

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

The Board of Commissioners of Nobles County met in regular session on Tuesday, November 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 as presented. Motion by: Demuth, Robert S. Seconded by: Linssen, Donald	
4.0 Recognition	
4.1	Visitors & Guests Welcome
4.2	Excellence in Performance
	Julia McCaslin, Correctional Officer, was awarded the October 2019 Excellence in Performance award.
5.0 Consent Agenda	
5.1	October 22, 2019 Regular Meeting Minutes <u>Attachments:</u> October 22, 2019 Draft Regular Meeting Minutes
5.2	Guardianship Services Renewal Agreements 2020 <u>Attachments:</u> Jana Piotter Agreement Vicki Poier Agreement Lutheran Social Services Agreement – Ward 1 Lutheran Social Services Agreement – Ward 2 Lutheran Social Services Agreement – Ward 3
5.3	Greater Minnesota Family Services 2020 Family Based Service Contract Renewal <u>Attachments:</u> Purchase of Service Agreement
5.4	2020 Children’s Mental Health Screening Grant Acceptance <u>Attachments:</u> Grant Contract
5.5	Medical Examiner Contract <u>Attachments:</u> E-mail Medical Examiner Contract Agreement

5.6	Professional Service Agreement – Miriam Johnson/Godspeed Transcription <u>Attachments:</u> Professional Service Agreement Transcription Rates Project Sheet Confidentiality Agreement
5.7	Legal Service Agreement – Rinke Noonan <u>Attachments:</u> Renewal Letter
5.8	AMC Senate Repeal <u>Attachments:</u> Draft Letter
5.9	Meetings & Conferences – Travel Expenses <u>Attachments:</u> Travel Expenses paid October 25, 2019 and November 8, 2019 Travel Expenses paid Board November 8, 2019
5.10	PCard/Auditor's Warrants <u>Attachments:</u> Accounts Payable Summary Auditor's Warrants
<u>VOTING</u> It was duly passed to approve the Consent Agenda as presented. Moved by: Metz, Gene Seconded by: Widboom, Matt	
6.0 One Watershed, One Project	
6.1	Resolution to Adopt and Implement the Missouri River Watershed Comprehensive Watershed Management Plan <u>Attachments:</u> Resolution 201965
John Shea, District Manager - Nobles County Soil & Water Conservation District, Presented the board a resolution to adopt the Missouri River Watershed Comprehensive Watershed Management Plan. He discussed the next steps for the 6 counties involved and how this resolution would help those plans proceed.	
<u>VOTING</u> It was duly passed to adopt Resolution 201965. Moved by: Demuth, Robert S. Seconded by: Metz, Gene	
6.2	Joint Powers Authority Board <u>Attachments:</u> Joint Powers Agreement
John Shea also presented the board with the Missouri River Watershed Partnership Joint Powers Agreement 2019. He stated all 6 other counties need to sign the agreement. This agreement allows for voting rights in the Missouri River Watershed Partnership (MRWP).	
<u>VOTING</u> It was duly passed to approve the Missouri River Watershed Partnership Joint Powers Agreement. Moved by: Metz, Gene Seconded by: Linssen, Donald	
7.0 Public Hearing	

7.1	<p>Public Hearing – Park Ordinance for Rules and Regulations</p> <p>A. Open Hearing (Action) B. Ordinance Summary – Discussion C. Public Comment D. Close Hearing (Action) E. Decisions (Action)</p>
	<p><u>Attachments:</u> 398.34 Ordinances Nobles County Park Ordinance Resolution 201964</p>
	<p>A. A motion by Justin Ahlers and seconded by Robert S. Demuth, it was duly passed to open the Public Hearing for the new Park Ordinance. B. Stephen Schnieder, Public Works Director, reviewed the revised park ordinance. C. Tom Krogman, citizen, asked for clarification on the dog leash and firearms portion of the ordinance. He stated many people take their dogs to train at the park and also enjoy hunting at the allowed areas of the parks. He did not want to see these activities end due to the revised ordinance. Both Mr. Schnieder and Jake Smith noted that the intent of those revisions was not to diminish rights of those that are enjoying the park and safely following the park ordinances. D. On a motion by Robert S. Demuth and seconded by Gene Metz, it was duly passed to close the Revised Park Ordinance Public Hearing. E. On a motion by Donald Linssen and seconded by Gene Metz, it was duly passed to adopt Resolution 201964 approving the new Park Ordinance.</p>
<p><u>VOTING</u> It was duly passed to adopt Resolution 201964 approving the Nobles County Ordinance regarding Nobles County Park Rules. Moved by: Linssen, Donald Seconded by: Metz, Gene</p>	
<p>8.0 Department Presentations</p>	
8.1	<p>Public Works – Stephen Schnieder</p>
A.	<p>Bituminous Paving Contract 19001 Final Payment</p> <p><u>Attachments:</u> Contract 19001 Contract Payment Summary Resolution 201963</p>
	<p>Stephen Schnieder, Public Works Director, presented the Board with information regarding the final payment to Duininck Inc. for \$156,605.23. The project is completed and it was recommended to adopt resolution 201963 and issue final payment.</p>
<p><u>VOTING</u> It was duly passed to adopt resolution 201963 and issue final payment to Duininck Inc. Moved by: Ahlers, Justin Seconded by: Linssen, Donald</p>	
B.	<p>Vehicle Fueling Control System Update</p> <p><u>Attachments:</u> Zahl Equipment Service Quote</p>
	<p>Stephen Schnieder presented the board with a request to purchase a new fuel control system as the current one will no longer be supported because of the Windows 10 update. A quote was provided from Zahl Equipment Service for the amount of \$26,453.00. It was recommended to the board to accept the quote from Zahl and move forward with updating the system. The quote from Zahl was the only quote received for the project.</p>

