

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

The Board of Commissioners of Nobles County met in regular session on Tuesday, July 21, 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, Donald Linssen and Matt Widboom.

Members Absent: Robert S. Demuth

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 with additions. Motion by: Widboom, Matt Seconded by: Linssen, Donald	
4.0 Recognition	
4.2	Years of Service Award
Cathy Roos was presented with a 15 years of service award. Steve Schultz was presented with a 25 years of service award.	
4.3	Excellence in Performance Award – June 2020
Michelle Morrison – Rock Nobles Community Corrections was presented with the June 2020 Excellence in Performance award.	
5.0 Consent Agenda	
5.1	July 07, 2020 Regular Board Meeting Minutes <u>Attachments:</u> July 07, 2020 Draft Regular Board Meeting Minutes
5.2	Meetings & Conferences – Travel Expenses <u>Attachments:</u> Travel Expenses paid July 17, 2020
5.3	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. Moved by: Metz, Gene Seconded by: Widboom, Matt	
6.0	Public Hearing
6.1	Public Hearing – Proposed Property Tax Abatement Thomas & Lindsay Jenniges Parcel 06-0103-000 A. Open Hearing (Action)

	<p>B. Proposed Abatement – Discussion C. Public Comment D. Close Hearing (Action) E. Decisions 1. Thomas & Lindsay Jenniges Parcel 06-0103-000 – Resolution 202033 (Action) Attachments: NHI Nobles County Guidelines Application information Resolution 202033</p>
	<p>A. A motion by Matt Widboom and seconded by Gene Metz, it was duly passed to open the Proposed Property Tax Abatement Public Hearing for Thomas and Lindsay Jenniges Parcel 06-0103-000 B. Tom Johnson, Nobles County Administrator, reviewed the Nobles Home Initiative Application. C. No public comments were received. D. On a motion by Gene Metz and seconded by Matt Widboom, it was duly passed to close the Proposed Property Tax Abatement Public Hearing. E. On a motion by Matt Widboom and seconded by Gene Metz, it was duly passed to close and adopt Resolution 202033 approving tax abatement to Thomas and Lindsay Jenniges Parcel 06-0103-000 pursuant to Minnesota Statute 469.1813..</p>
6.2	<p>Public Hearing – Proposed Property Tax Abatement Angelle Berreau & Richard Holter Parcel 21-0628-015 A. Open Hearing (Action) B. Proposed Abatement – Discussion C. Public Comment D. Close Hearing (Action) E. Decisions 1. Angelle Berreau & Richard Holter Parcel 21-0628-015 – Resolution 202034 (Action) Attachments: NHI Nobles County Guidelines Application information Resolution 202034</p>
	<p>A. A motion by Gene Metz and seconded by Matt Widboom, it was duly passed to open the Proposed Property Tax Abatement Public Hearing for Angelle Berreau & Richard Holter Parcel 21-0628-015 B. Tom Johnson, Nobles County Administrator, reviewed the Nobles Home Initiative Application. C. No public comments were received. D. On a motion by Donald Linssen and seconded by Matt Widboom, it was duly passed to close the Proposed Property Tax Abatement Public Hearing. E. On a motion by Gene Metz and seconded by Justin Ahlers, it was duly passed to close and adopt Resolution 202034 approving tax abatement to Angelle Berreau & Richard Holter Parcel 21-0628-015 pursuant to Minnesota Statute 469.1813..</p>
6.3	<p>Public Hearing – Proposed Property Tax Abatement Mark and Jennifer Wibbens Parcel 21-0628-110 A. Open Hearing (Action) B. Proposed Abatement – Discussion C. Public Comment D. Close Hearing (Action) E. Decisions 1. Mark and Jennifer Wibbens Parcel 21-0628-110 – Resolution 202035 (Action) Attachments: NHI Nobles County Guidelines Application information</p>

