

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

The Board of Commissioners of Nobles County met in regular session on Tuesday, June 23, 2020, in the Commissioners Room, at the Nobles County Government Center, Worthington, Minnesota.

The following Commissioners were in attendance in the Board Room: Justin Ahlers, Gene Metz, Robert S. Demuth, Donald Linssen and Matt Widboom.

The meeting was called to order by Chairperson Ahlers at 9:00 A.M. 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 with the addition of an addendum. Motion by: Demuth, Robert S. Seconded by: Widboom, Matt	
4.0 Recognition	
4.1 Katie Groen, Eligibility Worker, was presented the Excellence in Performance award for April 2020. Michelle Ebbers, Public Health Nurse Supervisor, was presented the Excellence in Performance award for May 2020.	
5.0 Consent Agenda	
5.1	June 02, 2020 Regular Board Meeting Minutes <u>Attachments:</u> June 02, 2020 Draft Regular Board Meeting Minutes
5.2	Meetings & Conferences – Travel Expenses <u>Attachments:</u> Travel Expenses paid June 06, 2020
5.3	PCard/Auditor's Warrants <u>Attachments:</u> Accounts Payable Summary Auditor's Warrants
5.4	Minnesota Department of Human Services Agreement Educational Only Tobacco Compliance Checks 2020 <u>Attachments:</u> Annual Plan Agreement
5.5	Group Residential Housing Agreements 2020-2021 Renewals <u>Attachments:</u> Agreements: CCSI, Ecumen Meadows, HSI, SW Mental Health Center, New Dawn, Adrian Country Living Cottages, Berger Agency, Pallansch Properties, KC Companies of Worthington (Golden Horizons)
<u>VOTING</u> It was duly passed to approve the Consent Agenda. Moved by: Metz, Gene Seconded by: Linssen, Donald	

6.0	Department Presentations
6.1 (A)	Contract 18001 – Resolution 202028 <u>Attachments:</u> Resolution 202028 Contract 18001
Stephen Schnieder presented the board with information regarding all work being completed on contract 18001 for bituminous paving work done in 2018.	
<u>VOTING</u> It was duly passed to approve resolution 202028 for final payment in the amount of \$220,561.12 to Central Specialties, Inc. Moved by: Linssen, Donald Seconded by: Widboom, Matt	
6.1 (B)	Advertisement for Bids, Bituminous Paving <u>Attachments:</u> Advertisement
Commissioner Ahlers recused himself from the discussion and vote. Plans are ready for the bituminous paving in the cities of Brewster, Lismore and Wilmont. This contract will include paving work on city streets. The projects will include milling off 2 inches of the existing surface and repaving the surface, removal of curb and gutter, and sidewalk and the installation of new curb and sidewalk in select locations to meet Americans with Disabilities Accessibility (ADA) requirements. The contract will also include work on city streets. Each city will be allowed to drop their work from the contract after the bid opening.	
<u>VOTING</u> Commissioner Ahlers recused himself from the vote. It was duly passed to approve the advertisement for bids. Moved by: Widboom, Matt Seconded by: Demuth, Robert S.	
6.1 (C)	Permit for Outdoor Dining on Right of Way <u>Attachment:</u> Special Conditions Document Sample Resolution Permit
The COVID 19 restrictions for dining indoors and meeting social distancing limits the business's ability to be profitable. The use of the public right of way is being permitted by the governor to help increase seating capacity while maintaining appropriate separation. Each road authority needs to approve the use of their road right of way for this purpose.	
<u>VOTING</u> It was duly passed to approve the permitting process for outdoor dining on the right of way only under the Governor's Executive order. Moved by: Demuth, Robert S. Seconded by: Metz, Gene	
6.1 (D)	Salt Sand Storage Building
The 2020 budget included funding for the construction of a Salt/Sand storage building at the Adrian Shop. The building being proposed is an engineered fabric building with steel support system. Sourcewell is a government entity through the MN Service Cooperative that does contract bidding similar to the State Purchasing Contract. Members are allowed to purchase off these bids without going through an individual bidding process. Nobles County is a member of Sourcewell and can purchase supplies, equipment and services off their purchasing contracts without going through the bidding and evaluation process.	
<u>VOTING</u> It was duly passed to approve the purchase of the salt/sand storage building through Sourcewell contract #091319. Moved by: Metz, Gene	