VOTING	
It was duly approved to the quote from Zahl Equipment Service for a new fueling control system. Moved by: Ahlers, Justin Seconded by: Demuth, Robert S.	
C.	Used Snow Blower Purchase
	Stephen Schnieder presented information on options for purchase of a used snow blower since the current 1969 unit needs to be replaced. There are several options such as purchasing a new truck, a new blower, or used. Used blowers are hard to find and usually get purchased quickly. There was discussion on what options would be best and if a replacement was time sensitive. It was decided to wait to purchase a used unit since the current unit is still in working order. It was discussed to take no action today and bring to a future work session when more information was known. No further action was taken.
D.	Unpaid Leave of Absence Request
	Stephen Schnieder presented a request for an unpaid leave of absence for a Public Works employee. This employee has exhausted all of their annual leave. The request is for 11/22/19-12/17/19. It was recommended to the board to approve the request.
VOTING	
It was duly approved to approve the unpaid leave of absence request. Moved by: Demuth, Robert S. Seconded by: Widboom, Matt	
8.2	Auditor-Treasurer – Brad Harberts
A.	Beaver Dam Blockages in Nobles County Drainage Ditches
	Brad Harberts, Drainage System Coordinator, presented the board with information regarding beaver dams in Nobles County ditches. These dams cause major issues and cause the ditches to not function properly. It was recommended to the board to pay trappers a rate of \$75.00 per beaver to be removed from a County Drainage System. It would be at the discretion of the drainage system coordinator to designate which ditches need the beavers removed.
VOTING	
It was duly passed to approve the rate of \$75.00 per beaver to be removed from a Nobles County drainage system at the direction from the Nobles County Drainage System Coordinator. Moved by: Metz, Gene Seconded by: Ahlers, Justin	
8.3	Information Technology – Angelo Torres
D.	PJC Security Camera System RFP
	Angelo Torres, Director of Information Technology, presented the board with information regarding the camera system replacement at the Prairie Justice Center & jail. After reviewing 4 proposals a contract needs to be finalized with the winning vendor. Once finalized the project can begin.
VOTING	
It was duly passed to approve to not to exceed \$400,000 for the PJC camera system replacement. Moved by: Demuth, Robert S. Seconded by: Widboom, Matt	
8.4	Community Services – Tammy Fishel
A.	2020-2021 Minnesota Family Investment Program (MFIP) Biennial Service Agreement Attachments: Proposed plan
	Tammy Fishel, Income Maintenance Supervisor, presented the board with the proposed plan for the 2020-2021 County MFIP Biennial Service Agreement that will be submitted to DHS. Community Services received consolidated funds for the MFIP and are required to prepare and submit a Biennial Service Agreement. It is intended to measure the goals

