

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

The Board of Commissioners of Nobles County met in regular session on Tuesday, October 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: Demuth, Robert S. Seconded by: Ahlers, Justin	
<b>4.0 Recognition</b>	
<b>4.1</b>	<b>Visitors &amp; Guests Welcome</b>
<b>4.2</b>	<b>Years of Service Awards</b>
	Nan Henning, Eligibility Worker and Louise Naumann, Deputy Auditor-Treasurer/License Center Supervisor were both recognized for 20 years of service with the County.
<b>5.0 Consent Agenda</b>	
<b>5.1</b>	<b>October 8, 2019 Regular Meeting Minutes</b> <b><u>Attachments:</u></b> October 8, 2019 Draft Regular Meeting Minutes
<b>5.2</b>	<b>Minnesota Department of Health, Local Public Health Grant Renewal</b> <b><u>Attachments:</u></b> Grant Project Agreement
<b>5.3</b>	<b>Interpreter Renewal Agreements 2020</b> <b><u>Attachments:</u></b> Agreement – Manzo Agreement – Rendon Agreement - Valdez
<b>5.4</b>	<b>Meetings &amp; Conferences – Travel Expenses</b> <b><u>Attachments:</u></b> Travel Expenses paid October 11, 2019 Travel Expenses paid Board October 11, 2019
<b>5.9</b>	<b>PCard/Auditor's Warrants</b> <b><u>Attachments:</u></b> Accounts Payable Summary Auditor's Warrants

**VOTING**

It was duly passed to approve the Consent Agenda as presented.

Moved by: Metz, Gene

Seconded by: Linssen, Donald

**6.0 DNR Presentation – Scott Roemhildt**

Scott Roemhildt, South Region Director, Cathi Fouchi and Benjamin Schaefer all presented to the Board an update of the DNR’s recent highlights. They presented on programs and events as well as partnerships the DNR has created. The PILT program, School Trust Fund payments and Herlein-Boote Water Control Structure were topics reviewed. The Commissioner’s thanked the DNR for their work and being transparent.

**7.0 Public Hearing**

**7.1 Public Hearing – Proposed Property Tax Abatement**

**Joel and Julie Lorenz Parcel 31-3776-895**

**A. Open Hearing (Action)**

**B. Proposed Abatement – Discussion**

**C. Public Comment**

**D. Close Hearing (Action)**

**E. Decisions**

**1. Joel and Julie Lorenz Parcel 31-3776-895 – Resolution 201960 (Action)**

**Attachments:**

NHI Nobles County Guidelines

Lorenz Parcel 31-3776-895 Application Information

Resolution 201960

**A.** A motion by Gene Ahlers and seconded by Robert S. Demuth, it was duly passed to open the Proposed Property Tax Abatement Public Hearing for Joel and Julie Lorenz Parcel 31-3776-895

**B.** Tom Johnson, Nobles County Administrator, reviewed the Nobles Home Initiative Application.

**C.** No public comments were received.

**D.** On a motion by Donald Linssen and seconded by Justin Ahlers, it was duly passed to close the Proposed Property Tax Abatement Public Hearing.

**E.** On a motion by Justin Ahlers and seconded by Matt Widboom, it was duly passed to close and adopt Resolution 201960 approving tax abatement to Joel and Julie Lorenz Parcel 31-3776-895 pursuant to Minnesota Statute 469.1813..

**VOTING**

It was duly passed to adopt Resolution 201960 approving tax abatement to Joel and Julie Lorenz Parcel 31-3776-895 pursuant to Minnesota Statue 469.1813.

Moved by: Ahlers, Justin

Seconded by: Widboom, Matthew

**8.0 Department Presentations**

**8.2 Public Works – Stephen Schnieder**

**A. Park Ordinance Public Hearing**

**Attachments:**

Notice of Public Haring

Nobles County Park Division Rules and Regulations

Stephen Schnieder, Public Works Director, presented the Board with information regarding the Park Board updating the Park Ordinances – Rules and Regulations that govern the park operations. A public hearing must be set to allow the public to comment

