

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

The Board of Commissioners of Nobles County met in regular session on Tuesday, April 20, 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.

<b>1.0 Call to Order</b>	
<b>2.0 Pledge of Allegiance</b>	
<b>3.0 Approval of Agenda</b>	
<b><u>VOTING</u></b> It was duly passed to approve the agenda as presented. Motion by: Linssen, Donald Seconded by: Demuth, Robert S.	
<b>4.0 Recognition</b>	
Commissioners recognized Tom Johnson, Nobles County Administrator, on his years of service and wished him well in his retirement.	
<b>5.0 Consent Agenda</b>	
<b>5.1</b>	<b>April 06, 2021 Regular Board Meeting Minutes Draft</b> <b><u>Attachments:</u></b> April 06, 2021 Draft Regular Board Meeting Minutes
<b>5.2</b>	<b>March 02, 2021 Regular Board Meeting Minutes Amendment Draft</b> <b><u>Attachments:</u></b> March 02, 2021 Draft Regular Board Meeting Minutes Amendment
<b>5.3</b>	<b>Meetings &amp; Conferences – Travel Expenses</b> <b><u>Attachments:</u></b> Expenses paid – Employees Expenses paid – Board
<b>5.4</b>	<b>Auditor’s &amp; Commissioner’s Warrants</b> <b><u>Attachments:</u></b> Accounts Payable Summary Auditor’s Warrants
<b>5.5</b>	<b>2020 Annual Feedlot Report</b> <b><u>Attachments:</u></b> Annual Report
<b>6.0 Public Hearing</b>	
<b>6.1</b>	<b>Public Hearing – Proposed Property Tax Abatement Kevin and Tiffanie Kolander Parcel 16-0120-000</b> <b>A. Open Hearing (Action)</b> <b>B. Proposed Abatement – Discussion</b> <b>C. Public Comment</b> <b>D. Close Hearing (Action)</b> <b>E. Decisions</b> <b>1. Kevin and Tiffanie Kolander Parcel 16-0120-000 – Resolution 202116 (Action)</b>

	<p><b><u>Attachments:</u></b>  NHI Nobles County Guidelines  Application information  Resolution 202116</p>
<p><b>A.</b> A motion by Justin Ahlers and seconded by Robert S. Demuth, it was duly passed to open the Proposed Property Tax Abatement Public Hearing for Kevin and Tiffanie Kolander Parcel 16-0120-000</p> <p><b>B.</b> Tom Johnson, Nobles County Administrator, reviewed the Nobles Home Initiative Application.</p> <p><b>C.</b> No public comments were received.</p> <p><b>D.</b> On a motion by Robert S. Demuth and seconded by Donald Linssen, it was duly passed to close the Proposed Property Tax Abatement Public Hearing.</p> <p><b>E.</b> On a motion by Justin Ahlers and seconded by Donald Linssen, it was duly passed to adopt Resolution 202116 approving tax abatement to Kevin and Tiffanie Kolander Parcel 16-0120-000 pursuant to Minnesota Statute 469.1813..</p>	
<p><b>7.0 Department Presentations</b></p>	
7.1 (A)	<p><b>CSAH 19 Bridge Project Final Payment</b>  <b><u>Attachments:</u></b>  Contract  Resolution 202115</p>
<p>County State Aid Highway 19 bridge replacement project over the Kanaranzi Creek southwest of Adrian was completed in June of 2020. The contractor has provided the required documentation for accepting the project and making final payment of \$52,686.47.</p>	
<p><b><u>VOTING</u></b>  It was duly passed to approve resolution 202115 authorizing final payment in the amount of \$52,686.47.  Moved by: Ahlers, Justin  Seconded by: Paplow, Bob</p>	
7.2 (A)	<p><b>Personnel Policy P-239 Motor Vehicle/Expense Reimbursement</b>  <b><u>Attachments:</u></b>  Draft Policy  Final Policy</p>
<p>Personnel policy P-239 Motor Vehicle/Expense Reimbursement was updated and is being presented for approval. This policy was reviewed and the proposed changes are identified in the redacted policy. This policy has been reviewed by the management team and EET.</p>	
<p><b><u>VOTING</u></b>  It was duly passed to approve personnel policy P-239 Motor Vehicle/Expense Reimbursement as presented.  Motion by: Demuth, Robert S.  Seconded by: Linssen, Donald</p>	
7.2 (B)	<p><b>County Administrator Contract</b>  <b><u>Attachments:</u></b>  Contract</p>
<p>It is customary for County Administrators to have an employment contract. Bruce Heitkamp will be assuming the role of County Administrator on May 1, 2021 after the retirement of the current County Administrator Tom Johnson. Joseph Sanow, County Attorney and Sue Luing have worked on an employment contract for Bruce Heitkamp. Bruce has reviewed the contract and is in agreement with the terms.</p>	
<p><b><u>VOTING</u></b>  It was duly passed to approve the Administrator contract effective May 1, 2021.  Motion by: Ahlers, Justin  Seconded by: Demuth, Robert S.</p>	

