

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

BOARD OF COMMISSIONERS of Nobles County met in regular session on Tuesday, May 08, 2018, 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 Demuth at 9:00 AM followed by the Pledge of Allegiance.

1. Call to Order	
2. Pledge of Allegiance	
3. Approval of Agenda	
VOTING It was duly passed to approve the agenda as presented. Moved by: Ahlers, Justin Seconded by: Metz, Gene	
4. Recognition	
4.1	Visitors & Guests Welcome
4.2	Excellence In Performance
	Jessica Vyskocil, Children's Mental Health Social Worker, was acknowledged as the recipient of the April Nobles County Excellence In Performance Award.
4.3	Years of Service
	Cindy Frederickson, Public Health Nurse, was recognized for 30 years of service with Nobles County and was presented with her award.
5. Consent Agenda	
5.1	April 17, 2018 Regular Meeting Minutes Attachments: April 17, 2018 Draft Regular Meeting Minutes
5.2	Federal Boating Safety Grant Attachments: 2017 State of Minnesota Federal Boating Safety Supplemental Equipment Grant Agreement
5.3	Meetings & Conferences - Travel Expenses Attachments: Travel Expenses paid April 27, 2018
5.4	Auditor's and Commissioner's Warrants Attachments: Accounts Payable Summary Auditor's Warrants Commissioner's Warrants – General Revenue Fund Commissioner's Warrants – Public Works Fund Commissioner's Warrants – Family Services Fund

VOTING

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

Moved by: Metz, Gene

Seconded by: Linssen, Donald

6. Public Hearing**6.1****Proposed Property Tax Abatements**

(Roger & Tami Henning Parcel 15-0011-500; SW Design Build, Inc. Parcel 21-0628-100; Tim Honermann Parcel 21-0352-000)

- A. Open Hearing**
- B. Proposed Abatements – Discussion**
- C. Public Comment**
- D. Close Hearing**
- E. Decision (separate resolutions are required for each property)**
 - 1. Parcel 15-0011-500 Resolution 201819 (Action)**
 - 2. Parcel 21-0628-100 Resolution 201820 (Action)**
 - 3. Parcel 21-0352-000 Resolution 201821 (Action)**

- A.** On a motion by Justin Ahlers and seconded by Robert S. Demuth, it was duly passed to recess the regular Board meeting and open the Proposed Property Tax Abatements Public Hearing.
- B.** Abraham Algadi, Worthington Regional Economic Development Corporation, was present to discuss the proposed property tax abatements and answer questions of the Board. Mr. Algadi stated all 3 applications met the standards.
- C.** No public comments were received.
- D.** On a motion by Justin Ahlers and seconded by Gene Metz, it was duly passed to close the Proposed Property Tax Abatement Public Hearing and resume the regular Board meeting.
- E. Decision**
 - 1.** On a motion by Justin Ahlers and seconded by Matt Widboom, it was duly passed to adopt Resolution 201819 approving tax abatement for parcel 15-0011-500 pursuant to Minnesota Statute 469.1813.
 - 2.** On a motion by Gene Metz and seconded by Donald Linssen, it was duly passed to adopt Resolution 201820 approving tax abatement for parcel 21-0628-100 pursuant to Minnesota Statute 469.1813.
 - 3.** On a motion by Matt Widboom and seconded by Gene Metz, it was duly passed to adopt Resolution 201821 approving tax abatement for parcel 21-0352-000 pursuant to Minnesota Statute 469.1813.

7. Department Presentations**7.1****Heron Lake Watershed District - Jan Voit****A.****Annual Update**

Jan Voit and Gary Ewert, Heron Lake Watershed District, presented the Board with an annual update for 2017 of activities and public drainage system management.