	on the ordinance updates. After the public hearing the ordinances can be approved. It was requested to set the date for 9:15 a.m. at the Tuesday November 19 <sup>th</sup> Board meeting. A notice will be published to allow the public time to be notified of such meeting.
<b><u>VOTING</u></b>	
It was duly passed to set the public hearing for the park board rules at 9:15 a.m. on November 19 <sup>th</sup> 2019 in the Commissioners board room. Moved by: Ahlers, Justin Seconded by: Linssen, Donald	
<b>B.</b>	<b>Nobles 2 Wind Project Letter of Credit Transfer</b>
	Stephen Schnieder presented the board with a request from Tenaska Energy, Inc. to transfer a line of credit from USBank to COBank. The Nobles 2 project developer is in the process of finalizing the sale of the wind farm and in doing so, will transfer ownership. Once ownership is passed they need to transfer the line of credit to the new owner for their share. The letter of credit would be transferred from USBank to COBank. It was recommended to the board to accept the new letter of credit and release the existing letter of credit from Tenaska Energy, Inc.
<b><u>VOTING</u></b>	
It was duly approved to move the letter of credit to COBank from USBank. Moved by: Ahlers, Justin Seconded by: Metz, Gene	
<b>C.</b>	<b>2018 Highway Department Annual Report</b> <b><u>Attachments:</u></b> 2018 Annual Report
	Stephen Schnieder presented the board with the Nobles County Highway Department Annual Report, year ended December 31, 2018. Stephen reviewed the report in summary for the Commissioners.
<b>8.1</b>	<b>Sheriff – Kent Wilkening</b>
<b>A.</b>	<b>Employee Leave Request</b>
	Kent Wilkening, Nobles County Sheriff, presented the board with an extension to an employee leave request. An employee is requesting an extended unpaid leave, which per county policy, the board needs to approve. It is the recommendation to the board that they approve this leave.
<b><u>VOTING</u></b>	
It was duly passed to grant the extension of the unpaid leave for the employee. Moved by: Ahlers, Justin Seconded by: Metz, Gene	
<b>8.2</b>	<b>Environmental Services – Mark Koster</b>
<b>D.</b>	<b>One Watershed, One Plan Project</b> <b><u>Attachments:</u></b> Suggested Boundary Map Resolution 201962
	Mark Koster presented the board with a resolution to support Des Moines River Watershed One Watershed, One Plan project. The project is still in the planning process to develop a comprehensive watershed management plan but support is needed to move forward. It was recommended to the board to approve the Resolution 201962.
<b><u>VOTING</u></b>	
It was duly passed to approve Resolution 201962 in regards to the Des Moines Watershed One Watershed, One Plan project. Moved by: Demuth, Robert S. Seconded by: Metz, Gene	
<b>8.3</b>	<b>Auditor-Treasurer – Joyce Jacobs</b>

<b>A.</b>	<b>Voting Equipment Grant Award Acceptance</b> <u>Attachments:</u> Voting Equipment Grant Agreement
	Joyce Jacobs, Auditor-Treasurer, presented a 2018 grant previously received to be used to purchase voting equipment. Since receiving the grant \$48,960 has been spent, leaving \$17,415 remaining. This amount must be used by December 31, 2019 or it must be returned to the State. Any dollars used must be matched 50/50 by the County. It is requested to purchase more DS200 machines for ballot counting. The matching dollars would come out of the Auditor-Treasurer's 2019 budget. A decision needs to be made to accept or reject the amended grant.
<b><u>VOTING</u></b> It was duly passed to purchase 7 DS200's and approve the amended agreement. Moved by: Ahlers, Justin Seconded by: Metz, Gene	
<b>9.0 Administration Presentation – Tom Johnson</b>	
<b>9.1</b>	<b>AMC Voting Delegates</b> <u>Attachments:</u> AMC Notice
	Tom Johnson, County Administrator, presented the board with information from AMC regarding current voting members. AMC allows up to 8 voting delegates. Currently it is the 5 commissioners, County Administrator and Human Resource Director. A choice needs to be made to keep the current delegates, or update.
<b><u>VOTING</u></b> It was duly passed to appoint the 5 commissioners, County Administrator, Tom Johnson, Deputy County Administrator, Bruce Heitkamp, and County Attorney, Joe Sanow. Moved by: Metz, Gene Seconded by: Ahlers, Justin	
<b>9.2</b>	<b>PJC Window Sill Replacement</b> <u>Attachments:</u> Clair Van Grouw Estimate Joens Woodworking Estimate
	Tom Johnson presented the Board with two estimates for window sill replacement at the Prairie Justice Center. It was recommended to the Board to accept the Clair Van Grouw estimate.
<b><u>VOTING</u></b> It was duly passed to develop an agreement with the County Attorney and Clair Van Grouw Construction, Inc. in the amount of \$16,275.00. Moved by: Demuth, Robert S. Seconded by: Linssen, Donald	
<b>9.3</b>	<b>Falls Architecture Pay App #14</b> <u>Attachments:</u> Invoice for professional services
	Tom Johnson presented the Board with an invoice from Falls Architecture Studio, LLC for the amount of \$2,708.72 which is billable hours from July 2019-September 2019.
<b><u>VOTING</u></b> It was duly passed to approve the pay application #14 for the amount of \$2,708.72 Moved by: Metz, Gene Seconded by: Widboom, Matt	
<b>9.4</b>	<b>MOU for Site Evaluation W.E.L.L. Project (tabled from 10/08/19 Board meeting)</b> <u>Attachments:</u> MOU (Environmental) Cost Estimate Environmental Cost Distribution