	of the program and increase economic stability of low income families who are receiving MFIP.
<u>VOTING</u>	
It was duly passed to approve the 2020-2021 Minnesota Family Investment Program Biennial Service Agreement Plan. Moved by: Metz, Gene Seconded by: Ahlers, Justin	
8.5	Human Resources – Sue Luig
A.	2020 Temporary/Seasonal Worker Wages
	Sue Luig, Human Resource Director, presented the board with information regarding an increase to 2020 wages for temporary/seasonal workers. It has become harder to fill these positions with qualified workers. It was recommended to the board to increase the hourly rate of pay to \$13.50 with a .50 per hour increase for each year the same person returns.
<u>VOTING</u>	
It was duly passed to approve the increase of the 2020 temporary/seasonal hourly pay rate to \$13.50 with a .50 increase per hour for each year the same person returns. Moved by: Linssen, Donald Seconded by: Demuth, Robert S.	
B.	Non-Union Compensation Plan <u>Attachments:</u> 2020 Hourly Pay Table 2020 Annual Pay Table
	Sue Luig presented the board with the 2020 compensation plan for non-union employees. In order to keep the county's pay equity in compliance, it is requested that the board approve the compensation plan for non-union employees to be on the same plan as the union employees with the 2.75% COLA.
<u>VOTING</u>	
It was duly passed to approve the non-union employee's compensation plan to include a 2.75% cost of living adjustment increase for each level and step, the same as all union personnel. Moved by: Ahlers, Justin Seconded by: Metz, Gene	
9.0	Administration Presentations – Tom Johnson
9.1	2020 Elected Officials Salaries
A.	County Attorney <u>Attachments:</u> Resolution 201966
	It was presented to the board the 2020 salary request by the County Attorney to be \$91,728.00.
<u>VOTING</u>	
It was duly passed to adopt resolution 201966 approve the 2020 salary for the County Attorney to be \$91,728.00 effective January 1, 2020. Moved by: Ahlers, Justin Seconded by: Widboom, Matt	
B.	County Auditor-Treasurer <u>Attachments:</u> Resolution 201967
	It was presented to the board the 2020 salary request by the County Auditor-Treasurer to be \$84,148.59. Discussion was held on the 13% increase to the presented salary. Joyce Jacobs, Auditor-Treasurer, expressed her reasoning on the increase and how the requested salary is still below other surrounding counties with a lower population than Nobles County.

VOTING

A motion made by Gene Metz and seconded by Donald Linssen to approve the 2020 salary for the County Auditor-Treasurer to be \$80,000 effective January 1, 2020 failed.

Moved by: Metz, Gene

Seconded by: Ahlers, Justin

In Favor: Metz, Gene; Ahlers, Justin

Opposed: Linssen, Donald; Demuth, Robert S.; Widboom, Matt

VOTING

It was duly passed to adopt resolution 201967 approve the 2020 salary for the County Auditor-Treasurer to be \$83,627.00 effective January 1, 2020.

Moved by: Demuth, Robert S.

Seconded by: Widboom, Matt

C. County Recorder

Attachments:

Resolution 201968

It was presented to the board the 2020 salary request by the County Recorder to be \$67,151.00. Thelma Yager, County Recorder, spoke to the board after reconsidering her initial request and submitted a new request of \$70,512.66. This new request was made to fall more in line with the counties pay scale – noting she is aware that does not apply to elected officials.

VOTING

It was passed to adopt resolution 201968 approve the 2020 salary for the County Recorder to be \$70,512.66 effective January 1, 2020.

Moved by: Linssen, Donald.

Seconded by: Demuth, Robert S.

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

Opposed: Ahlers, Justin

D. County Sheriff

Attachments:

Resolution 201969

It was presented to the board the 2020 salary request by the County Sheriff to be \$122,420.00.

VOTING

It was duly passed to adopt resolution 201969 approve the 2020 salary for the County Sheriff to be \$122,420.00 effective January 1, 2020.

Moved by: Metz, Gene

Seconded by: Linssen, Donald

E. County Board Compensation/Per Diem

Attachments:

Resolution 201970

It was presented to the board the 2020 salary request for the County Board of Commissioners to be \$20,259.22 and to leave the per diem at a maximum of \$150.

VOTING

It was duly passed to adopt resolution 201970 approve the 2020 salary for the County Board of Commissioners to be \$20,259.22 and the per diem to be \$150 effective January 1, 2020.

Moved by: Ahlers, Justin

Seconded by: Demuth, Robert S.

9.2 Veteran's Service Officer Appointment

Attachments:

Oath of Office

Tom Johnson, County Administrator, presented the board with an appointment for the counties Veterans Service Officer. Bill Brockberg was last appointed to a 4-year term on October 15, 2015. This new appointment would run from November 13, 2019 – November

