

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

The Board of Commissioners of Nobles County met in regular session on Tuesday, October 20, 2020, at the Board of Commissioners Room, Government Center, Worthington, Minnesota. The following Commissioners were in attendance in the Board Room: Justin Ahlers, Gene Metz, Donald Linssen, Robert S. Demuth 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. Motion by: Widboom, Matt Seconded by: Linssen, Donald	
4.0 Recognition	
5.0 Consent Agenda	
5.1	September 30, 2020 Special Board Meeting Minutes Draft <u>Attachments:</u> September 30, 2020 Draft Special Board Meeting Minutes
5.2	October 06, 2020 Regular Board Meeting Minutes Draft <u>Attachments:</u> October 06, 2020 Draft Regular Board Meeting Minutes
5.3	Meetings & Conferences – Travel Expenses <u>Attachments:</u> Travel Expenses paid October 09, 2020
5.4	PCard/Auditor's Warrants <u>Attachments:</u> Accounts Payable Summary Auditor's Warrants
5.5	MN Department of Human Services 2021-2022 Adult Mental Health Grant Contract <u>Attachments:</u> Adult Mental Health Contract
5.6	SHIP Health Educator Agreement with Des Moines Valle Health & Human Services <u>Attachments:</u> SHIP Agreement
<u>VOTING</u> It was duly passed to approve the Consent Agenda. Moved by: Demuth, Robert S. Seconded by: Widboom, Matt	
6.0	Department Presentations
6.1 (A)	Bituminous Paving Bid <u>Attachments:</u> Advertisement for Bids

Public Works Director, Stephen Schnieder, presented the board with a request to advertise for a bituminous paving bid in 2020. Projects over \$175,000 require the work be awarded through competitive bidding. Having the bid opening in 2020 should result in more bidders and a lower price. It will also help prevent the loss of municipal construction funding due to having too high of a fund balance by the end of the year.

VOTING

It was duly passed to approve the advertisement for bituminous paving bid.

Moved by: Metz, Gene

Seconded by: Widboom, Matt

6.1 (B) Judicial Ditch 12 Tile Repair

Tile System repairs are conducted without board involvement when the projects are reasonably in size and cost. More expensive repairs are presented to the County Board to keep them informed and to receive authorization to proceed with the work. On JD 12, there is 1,000 feet of 10 inch diameter concrete tile that is rotten and needs to be replaced. This is located in the southwest quarter of section 27 of Bloom Township. The estimated cost is \$18 per foot and \$400 per branch line connection. This is an estimated cost of around \$18,800. There is no information on the number of branch tile lines that will need to be reconnected. The tile is around 6 feet to 12 feet deep and a dual wall plastic pipe would be used. The current tile is not draining properly and crop production is being impacted.

VOTING

It was duly passed to authorize Public Works and Administration to proceed with the Judicial Ditch 12 repair.

Moved by: Widboom, Matt

Seconded by: Metz, Gene

6.2 (A) Request for Out of State Travel

Community Services has a request for out of state airline travel for social work staff to accompany a minor on a flight to facilitate reunification with family.

VOTING

It was duly passed to approve the out of state airline travel for Community Services.

Moved by: Demuth, Robert S.

Seconded by: Widboom, Matt

6.3 (A) Requisition for Personnel

Attachments:

Requisition

The County Attorney's office is requesting to fill 1 full time Assistant County Attorney due to a vacancy.

VOTING

It was duly passed to approve the requisition for personnel for the Attorney's office.

Moved by: Metz, Gene

Seconded by: Linssen, Donald

6.4 (A) County Assessor Reappointment to a 4 Year Term

Attachments:

Resolution 202053

The current term for the county assessor expires on December 31, 2020, with the new term beginning on January 1, 2021. The commissioner of Revenue must confirm the reappointment before it becomes effective.

VOTING

It was duly passed to appoint Valerie Ruesch to a new 4 year term as the Nobles County Assessor.

Moved by: Demuth, Robert S.