	Resolution 202035
	<p>A. A motion by Matt Widboom and seconded by Gene Metz, it was duly passed to open the Proposed Property Tax Abatement Public Hearing for Mark and Jennifer Wibbens Parcel 21-0628-110</p> <p>B. Tom Johnson, Nobles County Administrator, reviewed the Nobles Home Initiative Application.</p> <p>C. No public comments were received.</p> <p>D. On a motion by Gene Metz and seconded by Matt Widboom, it was duly passed to close the Proposed Property Tax Abatement Public Hearing.</p> <p>E. On a motion by Justin Ahlers and seconded by Matt Widboom, it was duly passed to close and adopt Resolution 202035 approving tax abatement to Mark and Jennifer Wibbens Parcel 21-0628-110 pursuant to Minnesota Statute 469.1813..</p>
7.0	Department Presentations
7.1 (A)	<p>County Road 56 Intersection Control</p> <p>Attachments: Resolution 202030</p> <p>A resident on County Road 56 is concerned about safety at the intersection of CR 56 and Dillman Avenue a Little Rock Township Road. They are requesting that a stop sign be installed instead of the existing yield signs to stop traffic approaching CR 56.</p>
	<p><u>VOTING</u> It was duly passed to approve Resolution 202030. Moved by: Metz, Gene Seconded by: Widboom, Matt</p>
7.1 (B)	<p>Rushmore Railroad Crossing Protection</p> <p>Attachments: Resolution 202031</p> <p>The Rushmore City Council is concerned with the safety at the Ellison Eastern railroad crossing on County State Aid Highway 13. The increased train traffic has increased the potential for crashes at the crossing. The City would like to see additional protection at the crossing to warn drivers of train traffic.</p> <p>The State approves the installation of signals and gates at crossings. This crossing is not on the list of eligible crossings to be funded for the installation of crossing protection. The state has suggested that "Stop" signs be installed. The past operator had a person go to each crossing to flag the crossing when the train was coming. The train speeds were also very slow, and there was little train traffic. There was no need to put up traffic control signs.</p> <p>Discussion was had regarding what is there for signage now and the possibilities of what could be installed.</p> <p>It was decided to not take any action on this item at this time.</p>
	<p><u>VOTING</u> There was no action taken on this item.</p>
7.1 (C)	<p>Bituminous Paving Contract</p> <p>Bids for a bituminous paving project were received and opened on July 20, 2020. Only 1 bid was received, which was 23% higher than expected.</p>
	<p><u>VOTING</u> It was duly passed to reject all bids for the bituminous paving contract and re bid at a later date. Moved by: Linssen, Donald Seconded by: Metz, Gene</p>
7.1 (D)	<p>Designation of Surplus Property for Disposal</p> <p>A new tandem axle truck was purchased this year. The budget included disposal of unit T236, a 2008 Sterling LT9500 including the plows and sander. The equipment needs to be declared surplus property so it can be sold. The method of disposal will be through an on line auction.</p>
	<p><u>VOTING</u> It was duly passed to declare unit T236, including the plows and sander, as surplus property for disposal.</p>

