

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

BOARD OF COMMISSIONERS of Nobles County met in regular session on Tuesday, November 07, 2017, 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 Linssen at 9:00 AM followed by the Pledge of Allegiance.

<b>1. Call to Order</b>	
<b>2. Pledge of Allegiance</b>	
<b>3. Approval of Agenda</b>	
<b><u>VOTING</u></b> It was duly passed to approve the agenda with additions adding items 7.4 PJC Reroof Proposal Request #4 and 7.5 OSHA Settlement Agreement. Moved by: Demuth, Robert S. Seconded by: Widboom, Matt	
<b>4. Recognition</b>	
<b>4.1</b>	<b>Visitors &amp; Guests Welcome</b>
<b>4.2</b>	<b>Excellence in Performance</b>
	Angelo Torres, Information Technology Director, was recognized as the recipient of the Excellence in Performance Award.
<b>5. Consent Agenda</b>	
<b>5.1</b>	<b>October 24, 2017 Regular Meeting Minutes</b> <b><u>Attachments:</u></b> October 24, 2017 Draft Regular Meeting Minutes
<b>5.2</b>	<b>P.A. Contract Agreement</b> <b><u>Attachments:</u></b> P.A. Agreement for Medical Examiner
<b>5.3</b>	<b>Meetings &amp; Conferences - Travel Expenses</b> <b><u>Attachments:</u></b> Travel Expenses paid October 27, 2017
<b>5.4</b>	<b>Auditor's and Commissioner's Warrants</b> <b><u>Attachments:</u></b> Accounts Payable Summary Auditor's Warrants Commissioner's Warrants – General 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: Demuth, Robert S.

**6. Department Presentations**

<b>6.1</b>	<b>Sheriff - Kent Wilkening</b>
<b>A.</b>	<b>Medical Services for the Nobles County Jail</b>
	<p>Kent Wilkening, Sheriff, and Monette Berkevich, Jail Administrator, presented the Board with information and recommendations in the area of an amendment to the Nobles County Jail Medical Services Agreement with MEnD Correctional Care, PLLC due to a significant increase in the population of the jail and changes in the needs of inmates with medical issues. Ms. Berkevich advised the jail currently has a P.A. that comes in every other week. If this visit is cancelled, it can be 3 to 4 weeks in between visits. This amendment to the agreement would result in visits scheduled for every week and a Med Tech would be added. Many jails have gone to this and it would decrease the County's liability with medication disbursement. If an inmate has medical coverage, their insurance covers their medications but does not cover the visit. Their medical insurance would cover a medical visit outside the jail in the instance they were taken to the Emergency Room, etc. Upon approval, it will free up staff's time for transports, courts, etc. with the Med Tech here Monday through Friday. Sheriff Wilkening confirmed for the Board that the increase in fees was discussed with the Budget Committee and the increase is included in the budget for 2018.</p> <p><b><u>Attachments:</u></b> Amendment to Medical Services Agreement</p>
<p><b><u>VOTING</u></b></p> <p>It was duly passed to approve the First Amendment to the Medical Services Agreement regarding the Nobles County Jail at the Prairie Justice Center.</p> <p>Moved by: Demuth, Robert S.</p> <p>Seconded by: Widboom, Matt</p>	
<b>6.2</b>	<b>Veterans Service - Bill "Brock" Brockberg</b>
<b>A.</b>	<b>County Veterans Service Office Operational Enhancement Grant – Resolution 201772</b>
	<p>Bill "Brock" Brockberg presented the Board with information and recommendations in the area of the Fiscal Year 2018 County Veterans Service Office Operational Enhancement Grant. Mr. Brockberg advised grant funds will be used for advertising online, through radio, newspaper and printed coasters and the new van transportation will be promoted. The van is running two trips a week to Sioux Falls, which should meet the mileage and passenger requirements of the DVA. Mr. Brockberg addressed the concerns of staff with a Memorandum of Understanding with parking the vehicle in the sally port of the garage as according to the terms sent by the DVA, the County would be liable for anything that happens to the van in the garage, even if the County was not at fault. Mr. Brockberg advised receipt of a change to Attachment A of the grant agreement.</p> <p><b><u>Attachments:</u></b> Resolution 201772 CY2018 CVSO Grant Agreement</p>

**VOTING**

It was duly passed to adopt Resolution 201772 authorizing Bill Brockberg, County Veterans Service Officer, and Tom Johnson, County Administrator, to execute the State of Minnesota Department of Veterans Affairs County Veterans Service Office Operational Enhancement Grant Program Grant Contract on behalf of the County.