7.2**Public Works****A.****Highway - Stephen Schnieder****1.****Bridge Priority - Resolution 201816**

Stephen Schnieder, Public Works Director, presented the Board with information in the area of establishing three bridges (L3377 on CSAH 20, L2609 on CSAH 4 and L3544

	<p>on T-349) as priority projects in order to meet the eligiblity for state funding. Commissioner Widboom questioned if the bridge on Highway 57 will be coordinated with the Lake Ocheda draw down. Mr. Schnieder confirmed that was the intention and that it is not eligible for funding at this point so it was not included with the other 3 bridges due to the sufficiency rating. Commissioner Demuth stated that the Lake Ocheda draw down is being rescheduled for 2019, not in 2018 as originally planned. Mr. Schneider also advised that not all bridge work was completed last year. The contractor made every attempt to complete by May but has til the end of 2018 to be within the contract limits.</p> <p><u>Attachments:</u> Resolution 201816</p>
<p><u>VOTING</u> It was duly passed to adopt Resolution 201816 declaring the 3 bridges as a high priority to replace, rehabilitate or remove the bridges as soon as possible when funds are available. Moved by: Linssen, Donald Seconded by: Ahlers, Justin</p>	
B.	Environmental Services - Kathy Henderschiedt
1.	Conditional Use Permit #09-2018 Verizon Wireless, Bloomington MN
	<p>Kathy Henderschiedt, Planning and Zoning Administrator, presented the Board with information in the area of a conditional use permit for the construction of a 250' communication tower. Commissioner Ahlers questioned why the Planning and Zoning Commission recommended the project be started by December 2019. Mrs. Henderschiedt responded that permits require a 6 month start and that Verizon puts their projects in a que so they must request them ahead of time in case a project drops out of the que or changes are made to the schedule.</p> <p><u>Attachments:</u> Planning and Zoning Minutes April 18, 2018</p>
<p><u>VOTING</u> It was duly passed to approve the request of Verizon Wireless, Bloomington MN for conditional use permit #09-2018 to construct a 250' communication tower with the following conditions as recommended by the Planning and Zoning Commission: 1) The project must be started by December 2019, or the applicant will need to reapply for a new permit. 2) FAA & FCC guidelines must be met and all necessary permits must be granted from the FAA & FCC prior to construction. 3) Tower must be constructed according to the plans provided. 4) Weeds must be controlled on the site. This parcel of land is located in the S 1/2 SW 1/4 & 22.42 Acres in South 660' of SE 1/4 Section 14, Twp.101, Range 39 (Indian Lake Township). Moved by: Ahlers, Justin Seconded by: Demuth, Robert S.</p>	
2.	Conditional Use Permit #10-2018 Lismore Cooperative Telephone, Lismore MN
	<p>Kathy Henderschiedt, Planning and Zoning Administrator, presented the Board with information in the area of a conditional use permit for the construction of a 300' communication tower.</p> <p>Commissioner Gene Metz stated for the record he would recuse himself as he has board delegation with Lismore Cooperative Telephone Company.</p>

VOTING

It was duly passed to approve the request of Lismore Cooperative Telephone Company, Lismore MN for conditional use permit #10-2018 to construct a 300' communication tower with the following conditions as recommended by the Planning and Zoning Commission: 1) FCC & FAA guidelines must be met and all necessary permits must be granted from the FAA & FCC prior to construction. 2) Tower must be constructed according to the plans provided. 3) Weeds must be controlled on the site. This parcel of land is located in the E 1/2 of SE 1/4, Section 14, Twp.101, Range 40 (Bigelow Township).

Moved by: Linssen, Donald

Seconded by: Ahlers, Justin

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

Opposed: None

Abstained: Metz, Gene

7.3	Auditor/Treasurer - Beth Van Hove
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A.	Renew Mid-State JPA and CPUi Contracts
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	<p>Beth Van Hove, Auditor-Treasurer, presented the Board with information and recommendations in the area of contract renewals for the Mid-State Computer Collaborative Joint Powers and the Master Agreement to provide Professional Services between Mid-State Computer Collaborative and Computer Professionals Unlimited, Inc. The 29 counties involved collaborate on common technology issues including data processing software and joint efforts to negotiation contracts beneficial to all participants. Legal counsel from two counties have reviewed the contracts.</p> <p>Kathleen Kusz, Nobles County Attorney, commented that there is no clear definition in the Joint Powers Agreement between "parties" and "mandated parties" as in section IX. Amendments.</p> <p><u>Attachments:</u></p> <ul style="list-style-type: none">Mid-State Computer Collaborative Joint Powers AgreementMid-State Computer Collaborative Joint Powers Agreement Signature PageMaster Agreement for Professional ServicesAddendum for CPUi Contract
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VOTING

It was duly passed to approve and renew the Mid-State Computer Collaborative Joint Powers Agreement as presented.

