

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

BOARD OF COMMISSIONERS of Nobles County met in regular session on Tuesday, August 7, 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	
<u>VOTING</u> It was duly passed to approve the agenda with addendum, adding item 7.3 Nobles County Miscellaneous Office Improvements Construction Services. Motion by: Ahlers, Justin Seconded by: Widboom, Matt	
4. Recognition	
4.1	Visitors & Guests Welcome
4.2	Excellence In Performance
	Christine Bullerman, Community Wellness Coordinator, was acknowledged as the recipient of the Nobles County Excellence In Performance Award.
5. Consent Agenda	
5.1	July 24, 2018 Regular Meeting Minutes <u>Attachments:</u> July 24, 2018 Draft Regular Meeting Minutes
5.2	Meetings & Conferences - Travel Expenses <u>Attachments:</u> Travel Expenses paid August 3, 2018
5.3	Auditor's and Commissioner's Warrants <u>Attachments:</u> Accounts Payable Summary Auditor's Warrants Commissioner's Warrants – General Revenue Commissioner's Warrants – Public Works Commissioner's Warrants – Family Service Fund
<u>VOTING</u> It was duly passed to approve the Consent Agenda as presented. Moved by: Metz, Gene Seconded by: Linssen, Donald	

6. Department Presentations	
6.1	Public Works/Environmental Services – Kathy Henderschiedt
A.	Conditional Use Permit #20-2018 Ryan Henning DBA Henning Construction, Adrian MN
	<p>Commisioner Widboom stated for the record that he would be removing himself from all discussion as he is property owner.</p> <p>Kathy Henderschiedt, Planning and Zoning Administrator, presented the Board with information and recommendations in the area of a conditional use permit for gravel, asphalt and concrete stockpiling. Ms. Henderschiedt advised the location has changed from a sensitive area where there was a waterway and all parties are agreeable. The City requested that the Board instead issue an interim use permit with a sunset event of the annexation of this land into the City of Worthington which would ensure that at such time the site would be required to comply with any applicable Worthington City Code requirements.</p> <p>Attachments: Henning Aerial Photo Planning and Zoning Minutes 7/25/18</p>
<u>VOTING</u>	
<p>It was duly passed to approve Interim Use Permit #20-2018 to Ryan Henning, DBA Henning Construction Inc., Adrian MN for gravel, asphalt and concrete stockpiling with conditions as listed and recommended by the Nobles County Planning Advisory (Planning and Zoning) Commission. This parcel of land is located on 10 acres in the NW ¼ , Section 15, Twp. 102, Range 40 (Worthington Township).</p> <p>Moved by: Metz, Gene Seconded by: Ahlers, Justin In Favor: Metz, Gene; Ahlers, Justin; Demuth, Robert S.; Linssen, Donald Opposed: None Abstained: Widboom, Matt</p>	
B.	Conditional Use Permit #21-2018 Matt Widboom, Worthington MN
	<p>Kathy Henderschiedt, Planning and Zoning Administrator, presented the Board with information and recommendations in the area of a conditional use permit for deposit of solid fill in excess of 500 cubic yards on a parcel of land. The request is to allow more of the dirt to be spread onto the oat ground, which is located west of a proposed line that is 250' from the center of Highway 59, as to not disturb as much of the standing corn.</p> <p>Attachments: Widboom Aerial Photo Planning and Zoning Minutes 8/1/18</p>
<u>VOTING</u>	
<p>It was duly passed to approve Conditional Use Permit #21-2018 to Matt Widboom, Worthington MN for deposit of solid fill in excess of 500 cubic yards on a parcel of land as recommended by the Nobles County Planning Advisory (Planning and Zoning) Commission. This parcel of land is located in the NE ¼, except 16.93 acres, Section 2, Twp. 102, Range 40 (Worthington Township).</p> <p>Moved by: Ahlers, Justin Seconded by: Linssen, Donald In Favor: Ahlers, Justin; Linssen, Donald; Metz, Gene; Demuth, Robert S. Opposed: None Abstained: Widboom, Matt</p>	