Seconded by: Ahlers, Justin	
6.2 (A)	Joint Ditch Authority Appointments
In reviewing the appointments for the Judicial Ditches to determine which boards members need to be involved with approving the contracts for the joint ditches, it was discovered that Nobles County needs to appoint one more board member for JD 11 and 26 that are shared with Murray County and that JD 17 is shared with both Jackson and Murray counties so needs to be listed as such.	
<u>VOTING</u>	
It was duly passed to appoint commissioner Linssen to JD 11 Moved by: Demuth, Robert S. Seconded by: Widboom, Matt	
It was duly passed to appoint commissioner Metz to JD 26 Moved by: Ahlers, Justin Seconded by: Linssen, Donald	
6.2 (B)	Year End Reports <u>Attachments:</u> Report of Tax Delinquency Tax Delinquent as of 1/2/2020 Unpaid Taxes as of 12/31/2019 Cash and Investment Collateral Report 12/31/2019 Cash Investments and Balances Resolution 202029
Several reports were discussed including : 1.) Year End Reports of Tax Delinquency – For Informational Purposes 2.) Year End Cash and Investment Reports – Requires your consideration and acceptance 3.) Resolution 202029 to Authorize Auditor on Banking-Investment Accounts – Needs to be updated and adopted.	
<u>VOTING</u>	
It was duly passed to accept the Year End Reports. Moved by: Metz, Gene Seconded by: Demuth, Robert S.	
It was duly passed to adopt Resolution 202029. Moved by: Widboom, Matt Seconded by: Linssen, Donald	
6.3 (A)	Professional Service Agreement
Valerie Ruesh presented the board with information regarding The Professional Service Agreement for assessing service in Adrian and Summit Lake Township, dated October 8, 2019, with Gary Spaeth, the Contractor, began for the tax year 2020 and will automatically renew annually for up to four additional tax years. Either party may terminate this Agreement and not renew it for another year by giving written notice to the other of its intent to terminate/not renew this Agreement prior to the end of the current annual term/tax year on or before June 30. Such termination may be made with or without cause.	
<u>VOTING</u>	
It was duly passed to terminate the Professional Service Agreement with contractor, Gary Spaeth, for assessing services in Adrian and Summit Lake Township. Moved by: Widboom, Matt Seconded by: Metz, Gene	
6.4 (A)	Change of Status
Sue Luing, Human Resource Director, presented the board with information regarding the 2/5 th time (16-23 hours/week) Library Page in Adrian position. This position is consistently working less hours and it is recommended to change the status to a 1/5 th time position.	
<u>VOTING</u>	

It was duly passed to approve the change of status of the 2/5th time Library Page to 1/5th time.
Moved by: Demuth, Robert S.
Seconded by: Linssen, Donald

6.5 (A) COVID-19 Preparedness Plan
Attachments:
COVID-19 Preparedness Plan for Nobles County

Beginning on June 29, 2020, all Critical Businesses must have developed and implemented a COVID-19 Preparedness Plan as set forth in the Governor's Executive Order. As part of the Governor's Executive Order, critical businesses are required to have a COVID-19 preparedness plan. A plan has been prepared and discussed with the department heads.

VOTING

It was duly passed to approve the COVID-19 Preparedness Plan for Nobles County as presented.
Moved by: Widboom, Matt
Seconded by: Demuth, Robert S.

7.0 Administration Presentation

7.1 2020 Boards, Committees & Commissions – Citizen Appointments
Attachments:
2020 Nobles County Boards & Committees
Citizen Application

A citizen application was presented for the Planning Advisory Commission. After further review the application is unable to be acted upon. The applicant is currently on the Zoning Board of Appeals. There is a maximum (already being met) of two people who can sit on both boards (Planning Advisory Commission and Zoning Board of Appeals).