<b>8.0 Administration Presentation</b>	
<b>8.1</b>	<b>Fair Board Request</b>
<p>The Nobles County Fair Board (NCFB) has requested to use a Nobles County CD as collateral for a loan to purchase equipment to maintain the racetrack at the fairgrounds. A request was received from the NCFB to allow them to borrow funds from the bank using one of our current CD's as collateral. The bank can give about a 3% reduction on the interest rate for such a transaction. The fair board will use the \$23,000 loan to purchase maintenance equipment for the racetrack at the fairgrounds. The intent is to race almost weekly this summer. The projected savings realized if approved would be around \$2,000 over a 3 to 4 year period of the loan. A similar process was used when the NCFB built the new restrooms a few years ago and for the concrete project just a couple years ago. The commitment to assist in placing concrete on the main drive was met in 2020 so 2021 the county fair appropriation has returned to \$25,000. Discussion was had on different options.</p>	
<b><u>VOTING</u></b>	
<p>It was duly passed to approve a \$500 increase to their appropriation for the next 4 years as long as the races are still active.          Moved by: Paplow, Bob          Seconded by: Demuth, Robert S.</p>	
<b>8.2</b>	<b>Surplus Bookcases</b>
<p>With some of the changes at Courts, there were several old oak bookcases that are surplus, and several interested parties in acquiring them. There is no record of ownership, who purchased or what the value would be, it would seem appropriate to briefly advertise and have a simple sealed bid auction. A couple departments have gotten some for their uses, including the Library and no one has expressed other needs or identified internal uses.</p>	
<b><u>VOTING</u></b>	
<p>It was duly passed to declare the bookcases as surplus property and allow for selling in a simple closed bid format.          Moved by: Ahlers, Justin          Seconded by: Paplow, Bob</p>	
<b>9.0 Inter-Agency Reports/Announcements</b>	
<b>9.1</b>	<b>Committee and Board Reports</b>
<p>District I - Commissioner Ahlers – Reported on the HLWD special meeting.</p> <p>District V - Commissioner Linssen – Attended the Annual Township Meeting.</p> <p>District IV – Commissioner Demuth – Gave an update on the SWMHC.</p> <p>District II - Commissioner Metz – Reported on the 1Watershed 1Plan.</p> <p>District III - Commissioner Paplow – No Report.</p> <p>Administration – Tom Johnson / Bruce Heitkamp – Reported on the RFP for the Crisis Center. Rescue America Funds, and AMC.</p>	
<b>9.2</b>	<b>Correspondence</b>
	<b><u>Attachments:</u></b>
	Recruitment Update
	KLR Budget Sheet
	KLR Agenda 4/15/21
	KLR Bills Payable 4/15/21
	KLR Budget Sheet
	KLR 2021 Annual Plan and Budget
	KLR Minutes 3/18/21
<b>9.3</b>	<b>Calendar</b>

	<b><u>Attachments:</u></b> April 2021 May 2021
<b>10.0</b>	<b>Work Session</b> – Wednesday April 28, 2021 8:30 a.m. Nobles County Board Room <b>Board Meeting</b> – Tuesday May 04, 2021 9:00 a.m. Nobles County Board Room
<b>11.0 Adjournment</b>	
<b><u>VOTING</u></b> It was duly passed to adjourn the meeting at 9:48 a.m. Moved by: Linssen, Donald Seconded by: Paplow, Bob	



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(Chairperson)



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(County Administrator)