<p>Moved by: Metz, Gene Seconded by: Widboom, Matt</p>	
7.2 (A)	<p>Grant Acceptance – Resolution 202032 <u>Attachments:</u> Grant Acceptance Cover Memo Grant Agreement Resolution 202032 2019 GIS Exhibit A</p>
<p>The Nobles County Board is requested to authorize the acceptance of \$27,190.55 in Grant Program funding from the State of the Minnesota Department of Public Safety, Division of Emergency Communication Networks (MN DPS-ECN). The NGGIS Grant Program is intended to enhance the Nobles Co. GIS database. These grant funds may to be utilized for GIS Data Collection.</p>	
<p><u>VOTING</u> It was duly passed to adopt Resolution 202032 and accept the NGGIS Grant of \$27,190.55. Moved by: Ahlers, Justin Seconded by: Widboom, Matt</p>	
7.2 (B)	<p>Position Requisition <u>Attachments:</u> Requisition for Personnel</p>
<p>The Sheriff is requesting to fill the vacancy for a part-time correctional officer at the Nobles County Jail.</p>	
<p><u>VOTING</u> It was duly passed to approve the hiring of a part-time correctional officer. Moved by: Linssen, Donald Seconded by: Widboom, Matt</p>	
7.3 (A)	<p>Position Requisition <u>Attachments:</u> Position Requisition</p>
<p>The Library is requesting to fill the vacancy for the Adult Services Librarian.</p>	
<p><u>VOTING</u> It was duly passed to approve the hiring of the Adult Services Librarian. Moved by: Widboom, Matt Seconded by: Metz, Gene</p>	
7.3 (B)	<p>Library Fee Addition</p>
<p>The Library has a new offering, provided by a state grant through Plum Creek, mobile Internet hotspots. A mobile Internet hotspot uses cellular access to create a WiFi connection, allowing people to connect to the Internet where there is not typically strong, or any, WiFi access. They will be available for checkout at both branches at the main circulation desk. Since this is a new item, there is no overdue fee in the Library Fee schedule. Since these are more valuable than books (Plum Creek set the value at \$100), and may be popular and subject to not being returned, the library would like to charge an overdue fee. From the hotspots' value, the current fee schedule, and discussion with staff, the suggestion is \$6 per day, with a maximum of \$30.</p>	
<p><u>VOTING</u> It was duly passed to approve the addition to the Library fee schedule to include a \$6.00/day overdue fee with a maximum of \$30.00 for the Mobile Internet Hotspot. Moved by: Metz, Gene Seconded by: Ahlers, Justin</p>	
7.4 (A)	<p>Mutual Aid Study – Firm Selection</p>
<p>The Nobles County Mutual Aid Association acknowledged that improvements are necessary in performing mutual-aid fire/rescue services. The Association requested that Nobles County Emergency Management investigate opportunities to study mutual aid improvements. A \$25,000.00 Fire Service Planning Grant, to perform this study, was secured earlier in 2020. A five</p>	

percent (5%) match is required, which establishes a \$26,250.00 budget to acquire assistance from a study firm. A Request for Proposal (RFP) was submitted in June 2020 to seek reputable fire/rescue service study firms. Four (4) firms answered the July 3, 2020 RFP in an effort to assist.

VOTING

It was duly passed to approve a contract with McGrath Consulting Group, Inc to conduct a Mutual Aid study.

Moved by: Metz, Gene

Seconded by: Ahlers, Justin

8.0 Administration Presentations

8.1 Citizen Appointment

Attachments:

2020 Boards & Committees

Citizen Application

Martin Rickers has applied to the Planning Advisory Commission.

VOTING

It was duly passed to approve Martin Rickers to the Planning Advisory Commission with a term expiring 12/31/2021.

Moved by: Ahlers, Justin

Seconded by: Widboom, Matt

8.2 Data Center Finishes Project

The Data Center is ready to be finished. EAPC out of Sioux Falls completed the design for the office area proposed in the upper level (old jail) of the Government Center Building. This area will house offices for the IT Department and the old 'Day Room' was identified as a location for the data center operation. The board authorized getting proposals for the finish project phase of the data center space, 4 bids were received.

VOTING

It was passed to approve Administration to develop an agreement with Tri-State Construction to complete the Data Center work as proposed.

Moved by: Widboom, Matt

Seconded by: Metz, Gene

8.3 Courtroom C Improvements

Attachments:

Judge Gordon Moore Letter

District Court has requested improving Courtroom C be improved to accommodate formal proceedings and a six-person jury. Falls Architect Studio, LLC worked with the local district court staff to develop a relatively simple plan to improve the Courtroom C space without structural changes. Primary changes are raising the judges space creating a small version of what the other two main courtrooms design encompasses, including adding a door for the judge into the judge's hallway. To create space for a small jury, a small audience and small well, two closets in the back will be removed and one along the easterly wall will be modified. The project was bid and 3 bids were received.