Moved by: Metz, Gene

Seconded by: Ahlers, Justin

**6.3 Finance - Jerry Vyskocil**

**A. Transfer a portion of Fund 11 Balance to Fund 35 - Resolution 201771**

Jerry Vyskocil, Finance Director, presented the Board with information and recommendations in the area of using wind energy revenues for C.I.P. bond payments until the Prairie Justice Center bond has been paid to remain levy neutral. Mr. Vyskocil advised that cash receipts from the wind energy revenues have been posted to the building fund (fund 11) and since the bond payments are made through fund 35, it was recommended to transfer \$1,292,965 from fund 11 to fund 35 for the C.I.P. bond payments for both principal and interest through 2020.

**Attachments:**  
Resolution 201771

**VOTING**

It was duly passed to adopt Resolution 201771 authorizing the transfer of \$1,292,965 from fund 11 to fund 35 for the purpose of servicing the General Obligation Capital Improvement Plan Bonds, Series 2017A through the year 2020 and designate the funds as Committed Fund Balance.

Moved by: Ahlers, Justin

Seconded by: Metz, Gene

**7. Administration Presentation - Tom Johnson**

**7.1 Contract Extension 2017 PJC Reroofing and Exterior Wall Rehabilitation**

Tom Johnson, County Administrator, presented the Board with information and a recommendation in the area of a contract extension request for the 2017 PJC Reroofing and Exterior Wall Rehabilitation. A letter was received October 23, 2017 from Gag Sheet Metal, Inc requesting 20 additional days for completion. Mr. Johnson shared a new letter was received from Gag Sheet Metal Inc. dated November 2, 2017 requesting 15 additional days with a substantial completion date of December 29, 2017. Mr. Johnson advised that a representative from the manufacturer of the roofing material came for an inspection and was satisfied. Craig Skorczewski and Shawn Nelson, Project Managers from the Southwest Minnesota Housing Partnership, were present, answered questions of the Board and provided a status report on the 2017 PJC Reroof and Exterior Wall project.

**Attachments:**  
PJC Schedule Extension Request dated October 23, 2017  
PJC Schedule Extension Request dated November 2, 2017

**VOTING**

It was duly passed to approve granting an extension of 15 additional work days and a substantial completion date of December 29, 2017 with Gag Sheet Metal, Inc. for the 2017 PJC Reroofing and Exterior Wall Rehabilitation.

Moved by: Demuth, Robert S.