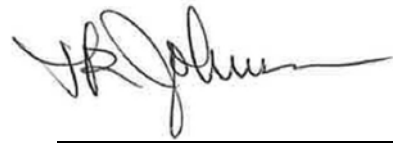
	12, 2023. Johnson recommended re appointing Mr. Brockberg as he serves the county well. Brockberg also took an oath of office.
<u>VOTING</u>	
It was duly passed to re appoint Bill Brockberg as the counties Veterans Service Officers from November 13, 2019 – November 12, 2023. Moved by: Ahlers, Justin Seconded by: Metz, Gene	
9.3	Emergency Manager Oath <u>Attachments:</u> Emergency Manager Oath
	Tom Johnson presented Bruce Heitkamp to take the Emergency Manager oath to perform the duties under Emergency Management. Mr. Heitkamp recited the oath under direction from County Attorney, Joe Sanow.
9.4	PJC Com Room Expansion <u>Attachments:</u> Nau Construction Estimate Clair Van Grouw Construction Estimate
	Tom Johnson presented the board with a proposal for expansion to the current PJC Communications Room. The PJC will be receiving a new camera security system and for backup capability the current room will need to be expanded. Two estimates were received, one from Nau Construction for \$21,922.00 and the other from Clair Van Grouw Construction for \$20,462.75. It was recommended to the board to accept the estimate from Clair Van Grouw Construction and approve Administration to develop an agreement with the County Attorney and Clair Van Grouw Construction. Discussion was held and comments were taken from the Sheriff. The Sheriff stated he wanted to be certain that there would be no disruption to the PJC security and dispatch systems. It was decided to take no action and bring to a future meeting.
9.5	AMC Conference
	Tom Johnson reminded the board that the annual AMC conference is coming up December 8-11 th . He asked the board to let Administration know who will be attending and which days. No action was needed.
9.6	WELL Project
	Tom Johnson presented the board with information regarding the WELL Project. With the reconsideration of the Library Board and the loss of their support the County needs to decide to move forward or pull out of the project. Commissioner Demuth expressed he was not in favor of pulling out and that the County needs to look at the whole picture. Commissioner Widboom stated he felt the collaboration was for the greater good of the county. Widboom also laid out a timeline from when conversations first started for a new Library back in 2009. He stated he wanted the project to move forward and that the concerns addressed by the Library Board are all valid points but can also be addressed and worked on. Katherine Craun, Library Board Chair, addressed the Board with what prompted the Library Board decided to re-vote. She stated there was a change of opinion with one board member, a letter received from the employees of the library and the loss of the library director. She noted minimal communication between the County Board and the Library Board which fueled frustration. Widboom stated he researched the history of the Library Board. All research led to the Library Board being an Advisory Board vs. a Governing Board. Craun acknowledged that the final decision would come from the County Board. John Landgaard, ISD518 Superintendent, addressed the Board. The school district has committed money as well as the City of Worthington. He asked the Board to consider this rare opportunity to collaborate and provide opportunities for the community.

	<p>The Board discussed their options. Linssen noted it was difficult to move forward with no formal price in place. A motion was made by Gene Metz to move forward with the project with a \$8.5 million commitment.</p>
<p><u>VOTING</u> It was passed by roll call vote to move forward with the WELL Project and commit \$8.5 million to the Library portion. Moved by: Metz, Gene Seconded by: Widboom, Matt Donald Linssen – Yes Robert S. Demuth – Yes Matt Widboom – Yes Gene Metz – Yes Justin Ahlers - No</p>	
<p>10.0 Inter-Agency Reports/Announcements</p>	
<p>10.1</p>	<p>Committee and Board Reports</p>
	<p>District V - Commissioner Linssen reported on the recent NEON meeting. Stated good discussions were had around the table.</p> <p>District IV - Commissioner Demuth reported on the MRC meetings he has recently attended. MRC is growing rapidly and good things are coming of that.</p> <p>County Administration – Tom Johnson reported on the NEON meeting.</p> <p>District II - Commissioner Metz reported on an e-mail he received wondering if Nobles County had seen an increase in Puerto Rican recruitment for jobs. Asked for input if anyone has information.</p> <p>District I - Commissioner Ahlers, reported on Heron Lake Watershed District meetings and their financial status.</p> <p>Joe Sanow, County Attorney, reminded the board that public comment is at the Board's discretion.</p> <p>District III - Commissioner Widboom – No report.</p>
<p>10.2</p>	<p>Correspondence <u>Attachments:</u> Recruitment Update Heron Lake Watershed District News Article Nobles Soil and Water Conservation District Meeting Minutes 10/16/19 Nobles Soil and Water Conservation District Bills Payable Nobles Soil and Water Conservation District Profit & Loss Budget vs. Actual Nobles Soil and Water Conservation District Agenda 11/20/19 Heron Lake Watershed District Agenda 11/19/19 Heron Lake Watershed District Meeting Minutes 9/17/19 Heron Lake Watershed District Activity Report Department of Agriculture Green book 2019 Rock Nobles Community Corrections Agenda 11/14/19 Rock Nobles Community Corrections Meeting Minutes 11/13/19 Rock Nobles Community Corrections 2020 Interim Plan Rock Nobles Community Corrections 2020 Meeting Dates</p>

	Rock Nobles Community Corrections 2020 Calendar MACCAC 2020 Legislative Platform 2018 Annual Report- Minnesota Statewide Independent Living Council
10.3	Calendar <u>Attachments:</u> Commissioners Calendar –November 2019 & December 2019
11.0	Other / Future Business
12.0 Adjournment	
<u>VOTING</u> It was duly passed to adjourn the meeting at 11:18 a.m. Moved by: Ahlers, Justin Seconded by: Widboom, Matt	



(Chairperson)



(County Administrator)