Moved by: Ahlers, Justin

Seconded by: Metz, Gene

VOTING

It was duly passed to approve the Master Agreement to provide Professional Services between Mid-State Computer Collaborative and Computer Professionals Unlimited, Inc. as presented.

Moved by: Metz, Gene

Seconded by: Ahlers, Justin

7.4	Community Services - Stacie Golombiecki
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A.	Southern Prairie Community Care History/Future Planning - Dr. Norris Anderson
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	<p>Stacie Golombiecki, Community Services Director, and Dr. Norris Anderson, Southern Prairie Community Care, presented the Board with information in the area of current issues affecting the groups' sustainability as an Integrated Health Partnership (IHP) and potential options to consider in looking at a County Based Purchasing model. Dr. Anderson advised the goals that brought the Southern Prairie Community Care IHP together are the same goals going forward. The model from the state was a good</p>
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	<p>starting model but the SPCC board/staff do not see it as a sustainable business model and feel there is the need to review what is the best value for each community and the residents being served. The goal for SPCC, involving 12 counties, has been to be a regional engine to transform healthcare, not individually. The focus has been on some people but there is the need to focus on all people. When SPCC was first started, their strength was working toward coordinating records with hospitals for patients. Dr. Anderson advised they are still working on this as a priority but are working through issues including systems not complying with sharing the patient's health records where authorized. South Dakota already has a statewide health information exchange system and Minnesota would benefit from legislation going in the same direction. With only 13 days left of this legislative session, Southern Prairie Community Care will prepare and provide information for the next legislative session.</p> <p>Dr. Anderson advised there are 3 in-state County-Based Purchasing Plans: Itasca Medical Care, PrimeWest Health and South Country Health Alliance. The next steps being reviewed are creating a County Based Health Plan or joining either PrimeWest Health or South Country Health Alliance.</p> <p>Dr. Anderson reminded the Board that this is a county decision but Southern Prairie Community Care will provide recommendations.</p>
<p>8. Administration Presentation - Tom Johnson</p>	
<p>8.1</p>	<p>Health Insurance RFP Consultant</p>
	<p>Tom Johnson, Administrator, presented the Board with information and a recommendation in the area of conducting a request for proposals for employee health insurance. Over the past few years, there have been many inquiries from employees, the Employee Empowerment Team and Management Team in regards to the affordability of employee single and family health insurance. Nobles County currently has their employee health insurance self-funded through the Southwest/West Services Coop. The Coop has completed the RFP process required for public entities in most recent years and the MN Counties Intergovernmental Trust "MCIT" performed the duties prior, but no longer provide this service. The County will conduct their own RFP this year for employee health insurance utilizing a small committee of employees and management. Two consultants have been interviewed to assist with the RFP process and the committee unanimously agreed to recommend an agreement with Flexible Benefit Consulting Inc. up to \$7,000. Only the base plan of \$4,500 /annually is needed except for in the case that through the bid process the County elects to change health insurance providers and would need the services for consultative plan.</p> <p><u>Attachment:</u> Professional Services Agreement</p>
<p><u>VOTING</u> It was duly passed to approve the Professional Services Agreement between Nobles County and Flexible Benefit Consulting, Inc. for compensation up to \$7,000; and further, authorize the County Administrator to sign the Professional Services Agreement for services through December 31, 2018. Moved by: Widboom, Matt Seconded by: Metz, Gene</p>	
<p>8.2</p>	<p>Correctional Officers and Jail Sergeants union contracts</p>
	<p>Mr. Johnson advised the collective bargaining agreements with the Correctional Officers and Jail Sergeants expired on December 31, 2017. Following mediation, the</p>