VOTING

No Action was needed.

7.2 Herlein-Boote Wildlife Management Area
Attachments:
Letter

At a recent meeting Administration was to draft a document to formally close activity on water concerns in the Herlein-Boote slough. Administration drafted a letter which was attached. It was reviewed by our water attorney who made a few minor edits and agrees it is time to close the effort. Discussion was held regarding the letter and the disinterest in signing it as it reads.

VOTING

It was duly passed to approve administration to work with water attorney to re draft the letter to include data points and allow discussion to continue if new issues arise.
Moved by: Metz, Gene
Seconded by: Demuth, Robert S.

7.3 Commercial Tax Abatements

Commercial tax abatements for two businesses were granted in 2018 with conditions and construction was completed in 2019 for both developments. Drenth Enterprises, LLC was granted a 10-year abatement by Nobles County, the City of Adrian and the Adrian School District. The development project is a building to lease to Sanford Health as a medical clinic within the City of Adrian, which is operating as such. Conditions appear to be met based on a simple response from Mr. Drenth. New Fashion Pork was granted a 15-year abatement by Nobles County and the City of Round Lake. The development project was to acquire property and build a feed mill operation specifically for NFP operations. The feed mill is operating as planned. The conditions of the development agreement were met as confirmed through a letter dated June 11, 2020 from NFP. The purpose of this item is for the board to provide satisfaction that the conditions and /or intent of the abatement agreements have been substantially met and the abatement can be made for these development projects.

VOTING

It was duly passed to approve tax abatement for Drenth Enterprises, LLC as agreed to in the Development Agreement approved on June 5, 2018.

Moved by: Widboom, Matt

Seconded by: Metz, Gene

It was duly passed to approve tax abatement for New Fashion Pork as agreed to in the Development Agreement approved on March 6, 2018.

Moved by: Demuth, Robert S.

Seconded by: Ahlers, Justin

7.4 NACo Delegate

(Addendum)

A voting delegate is needed for the upcoming NACo annual meeting.

VOTING

It was duly passed to appoint commissioner Metz as the NACo voting delegate.

Moved by: Ahlers, Justin

Seconded by: Widboom, Matt

7.5 CARES Act Funding

(Addendum)

Discussion was had on the anticipated CARES Act funding related to COVID-19 expenses.

VOTING

No action was needed

8.0 Inter-Agency Reports/Announcements

8.1 Committee and Board Reports

District V - Commissioner Linssen – Reported on meetings regarding unemployment and the AMC Public Safety meeting.

District IV - Commissioner Demuth – Reported on the SW Mental Health Center hiring a new director.

District I - Commissioner Ahlers – Reported on Rock Nobles Community Corrections operating as normally as they can. They plan to start work crews back up soon.

District II - Commissioner Metz – Reported on CPT and Joint Powers meetings, mostly regarding tracking COVID expenses.

District III - Commissioner Widboom – Reported on the Fair Board meetings and no 2020 Nobles County Fair.

County Administration – Bruce Heitkamp reported the Government Center and that appointments are still needing to be made. Security is working out well. Still debating on when to open to the public. Construction plans continue for the Data Center, PJC Sidewalk and Court Rooms. Nobles Soil and Water purchased a Drone and ATV for use with ditches.

Attorney – Joe Sanow reported on hiring an assistant county attorney who will be stating soon. They also have the retirement of a law clerk within their office.

8.2 Correspondence

Attachments:

Recruitment Update

HLWD - Public Drainage Systems Report

HLWD Agenda 6/17/2020

School Backpack program flier

8.3	Calendar Attachments: June 2020 Calendar July 2020 Calendar
9.0	Other / Future Business
10.0 Adjournment	
VOTING It was duly passed to adjourn the meeting at 11:00 A.M. Moved by: Demuth, Robert S. Seconded by: Metz, Gene	



(Chairperson)



(County Administrator)