

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

The Board of Commissioners of Nobles County met in regular session on Tuesday, March 02, 2021, 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 Bob Paplow.

The meeting was called to order by Chairperson Metz 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 the addendum, along with item 7.7 and the removal of items 6.4, 6.5b and 7.4. Motion by: Ahlers, Justin Seconded by: Metz, Gene	
4.0 Recognition	
Diane Vogt, Deputy Auditor/Treasurer – Tax/Records/Elections, was recognized as the February Excellence in Performance recipient.	
5.0 Consent Agenda	
5.1	February 16, 2021 Regular Board Meeting Minutes Draft <u>Attachments:</u> February 16, 2021 Draft Regular Board Meeting Minutes
5.2	Meetings & Conferences – Travel Expenses <u>Attachments:</u> Expenses paid – Employees Expenses paid – Board
5.3	Auditor’s & Commissioner’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: Demuth, Robert S. Seconded by: Linssen, Donald	
6.0	Department Presentations
6.1 (A)	Westside Township Bridge No.L3462A Funding Prioritization <u>Attachments:</u> Resolution 202108
Bridge L3462A is being closed in Westside Township. It is a dead end road that provides the only access to about 50 acres of farm land. Westside Township needs to provide access to the isolated property as soon as possible. It is not cost effective to replace the bridge but instead to build a roadway along the west side of the creek to provide access to the land.	

VOTING

It was duly passed to approve resolution 202108.

Moved by: Paplow, Bob

Seconded by: Demuth, Robert S.

6.2 (A) CD#6 Redetermination of Benefits (Continued from 2/16/21 meeting)

The viewers for redetermination of benefits are requesting direction on the inclusion of all of the rural properties contributing to the watershed draining threwh Okabena Lake.

VOTING

It was duly passed to recess the board meeting while discussing ditch issues.

Motion by: Paplow, Bob

Seconded by: Ahlers, Justin

It was duly passed to not include the rural properties contributing to the Okabena Lake Watershed in the redetermination of benefits.

Moved by: Ahlers, Justin

Seconded by: Linssen, Donald

It was duly passed to reopen the regular board meeting.

Moved by: Demuth, Robert S.

Seconded by: Paplow, Bob

6.3 (A) Memorandum of Agreement for Mass Vaccination

Attachments:

MOA School/Education Facilities

MOA Church/Parish Facilities

MOA Other Facilities

Community Services is working in partnership with several entities in the Nobles County community to update our readiness plans for providing COVID-19 vaccinations in mass quantities. 3 templates were presented and direction was given from the County Attorney that all 3 could be approved in one motion. It was also requested to authorize the County Administrator or their designee to sign the agreements if needed.

VOTING

It was duly passed to approve the Memorandum of Agreements for mass vaccination clinics.

Moved by: Paplow, Bob

Seconded by: Ahlers, Justin

It was duly passed to authorize the County Administrator, or his designee to sign the agreements when needed.

Moved by: Ahlers, Justin

Seconded by: Linssen, Donald

6.3 (B) Translation Services Agreement

Attachments:

Agreement

Community Services would like to enter into this Translation Services Agreement with WellShare International. Community Services was successful in obtaining a grant from UCare specifically for providing translated materials to the Community in addition to other items. Translations that focus on the COVID- 19 Virus and COVID-19 Vaccinations will be requested initially. Further down the road, requests for translation of other types of helpful information to share with the community may be requested (i.e. Medical Assistance Application Information, etc.) Per this Agreement, Community Service will advance WellShare International an initial amount of \$10,000.00 from the UCare Grant funding, which will be used at an hourly rate of \$53.82 for translation services provided. Once this initial amount has been exhausted, we will re-evaluate the current need and consider another advance.

VOTING

It was duly passed to approve the translation services agreement with WellShare.

Moved by: Demuth, Robert S.

Seconded by: Ahlers, Justin

6.5

Environmental Assistant Temporary Reclassification

The Cost Accountant resigned on December 31, 2020. The Cost Accountant pay level 11 located in the Public Works department resigned effective December 31, 2020. The duties of this position need to be continued during a vacancy. Licia Keninger currently holds the position of Environmental Assistant pay level 9 step F and has assumed part of the duties of the Cost Accountant during the vacancy. We are in the process of recruitment to fill this position. It has been a past practice to increase the pay of an employee that is taking on the temporary duties of a job class that is paid higher than their current pay. It is being recommended that Ms. Keninger's move to a temporary reclassification and increase her pay to an hourly rate of \$26.85 retroactively to January 1, 2021 until a new Cost Accountant is hired. This is an increase from \$25.31 to \$26.85.

VOTING

It was duly passed to approve the temporary reclassification for Licia Keninger to Cost Accountant pay level 11 step D \$26.85/hour retroactively to January 1, 2021 until the new Cost accountant starts.

Moved by: Paplow, Bob

Seconded by: Demuth, Robert S.

8.0 Administration Presentation

7.1

HVAC – Old Jail Space Heat

Heating in the restrooms was not included in the project based on assumptions from the original blueprints. Overtime vents were removed from the area leaving the back hall of the new Data Center without heat. The architect for the update did not catch this and assumed enough warm air would be drawn through the system to heat the back hall (which includes the bathrooms). One quote was received to add appropriate fin tube heating to the space for \$10,750.

