.L.L. planning process and funding a share of the master plan and concept design.

Moved by: Demuth, Robert S.

Seconded by: Widboom, Matt

In Favor: Demuth, Robert S.; Widboom, Matt; Metz, Gene; Linssen, Donald

Opposed: Ahlers, Justin

9.0 Inter-Agency Reports / Announcements

9.1 Committee and Board Reports

District I - Commissioner Ahlers reported on the Rock Nobles Community Corrections meeting.

District II - Commissioner Metz reported on Counties Providing Technology and Adrian City Council meetings.

District III - Commissioner Widboom reported the Southwest Crisis Center 6th Annual Faces of Hope Banquet and congratulated the County Attorney's office for their acknowledgement at the banquet.

District IV - Commissioner Demuth reported on Employee Empowerment Team (E.E.T.), Public Employees Insurance Program (PEIP), Okabena-Ocheda Watershed District, E.O. Olson and the upcoming Seeds of Hope SWHMC Annual mtg.

District V - Commissioner Linssen reported on the Nobles Economic Opportunity Network (N.E.O.N.) meeting and the upcoming PrimeWest meeting conflicting with the AMC District 8 mtg.

Management Team - Attorney Kusz reported on Management Team ideas for the Fair Booth.

County Administration – Tom Johnson reported on Mutual Aid, Emergency Management Planning Advisory Committee (EMPAC), Homeland Security and Emergency Management (HSEM), City College County School, Tri-State Emergency Management, Worthington Regional Economic Development Corporation (WREDC), Federal Emergency Management Agency (FEMA) and Safety Committee.

Attachments:

Heron Lake Watershed District Regular Mtg Minutes March 18, 2019

Rock Nobles Community Corrections Executive Board Minutes April 18, 2019

Nobles County Art Center Board Minutes May 7, 2019

9.2 Correspondence

Attachments:

Notice on Hearing on Proposed Partial Street Vacation

HLWD District Administrator's Report April 2019

Nobles 2 Wind Project Fact Sheet

Commissioners At Your Café - May

9.3 Calendar

Attachment:

Commissioners Calendar - May 2019

Commissioners Calendar - June 2019

10.0 Other / Future Business

Board of Commissioners Work Session

Wednesday, May 29, 2019 8:30 a.m.

Executive Conference Room, 318 Ninth Street, Worthington MN

Commissioners At Your Cafe

Thursday, May 30, 2019 9:00 a.m. – 11:00 a.m.

Blue Line Travel Center Café, 24425 Trunk Hwy 60, Worthington MN

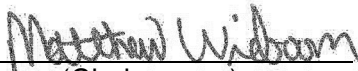
11.0 Adjournment

VOTING

It was duly passed to adjourn the meeting at 10:35 a.m.

Moved by: Ahlers, Justin

Seconded by: Metz, Gene



(Chairperson)



(County Administrator)