	<p>Correctional Officers and Jail Sergeants have agreed to the terms of the new collective bargaining agreement effective January 1, 2018 through December 31, 2020.</p> <p><u>Attachments:</u> Labor Agreement – Correctional Officers Labor Agreement – Jail Sergeants</p>
	<p><u>VOTING</u> On a motion by Gene Metz and seconded by Robert S. Demuth, it was duly passed to approve the Correctional Officer collective bargaining agreement effective January 1, 2018; and further, authorize the Board Chair and Administrator to sign the agreement. Moved by: Metz, Gene Seconded by: Demuth, Robert S.</p>
	<p><u>VOTING</u> On a motion by Donald Linssen and seconded by Matt Widboom, it was duly passed to approve the Jail Sergeant collective bargaining agreement effective January 1, 2018; and further, authorize the Board Chair and Administrator to sign the agreement. Moved by: Linssen, Donald Seconded by: Widboom, Matt</p>
<p>8.3</p>	<p>Government Center 4th Ave Entrance - Snow Melt</p>
	<p>Mr. Johnson advised when the final design was completed for the ADA and landscape improvements at the Government Center, the Board directed to obtain proposals from local firms to add a snowmelt system to the 4th Avenue entrance walk rather than an engineered design. This area is challenging to keep clear of snow and ice. Three local firms were contacted who have experience in the installation of such a system and each were given the same information for their respective proposals to bring the snowmelt about half way down the walk to a point where the sun improves melting and made aware of the importance of the timeline for the project. It was discovered it would be very expensive to install the snowmelt system all the way to the sidewalk.</p> <p><u>Attachments:</u> Busse Proposal Busse 2nd Pump Option BTU Proposal</p>
	<p><u>VOTING</u> It was duly passed to approve the low bid proposal from Busse Plumbing & Heating in the amount of \$25,380 as presented for the snow melt system on the 4th Avenue entrance of the Government Center. Moved by: Metz, Gene Seconded by: Widboom, Matt</p>
<p>8.4</p>	<p>RFP for Miscellaneous Office Improvements</p>
	<p>Mr. Johnson advised there are a number of small projects recommended in the Government Center and Prairie Justice Center to make offices safer, more efficient and more responsive to customers. The projects have been bundled together in the Advertisement for Bids presented to allow a single contractor to complete the projects with an expectation of more interest due to the combined size of the projects. The Board held discussion if all pre-bid meetings should be mandatory to ensure the same information is given to all perspective bidders. The consensus was that there was concern of losing bidders who are unable to make the pre-bid meeting so it will depend on the project.</p>

	<p><u>Attachments:</u> Advertisement for Bids</p>
<p><u>VOTING</u> It was duly passed to approve the Advertisement for Bids for Nobles County Office Improvements in Worthington MN and that sealed bids will be received by Nobles County no later than 1:30PM CDT on May 31, 2018 as presented. Moved by: Metz, Gene Seconded by: Ahlers, Justin</p>	
8.5	<p>Change Order 1 - Prairie Justice Center Garage Addition</p>
	<p>Mr. Johnson advised of several items that required change as the Prairie Justice Center Garage Addition progressed including change in excavation requirements for the new Law Enforcement exit road, internal trench drain change, Minnesota mandated vapor barrier, additional glycol underslab, insulate roof drain leaders, controls for exhaust fan, added paint striping and matching of security locks.</p> <p><u>Attachments:</u> Construction Change Order 1 - Brennan</p>
<p><u>VOTING</u> It was duly passed to approve Construction Change Order 01 with Brennan Companies, Mankato MN, as presented for a sum of \$9,111.00 for the Prairie Justice Center Garage Addition project. Moved by: Linssen, Donald Seconded by: Demuth, Robert S.</p>	
8.6	<p>Application and Certification for Payment - Salonek Concrete & Construction</p>
	<p>Mr. Johnson advised Salonek Concrete & Construction has requested payment in the amount of \$25,973.38 for work completed on the Nobles County Adrian Shop Addition project.</p> <p><u>Attachments:</u> Application for Payment No. NOBCTY00008</p>
<p><u>VOTING</u> It was duly passed to approve Salonek Concrete & Construction Payment Application No. NOBCTY00008 in the amount of \$25,973.38 for work completed on the Nobles County Adrian Shop Addition project. Moved by: Ahlers, Justin Seconded by: Metz, Gene</p>	
8.7	<p>State of MN DVS Lease</p>
	<p>Mr. Johnson advised the State of Minnesota Lease 12253 between Nobles County and the Department of Public Safety, Driver and Vehicle Services, is due to expire August 31, 2018 for the room in the lower level of the Government Center used for driver's license exams and driver's tests. The proposed 5 year agreement includes language to extend the agreement for a second 5 year term with the same rate of increase.</p> <p><u>Attachments:</u> Lease Agreement 12253</p>
<p><u>VOTING</u> It was duly passed to approve Lease Agreement No. 12253 between Nobles County and the State of Minnesota, Department of Administration acting for the Department of Public Safety, Driver and Vehicle Services, for leased space with an initial rate of \$13.00/sq. ft. and annual increases of \$0.25/sq. ft. as presented.</p>	