Discussion was had on the project and why this was not addressed sooner. Administration was assured there would be enough heat. It was decided to table the item until negotiations can be had with the architect.

VOTING

It was duly passed to table the item for a later meeting.

Moved by: Linssen, Donald

Seconded by: Ahlers, Justin

7.2

Core Values

The EET Committee worked with all the groups they represent to gather input on the most important values held by staff. Many values were identified and the team narrowed the values down to the three main related themes (not in any specific order of importance):

a) **Flexibility/Work Life Balance** – Being flexible on how County work is done to meet the needs of both the community we serve and its employees.

b) **Trust, Honesty, Transparency, Integrity/Respect** – To create an environment of trust, transparency, and respect for all individuals regardless of differing opinions. To come together for the common goal of helping the community that we serve.

c) **Belonging, Valued, Appreciated** – We value and respect every individual.

VOTING

It was duly passed adopt the Core Values as presented.

Moved by: Demuth, Robert S.

Seconded by: Paplow, Bob

7.3

Worthington-opoly

The Globe is leading a process to sell all the parts of a 'Localized' Monopoly game board calling it "Worthington-opoly". The opportunity was presented to the board at the last work session and there appeared to be some interest. Discussion was had on if participating would be the best use of County funds and ultimately it was decided it was not.

VOTING

It was duly passed to deny the purchase of a spot or token on the Worthington-Opoly game.
Moved by: Paplow, Bob
Seconded by: Linssen, Donald

7.5	COVID Relief Attachments: Covid Relief Spreadsheet
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Nobles County received \$433,708.15 in COVID Relief Funds from the State of Minnesota to administer as the Nobles COVID Relief Grant Program. This ongoing COVID event continues to harm organizations within Nobles County. Some organizations were forced to close on multiple occasions due to the Governor's Executive Orders. Others organizations continue to be impacted by reduced sales due to community fear and conservatism. The Association of Minnesota Counties and the State of Minnesota has offered guidance regarding fund distribution. Commissioners have an opportunity to approve organizational awards where these funds are most needed.

VOTING

Commissioner Ahlers recused himself from the vote as he has a business included on the spreadsheet.
It was duly passed to approve the COVID Relief funding spreadsheet as presented.
Moved by: Paplow, Bob
Seconded by: Demuth, Robert S.

7.7 (Addendum)	2021 Board of Equalization Meeting
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Val Ruesch, Nobles County Assessor, needs to set the date for the 2021 Board of Equalization meeting.

VOTING

It was duly passed to set the 2021 Board of Equalization meeting for Tuesday June 15, 2021 at 6:00 p.m..
Moved by: Paplow, Bob
Seconded by: Ahlers, Justin

7.6	Administrator Annual Evaluation – Closed Session
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VOTING

On a motion by Demuth, Robert S. and seconded by Ahlers, Justin, it was duly passed to close the meeting at 10:02 a.m. pursuant to Minnesota Statute §13D.05 Subd. 3(a) to evaluate the performance of County Administrator, Tom Johnson, in accordance with his employment agreement.

VOTING

On a motion by Linssen, Donald and seconded by Paplow, Bob it was duly passed to open the meeting at 10:31 a.m.
Chairperson Metz advised the Board has completed the County Administrator's Performance Evaluation. The closed meeting is recording and sealed and will be safely stored and a summary of the closed session will be provided at the following regular Board meeting.

VOTING

Administrator Johnson submitted a resignation letter to the Board during his evaluation. The Board duly voted to accept the resignation effective April 30, 2021.

8.0 Inter-Agency Reports/Announcements

8.1	Committee and Board Reports
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District I - Commissioner Ahlers – No Report.

District V - Commissioner Linssen – No Report.

District IV – Commissioner Demuth – Updated Commissioners on the seining Lake Okabena and it was decided to do another round at a future date.

District II - Commissioner Metz – No Report.

District III - Commissioner Paplow – No Report.

County Attorney – Joe Sanow – Reported that jury trials will start up again March 15, 2021 and expects to be extremely busy catching up with those.

Administration – Tom Johnson / Bruce Heitkamp – More meetings are resuming to meeting in person. A new Johnson-Johnson vaccine was approved for Covid-19 and that expects to be distributed soon.

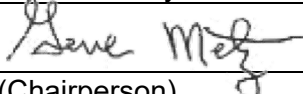
8.2	Correspondence Attachments: Recruitment Update NSWCD Budget Summary NSWCD Agenda 2/17/2021 NSWCD 2020 Annual Report NSWCD Bills Payable as of 1/31/2021 NSWCD Minutes 1/20/2021
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8.3	Calendar Attachments: March 2021
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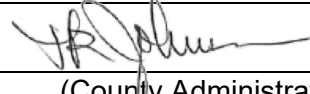
9.0	Other / Future Business JD Ditch 17 Presentation – Tuesday March 02, 2021 11:30 a.m. Nobles County Board Room Board Meeting – Tuesday March 23, 2021 9:00 a.m. Nobles County Board Room
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10.0 Adjournment

VOTING
It was duly passed to adjourn the meeting at 10:41 a.m.
Moved by: Ahlers, Justin
Seconded by: Linssen, Donald



(Chairperson)



(County Administrator)