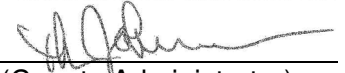
6.2	Attorney - Kathleen Kusz
A.	Professional Service Agreement
	<p>Kathleen Kusz, County Attorney, presented the Board with information and recommendation in the area of approving a contract for an independent contractor to provide transcription services.</p> <p>Attachments: Professional Service Agreement</p>
<p><u>VOTING</u> It was duly passed to authorize the Chairperson to sign, on behalf of Nobles County, a Professional Service Agreement between the Nobles County Attorney's Office and Mary Viessman for the provision of transcription services for the period of September 1, 2018 and December 31, 2019. Moved by: Linssen, Donald Seconded by: Metz, Gene</p>	
7. Administration Presentation – Tom Johnson	
7.1	State of MN DEED and SWMNPIC Leases
	<p>Tom Johnson, County Administrator, presented the Board with information and recommendations in the area of 2 seperate lease agreements for the space occupied. DEED has released some of the space that they currently are renting and the County plans to renovate it for the Motor Vehicle office to relocate.</p> <p>Attachments: Amendment No. 5 to State of Minnesota Lease No. 11853 – DEED Lease Agreement - SWMNPIC</p>
<p><u>VOTING</u> It was duly passed to authorize the Board Chair and Administrator to sign, on behalf of Nobles County, Amendment No. 5 to State of Minnesota Lease No. 11853 for the provision of leasing office space to the Department of Employment and Economic Development, commencing July 1, 2018 and continuing through June 30, 2028. Moved by: Ahlers, Justin Seconded by: Demuth, Robert S.</p>	
<p><u>VOTING</u> It was duly passed to authorize the Board Chair and Administrator to sign, on behalf of Nobles County, a Lease Agreement for the provision of leasing office space to the Southwest Minnesota Private Industry Council, Inc., commencing July 1, 2018 and continuing through June 30, 2023. Moved by: Linssen, Donald Seconded by: Widboom, Matt</p>	
7.2	Application and Certificate for Payment No. 1 – Zahl Equipment Service Inc.
	<p>Tom Johnson, County Administrator, presented the Board with information and recommendations in the area of a request for payment for the Underground Fuel Tank Replacement project at the Government Center. Shawn Nelson, Southwest Minnesota Housing Partnership, Project Managers for CIP Bond Projects, was present and answered questions of the Board.</p> <p>Attachments: Application and Certification for Payment – Signed and Notarized Application and Certification for Payment Draft</p>

<u>VOTING</u>	
It was duly passed to approve Payment Application No. 1 in the amount of \$34,620.85 to Zahl Equipment Service, Inc. for work completed on the Government Center Underground Fuel Tank replacement project. Moved by: Ahlers, Justin Seconded by: Metz, Gene	
7.3	Nobles County Miscellaneous Office Improvements Construction Services
	Mr. Johnson advised the Board only a single bid for \$233,640.00 was received for the miscellaneous office improvements projects which include both the Prairie Justice Center and Government Center. The bid exceeded estimates and is more than the funds available in the CIP bond fund proceeds. After negotiating with the contractor, there was only a 15% savings resulting in a total bid of \$201,324.00. Mr. Johnson recommended that the Board reject the bid and address each project separately. Priority projects are the office space of DEED, SWPIC, Motor Vehicle office relocation and Assessor's office. The main priority project at the PJC is renovation of the Jury Rooms. Mr. Johnson advised if the Board approved the original bid or reduced bid, the County would have to use reserves and dip into contingency funds where there are already commitments.
<u>VOTING</u>	
It was duly passed to reject the bid from Wilcon Construction. Moved by: Linssen, Donald Seconded by: Metz, Gene	
8. Inter-Agency Reports / Announcements	
8.1	Committee and Board Reports
	District I - Commissioner Ahlers reported on the Emergency Management Planning Advisory Committee (EMPAC) meeting. District II - Commissioner Metz reported on the Nobles County Fair Booth. District III - Commissioner Widboom had no report. District IV - Commissioner Demuth reported on the Nobles County Fair Booth and notification of the 2018 dividend in the amount of \$95,567 from the Minnesota Counties Intergovernmental Trust (MCIT). District V - Commissioner Linssen reported on the Nobles County Fair Booth and Emergency Management Planning Advisory Committee (EMPAC) meeting. Management Team - Attorney Kathleen Kusz had no report. County Administration – Administrator Tom Johnson reported on the Nobles County Fair Booth and a bill approved in legislation awarding \$30 million for outstate mental health facilities. Criteria from DHS is due to be released in September and Avera, who manages the Southwestern Mental Health Center, will provide architectural drawings for the old Kids Peace space at the Prairie Justice Center at no charge.
8.2	Correspondence <u>Attachments:</u> Recruitment Memo Nobles 2 Power Partners, LLC August Newsletter

8.3	Calendar Attachments: Commissioners Calendar – August 2018
9. Other / Future Business Nobles Economic Opportunity Network (N.E.O.N.) Thursday, August 9, 2018 5:30 p.m. BioTechnology Advancement Center, 1527 Prairie Drive, Worthington MN County Employee Picnic Friday, August 10, 2018 6:00 p.m. Centennial Park, Worthington MN	
10. Adjournment	
<u>VOTING</u> It was duly passed to adjourn the meeting at 9:34 a.m. Moved by: Widboom, Matt Seconded by: Demuth, Robert S.	



(Chairperson)



(County Administrator)