Seconded by: Metz, Gene

6.5 (A) Requisition for Personnel

Attachments:

	Requisition
The Auditor-Treasurer's office is requesting to advertise and fill a License Center Technician vacancy.	
<u>VOTING</u> It was duly passed to approve the requisition for personnel for the License Center Technician. Moved by: Linssen, Donald Seconded by: Ahlers, Justin	
6.6 (A)	Professional Service Agreement <u>Attachments:</u> Agreement
A project has been started by Hunter Heitkamp working with Data Driven in ArcGIS to digitize plat maps of the small cities in Nobles County for the Recorder's Office. Since Hunter is familiar with the project and the maps, it makes sense that he finish them.	
<u>VOTING</u> It was duly passed to approve the professional service agreement with Hunter Heitkamp. Moved by: Metz, Gene Seconded by: Widboom, Matt	
7.0	Administration Presentation
7.1	Data Center/IT Offices Change Order #4
Tri-State General Contracting has proposed CO#4. CO #4 for the contract remodel of the Data Center/IT office space. The CO is entirely electrical in scope, and related to the previous demolition project. Electrical panels were all on the second floor, when all the electrical was disconnected, the current project scope only addressed the new area being remodeled. 1) Temporarily feed UPS panel \$454.28 2) Re-feed power to exhaust fans \$378.18 3) Replace lighting in areas not affected by remodel \$5,731.46 4) Deduct for change in low voltage scope of work -\$4260.00 Net Change \$2,303.92	
<u>VOTING</u> It was duly passed to approve the change order #4 in the amount of \$2,303.92. Moved by: Demuth, Robert S. Seconded by: Linssen, Donald	
7.2	Lidar Flight Imagery Acquisition <u>Attachments:</u> Validation of Proposed
Nobles County can seize an opportunity to collaborate with a MNGEO-led consortium (with other Federal, State, & regional partners) to acquire Lidar flight images of Nobles County at a reduced price. County departments and area agencies can use these images to offer enhanced services to departments and agency partners who have interests in Nobles County's land surfaces (Lidar= light detection and ranging).	
<u>VOTING</u> It was duly passed to approve Nobles County Administrator to sign Attachment D acknowledging Nobles County as a funding partner for the Spring 2021 Lidar project. Moved by: Widboom, Matt Seconded by: Metz, Gene	
7.3	CARES Act Funds
Discussion was had on remaining CARES Act funds and how to distribute them. Several communities have not completed joint powers agreements with Worthington and Nobles County related to the distribution of CARES funds. The League of MN Cities strongly recommended any city who administers CARES Act funds for another LUG have joint powers agreements in place. Because we have chosen to partner with all the communities who wish, and have the Worthington EDA administer all those funds, we need to be included in these JPA's. We	

have executed 4 at this point and expect up to 8 more. The Worthington EDA is requesting a sub-committee to go over any outstanding applications and to better define how the remainder of the CARES dollars should be spent.

VOTING

It was duly passed to approve Commissioner Ahlers and Commissioner Linssen to the EDA Sub Committee.

Moved by: Demuth, Robert S.

Seconded by: Metz, Gene

8.0 Inter-Agency Reports/Announcements

8.1 Committee and Board Reports

District V - Commissioner Linssen – No Report.

District IV – Commissioner Demuth – No Report.

District I - Commissioner Ahlers – RNCC gave a presentation on sentencing guidelines which was very interesting.

District II - Commissioner Metz – Transmission summit – still trying to find ways of bringing new transmission to the area for wind towers. Unfortunately unless funding options change it will be at least 15 years before new transmission is brought to the area.

District III - Commissioner Widboom – No Report.

Administration – Tom Johnson – No Report.

Administration / Emergency Management – Bruce Heitkamp – No Report.

8.2 Correspondence

Attachments:

Recruitment Update

KLR Profit/Loss

KLR Agenda 10/8/2020

KLR Bills Payable 9/30/2020

KLR Balance Sheet 9/30/2020

KLR Balance Sheet – Ditch Account 9/30/2020

HLWD Activity Report

KLR Meeting Minutes 8/13/2020

SWCD Agenda 10/21/2020

8.3 Calendar

Attachments:

October 2020 Calendar

November 2020 Calendar

9.0 Other / Future Business

Work Session

Wednesday, October 28, 2020 8:30 a.m.

10.0 Adjournment

VOTING

It was duly passed to adjourn the meeting at 10:07 a.m.

Moved by: Linssen, Donald

Seconded by: Demuth, Robert S.



(Chairperson)



(County Administrator)