VOTING

It was passed to approve administration to develop an agreement with Visions Construction Group, Inc. to complete the work to Courtroom C.

Moved by: Widboom, Matt

Seconded by: Linssen, Donald

In Favor: Widboom, Matt; Metz, Gene; Linssen, Donald

Opposed: Ahlers, Justin

8.4 CARES Act Funding

Discussion was had regarding the continued conversations and work around the CARES Act funds. The County attended a joint County/City meeting to discuss options for disbursing the funds to small business in the area. Another meeting for Townships and smaller cities will be planned in the near future.

VOTING	
No Action was needed.	
8.5 (addendum)	Buffalo Ridge Regional Rail Authority Industrial Rail Park <u>Attachments:</u> Support Letter Preliminary Cost Breakdown Site Map Plan & Profile
The Buffalo Ridge Regional Rail Authority is seeking EDA CARES Act Funding to develop and build a rail park to serve businesses and manufacturers in need of rail access. This project will provide up to fifteen (15) jobs to Nobles County. Ellis & Eastern has identified a site within Nobles County for an industrial rail park. The park is proposed within Westside Township, Section 16, which is located at the corner of County Road 19 and C.S.A.H. 35. This property abuts the existing rail line. A portion of land formerly known as the Five Star Fertilizer site, directly to the west of this site, will possibly be a part of this project. It has been confirmed that rail extension is an acceptable zoning use for this property.	
VOTING	
It was duly passed to approve signing a letter of support for the Buffalo Ridge Regional Rail Authority grant application. Moved by: Widboom, Matt Seconded by: Metz, Gene	
8.6 (addendum)	Letter of Support for Hog Farmers <u>Attachments:</u> Letter of Support
Nobles County received a template letter to federal legislators related to the significant challenges of pork producers due to COVID-19.	
VOTING	
It was duly passed to approve signing a letter of support for pork producers to the federal legislators. Moved by: Ahlers, Justin Seconded by: Metz, Gene	
9.0 Inter-Agency Reports/Announcements	
9.1	Committee and Board Reports
	County Attorney – Joe Sanow – Courts remain in limbo and are not fully functional yet. There has been a slight decrease in cases, which is beneficial at this time. District III - Commissioner Widboom – No Report District II - Commissioner Metz – Reported on SMOC running summer programs and that seems to be working out well. Land Integration is working on securing a fly over for the County. District I - Commissioner Ahlers – Reported on Rock Nobles Community Corrections having an open position which is being advertised. County Administration – Tom Johnson – Reported on all of the Joint Ditch contracts being approved. COVID work is turning into CARES work. Preliminary budget discussions are starting up. The Government Center is completely open to the public. It seems to be working out fine. District V - Commissioner Linssen – Reported that all of his meetings continue to be done so by Zoom.

	County Administration – Bruce Heitkamp – Reported on a COVID update. He also updated on purchasing a drone and side by side for ditch work.
9.2	Correspondence <u>Attachments:</u> Recruitment Update Nobles County Art Center Board Meeting Minutes 7/7/2020 HLWD Meeting Minutes 5/20/2020 HLWD Activity Report June 2020 Nobles SWCD Agenda 7/15/2020 Nobles SWCD Meeting Minutes 6/24/2020 Nobles SWCD Program Summary, Bills Payable as of 6/30/2020, Profit and Loss as of 6/30/2020 JD 14 Meeting Minutes 6/2/2020 HLWD Agenda 7/15/2020
9.3	Calendar <u>Attachments:</u> July 2020 Calendar August 2020 Calendar
10.0	Other / Future Business Joint City / County Work Session – Worthington Event Center Thursday July 23, 2020 12:00 p.m. Work Session – Nobles County Board Room Wednesday July 30, 2020
11.0 Adjournment	
<u>VOTING</u> It was duly passed to adjourn the meeting at 10:50 A.M. Moved by: Metz, Gene Seconded by: Linssen, Donald	



(Chairperson)



(County Administrator)