Seconded by: Widboom, Matt

7.2	<b>Amended 5 YR C.I.P. 2017 Bonds Project List</b>
	<p>Mr. Johnson presented the Board with information and recommendations in the area of a priority list of projects for the amended 5 Year C.I.P. 2017 bonds. Discussion was held on the life expectancy, challenges and additional costs with the proposed replacement of Air Handler #4.</p> <p><b>Attachments:</b> Amended 5 YR CIP Bond Priority List</p>
<p><b><u>VOTING</u></b> It was duly passed to approve the Amended 5 year C.I.P. 2017 Bonds project list as presented to include replacement of fuel tank (Government Center), fix flashing in balance of windows (Prairie Justice Center), office moves and consolidations (Government Center), replacement of old boiler (Public Works), replacement of Air Handler #4 (Government Center) and creation of a Data Center (Government Center). Moved by: Metz, Gene Seconded by: Ahlers, Justin</p>	
7.3	<b>Application and Certificate for Payment - Salonek Concrete &amp; Construction</b>
	<p>Shawn Nelson, Project Manager for Southwest Minnesota Housing Partnership, advised of the status of the Public Works Adrian Shop Addition.</p> <p><b>Attachments:</b> Application and Certificate for Payment – Nobles County Shop Addition</p>
<p><b><u>VOTING</u></b> It was duly passed to approve Payment Application #2 for payment of \$74,307.10 to Salonek Concrete &amp; Construction as certified by Falls Architecture Studio, LLC in connection with the contract for the Public Works Adrian Shop Addition. Moved by: Demuth, Robert S. Seconded by: Ahlers, Justin</p>	
7.4	<b>PJC Reroof Proposal Request #4</b>
	<p>Mr. Johnson presented the Board with information and recommendations in the area of PJC Reroof Proposal Request #4 which results in a credit in the amount of \$7,695.00 occurring as a result of a design change eliminating the addition of 2 roof drains and leaving the current one in place.</p> <p><b>Attachments:</b> Proposal Request Number 4</p>
<p><b><u>VOTING</u></b> It was duly passed to approve Proposal Request Number 4 for the 2017 Reroofing and Exterior Wall Rehabilitation at Prairie Justice Center for a credit in the amount of \$7,695.00. Moved by: Widboom, Matt Seconded by: Metz, Gene</p>	
7.5	<b>OSHA Settlement Agreement</b>
	<p>Tom Johnson, County Administrator, presented the Board with information and recommendations in the area of a settlement agreement with the State of Minnesota Department of Labor and Industry. Mr. Johnson advised that the penalty amount was reduced from \$7,000 to \$3,500 after a group from Nobles County negotiated. Mr. Johnson confirmed that the County's coverage with the Minnesota Counties Intergovernmental Trust does not cover fines.</p>

**VOTING**

It was duly passed to approve the settlement agreement and authorize the penalty payment of \$3,500 to the Department of Labor and Industry.

Moved by: Ahlers, Justin

Seconded by: Demuth, Robert S.

**8. Inter-Agency Reports / Announcements****8.1 Committee & Board Reports**

District I - Commissioner Ahlers reported on the Southwestern Minnesota Opportunity Council (SMOC) transit meeting.  
 District II - Cojmmisioner Metz reported on the AMC District 8 meeting.  
 District III - Commissioner Widboom reported on the Community Service Advisory Committee meeting.  
 District IV - Commissioner Demuth reported on the AMC District 8 meeting.  
 District V - Commissioner Linssen reported on AMC District 8, Southwestern Minnesota Opportunity Council (SMOC) transit, Advocate. Connect. Educate (ACE) and Southern Prairie Community Care.  
 Management Team – Attorney Kathleen Kusz had no report.  
 County Administration - Administrator Johnson reported on the AMC District 8 meeting. Discussion took place on a class action suit being filed against opioid manufacturers. Counties would need to identify financial losses as a result and file before the end of November.

**8.2 Correspondence**

**Attachments:**  
 Recruitment Memo  
 SWmnNWia Ventures Invitation  
 Community Christmas Baskets Letter  
 WinterFest Letter

**8.3 Calendar**

**Attachments:**  
 November Calendar

**9. Other / Future Business****County Ditch 11 Final Hearing**

Tuesday, November 7, 2017 10:00 a.m.  
 Farmers Rm, 315 Tenth Street, Worthington MN 56187

**Collaborative Multi-function Facility Mtg with LHB**

Tuesday, November 7, 2017 1:30 p.m.  
 BioTechnology Advancement Center, 1527 Prairie Drive, Worthington MN

**Nobles Economic Opportunity Network (N.E.O.N.)**

Thursday, November 9, 2017 5:30 p.m. – 7:00 p.m.  
 BioTechnology Advancement Center, 1527 Prairie Drive, Worthington MN

**10. Adjournment**

**VOTING**

It was duly passed to adjourn the meeting at 9:49 a.m.

Moved by: Metz, Gene

Seconded by: Ahlers, Justin

  
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(Chairperson)

  
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(County Administrator)