<p>Moved by: Linssen, Donald Seconded by: Metz, Gene</p>	
8.8	Business Subsidy Policy Application Form
	<p>Mr. Johnson advised it was recommended by the County's Bond Counsel, Dorsey & Whitney, to have a Business Subsidy Policy, including an application form. The Business Subsidy Policy was approved April 3, 2018 and a form has been modified to meet current information requirements. It is recommended that the form become part of the Finance Policy.</p> <p><u>Attachments:</u> Business Subsidy Policy with application</p>
<p><u>VOTING</u> It was duly passed to approve the Business Subsidy Application form and make it a part of the approved Business Subsidy Policy as presented. Moved by: Metz, Gene Seconded by: Ahlers, Justin</p>	
8.9	Carpool Car Replacement
	<p>Mr. Johnson advised that Carpool Car #5, a 2007 Chevy Impala with approximately 170,000 miles, was approved to be replaced in the 2018 budget. Marthaler Chevrolet provided a price for a 2018 Chevy Malibu for \$18,990, which is slightly lower than the state bid for 2017 vehicles, but the Malibu LS is not listed in the 2018 state bid.</p>
<p><u>VOTING</u> It was duly passed to approve the purchase of the 2018 Chevrolet Malibu from Marthaler Chevrolet for \$18,990 plus related fees; and further, declare Carpool Car #5, a 2007 Chevy Impala, surplus equipment. Moved by: Ahlers, Justin Seconded by: Demuth, Robert S.</p>	
8.10	Support of the appointment of Randy Simonson as U of M Regent - Resolution 201822
	<p>Mr. Johnson advised Dr. Randy Simonson, a long-time resident of Nobles County and active volunteer in organizations including 4-H, Bio Science Lab project and Worthington Area Foundation, is a finalist for the Board of Regents of the University of Minnesota from the First Congressional District. Mr. Johnson requested the Board to consider adopting the resolution presented in support of his appointment. The City of Worthington has already adopted a resolution in support.</p> <p><u>Attachments:</u> Resolution 201822</p>
<p><u>VOTING</u> It was duly passed to adopt Resolution 201822 in support of appointing Randy Simonson as First Congressional District Representative to Board of Regents - University of Minnesota as presented. Moved by: Linssen, Donald Seconded by: Widboom, Matt</p>	
8.11	Letter of Support - Regional Park Designation
	<p>Mr Johnson advised the City held recent community listening sessions and have recognized a lack of amenities as a factor in economic development for the City and region. A preliminary application is being prepared for regional park designation for the</p>