	<p>Tom Johnson presented the Board with the MOU for a formal environmental evaluation of the former Campbell's site. This item was tabled from the 10/08/19 meeting due to lack of figures available. Included now, is the estimated costs and breakdown for each entities portion.</p> <p>A motion was made by Robert S. Demuth, seconded by Gene Metz to move the item from the table</p>
<p><b><u>VOTING</u></b>  It was accepted to approve the Memorandum of Understanding in the amount of \$15.808.00.  Moved by: Demuth, Robert S.  Seconded by: Widboom, Matt  In Favor: Demuth, Robert S.; Metz, Gene; Widboom, Matthew; Linssen, Donald  Opposed: Ahlers, Justin</p>	
<b>9.5</b>	<p><b>MOU for Cost Sharing W.E.L.L. Project</b>  <u>Attachments</u>  MOU - Cost Sharing</p>
	<p>Tom Johnson presented with a MOU for the sharing of future costs for the WELL project should it be constructed. There was discussion on different entities that have less ownership in the project having the same voting power as higher percentage entities. It was agreed that the presented MOU is only in regards to cost sharing and not voting power.</p>
<p><b><u>VOTING</u></b>  It was duly passed to approve the MOU as presented.  Moved by: Metz, Gene  Seconded by: Demuth, Robert S.</p>	
<p><b>10.0 Inter-Agency Reports/Announcements</b></p>	
<b>10.2</b>	<p><b>Correspondence</b>  <u>Attachments:</u>  Recruitment Update  Kanananzi – Little Rock Watershed District Regular Meeting Minutes 09/05/19  Kanananzi – Little Rock Watershed District Minutes 09/05/19  Kanananzi – Little Rock Watershed District Balance Sheet-Ditch Account as of 09/30/19  Kanananzi – Little Rock Watershed District Bills Payable as of 10/09/19  Kanananzi – Little Rock Watershed District Profit &amp; Loss Budget vs. Actual Jan-Sep2019  Kanananzi – Little Rock Watershed District Agenda 10/17/19  Kanananzi – Little Rock Watershed District Calendar of Events  Nobles Soil and Water Conservation District Board Meeting 09/18/19  Nobles Soil and Water Conservation District Program Summary  Nobles Soil and Water Conservation District Bills Payable as of 09/30/19  Nobles Soil and Water Conservation District Agenda 10/16/19  Nobles Soil and Water Conservation District Calendar of Events  Heron Lake Watershed District Regular Meeting Minutes 08/20/19  Heron Lake Watershed District Budget Hearing 08/20/19  Heron Lake Watershed District Agenda 10/22/19</p>
<b>10.3</b>	<p><b>Calendar</b>  <u>Attachments:</u>  Commissioners Calendar –October 2019 &amp; November 2019</p>
<b>11.0</b>	<p><b>Other / Future Business</b></p>
<p><b>12.0 Adjournment</b></p>	
<p><b><u>VOTING</u></b>  It was duly passed to adjourn the meeting at 10:21 a.m.</p>	

Moved by: Metz, Gene  
Seconded by: Ahlers, Justin

*Matthew Liebman*

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(Chairperson)

*JR Johnson*

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(County Administrator)