	<p>former Prarie View Golf Course site by the Greater Minnesota Parks and Trails Commission.</p> <p><u>Attachments:</u> City of Worthington Letter Letter of Support</p>
<p><u>VOTING</u> It was duly passed to approve the Regional Park Designation Letter of Support as presented. Moved by: Widboom, Matt Seconded by: Linssen, Donald</p>	
<p>8.12</p>	<p>Rural Minnesota Energy Board Property Assessed Clean Energy (PACE) Program</p>
<p>Commissioner Gene Metz presented the Board with information in the area of the Rural Minnesota Energy Board Property Assessed Clean Energy (PACE) program. Many loans were issued for the 10 year PACE Revolving Loan Fund program but several were issued for the 15-20 year program; therefore, the repayments are not coming in as quickly as projected. The money has been lent out at 4% and placed on the real estate taxes rather than a bank loan. The Rural Minnesota Energy Board has proposed 2 options to the participating counties. If the program is found not feasible, all 18 counties could decide to end the pilot PACE Loan Project but would need to send \$6,336.00 by January 20, 2019 for the outstanding loans. Payback to the counties would start in the year 2025 and continue 13 years. The amount each year would be based on principal collected from the REED and REDG clients.</p> <p>If counties decide to continue and fund the PACE Revolving Loan Fund, all 18 counties would need to send \$6,336.00 by January 20, 2019 and there would be no payback of these funds to the counties. The \$6,336.00 is a participant cost to have been eligible to receive client funding in their county during the pilot project. \$200,000 each year is requested from the participating counties for 5 years to fund the Pace Revolving Loan Fund going forward. Counties participating in the new PACE Revolving Loan Fund project will receive 1.5% interest on the amount of the New Revolving Loan Funds contributed to date that have been lent to clients. Commissioner Metz stated it takes about 10% to administer the program.</p> <p>The Commissioners directed the County Administrator to review the options with the Finance Director to see if there is something Nobles County can do to enable this program to continue as Nobles County has had a cumulative amount of \$349,257.06, equivalent to approximately 41% of the program. Several projects include the Blue Line, Bob & Steve's (Holiday), Mini-Market Lupita, Culligan and others.</p> <p><u>Attachments/Handouts:</u> RMEB Email PACE Revolving Loan Fund</p>	
<p>9. Inter-Agency Reports / Announcements</p>	
<p>9.1</p>	<p>Committee and Board Reports</p>
<p>District I - Commissioner Ahlers reported on Rock-Nobles Community Corrections Executive Board and Reading Sewer project meetings.</p> <p>District II - Commissioner Metz reported on Rural Minnesota Energy Board and wind production meetings.</p>	

	<p>District III - Commissioner Widboom reported on local Boards of Appeal, Park Board and Nobles County Fair Association meetings.</p> <p>District IV - Commissioner Demuth reported on a legislative meeting with Representative Dean Urdahl and a notification from the Public Works Director in regard to 12 intersections which will be included on the next Board meeting's agenda.</p> <p>District V - Commissioner Linssen reported on Advocate.Connect.Educate (A.C.E.) and Southern Prairie Community Care meetings.</p> <p>Management Team - Attorney Kathleen Kusz had no report.</p> <p>County Administration - Administrator Johnson reported on the MCIT property review meeting with additional department staff, the status of the fund balance for the CIP Bond, local Boards of Appeal and the Minnesota City/County Managers Association (MCMA) leadership conference.</p>
9.2	Correspondence
	<p><u>Attachments:</u> Recruitment Memo Farm Bill Flyer SRDC Notice of Public Hearing Senator Smith Constituent Services Flyer Notice – MN PUC Investigation of Frontier Communications' customer service HLWD Toe WMA Wetland Restoration Area WREDC 2nd Quarter Appropriation</p>
9.3	Calendar
	<p><u>Attachments:</u> Commissioners Calendars – May 2018</p>
<p>10. Other / Future Business</p> <p>2018 Farm Bill Listening Session – Senator Smith's Staff Thursday, May 10, 2018 11:00 am. – 12:00 noon Prairie Holdings Group, 1525 Bioscience Drive, Worthington MN</p> <p>Nobles Economic Opportunity Network Thursday, May 10, 2018 5:30 p.m. – 7:00 p.m. BioTechnology Advancement Center, 1527 Prairie Drive, Worthington MN</p> <p>Senator Smith's Staff – Constituent Services Open Office Hours Tuesday, May 15, 2018 12:30 p.m. – 3:30 p.m. Southern Minnesota Opportunity Council, 1106 3rd Avenue, Worthington MN</p> <p>*No Commissioners At Your Café event this month.</p>	

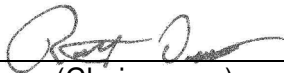
11. Adjournment

VOTING

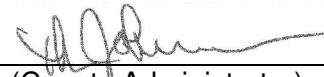
It was duly passed to adjourn the meeting at 10:57 a.m.

Moved by: Metz, Gene

Seconded by: Demuth, Robert S.



(Chairperson)



(County Administrator)