

OFFICIAL PROCEEDINGS OF BOARD OF COMMISSIONERS OF NOBLES COUNTY, MINNESOTA

The Board of Commissioners of Nobles County met in regular session on Tuesday, August 24, 2021, at the Worthington Event Center, Worthington, Minnesota. The following Commissioners were in attendance: Gene Metz, Donald Linssen, Bob Paplow and Justin Ahlers.

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	
VOTING It was duly passed to approve as presented. Motion by: Linssen, Donald Seconded by: Paplow, Bob	
4.0 Recognition	
4.2	Melanie Barritt, Attorney’s Office Manager/Legal Assistant, was recognized for 20 years of service.
5.0 Consent Agenda	
5.1	August 03, 2021 Regular Board Meeting Minutes Draft Attachments: August 03, 2021 Draft Regular Board Meeting Minutes
5.2	Meetings and Conferences – Travel Expenses Attachments: Expenses paid August 13, 2021
5.3	Auditor’s & Commissioner’s Warrants Attachments: Accounts Payable Summary Auditor’s Warrants
5.4	Children’s Mental Health Respite Care Grant Contract – Amendment No.2 Attachments: Grant Amendment
VOTING It was duly passed to approve the consent agenda as presented. Moved by: Ahlers, Justin Seconded by: Linssen, Donald	
6.0	Public Hearing
6.1	Public Hearing – Proposed Property Tax Abatement KJSM Investments Parcel 31-1240-530 A. Open Hearing (Action) B. Proposed Abatement – Discussion C. Public Comment D. Close Hearing (Action) E. Decisions 1. KJSM Investments Parcel 31-1240-530 – Resolution 202141 (Action) Attachments: NHI Nobles County Guidelines Application information / Agreement

	Resolution 202141
VOTING	
<p>A. A motion by Donald Linssen and seconded by Bob Paplow, it was duly passed to open the Proposed Property Tax Abatement Public Hearing for KJSM Investments Parcel 31-1240-530</p> <p>B. Bruce Heitkamp, Nobles County Administrator, reviewed the Nobles Home Initiative Application.</p> <p>C. No public comment was received.</p> <p>D. On a motion by Donald Linssen and seconded by Justin Ahlers, it was duly passed to close the Proposed Property Tax Abatement Public Hearing.</p> <p>E. On a motion by Donald Linssen and seconded by Justin Ahlers, it was duly passed to adopt Resolution 202141 approving tax abatement to KJSM Investments Parcel 31-1240-530 pursuant to Minnesota Statute 469.1813..</p>	
6.2	<p>Public Hearing – Proposed Property Tax Abatement Jeremy & Tyann Prins Parcel 29-0152-000 & 29-0153-000</p> <p>A. Open Hearing (Action)</p> <p>B. Proposed Abatement – Discussion</p> <p>C. Public Comment</p> <p>D. Close Hearing (Action)</p> <p>E. Decisions</p> <p>1. Jeremy & Tyann Prins Parcel 29-0152-000 & 29-0153-000– Resolution 202142 (Action)</p> <p>Attachments: NHI Nobles County Guidelines Application information / Agreement Resolution 202142</p>
VOTING	
<p>A. A motion by Justin Ahlers and seconded by Bob Paplow, it was duly passed to open the Proposed Property Tax Abatement Public Hearing for Jeremy & Tyann Prins Parcel 29-0152-000 & 29-0153-000.</p> <p>B. Bruce Heitkamp, Nobles County Administrator, reviewed the Nobles Home Initiative Application.</p> <p>C. No public comment was received.</p> <p>D. On a motion by Bob Paplow and seconded by Donald Linssen, 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 Bob Paplow, it was duly passed to adopt Resolution 202142 approving tax abatement to Jeremy & Tyann Prins Parcel 29-0152-000 & 29-0153-000 pursuant to Minnesota Statute 469.1813..</p>	
7.0	Department Presentations
7.1 (A)	<p>DHS Human Service Performance Management Report – July 2021 Child Safety & Permanency and Minnesota Family Investment Program / Diversionary Work Program (MFIP/DWP)</p> <p>Attachments: Nobles County Performance Report</p>
<p>Stacie Golombiecki, Beth Mahoney, Tammy Fishel shared the latest annual report regarding child safety and permanency as well as the Family Cash Programs.</p> <p>Mary Mulder and Carrie Bendix from the Private Industry Council (PIC) reported on the self-support index and provided updates on the PIC.</p>	
7.2 (A)	<p>Update Resolution for Designation of Depositories</p> <p>Attachments: Resolution 202143</p>
<p>Joyce Jacobs presented Resolution 202143 which has been updated from last year with current names of financial institutions where Nobles County funds are located. It also adds American Bank & Trust and Moreton Capital Markets, LLC as potential depositories.</p> <p>Discussion was had on the Investment Committee. Currently the committee is not meeting. Joyce explained her intention is to have that committee start to meet again which the Commissioner’s agreed with.</p>	

VOTING	
It was duly passed to adopt resolution 202143. Moved by: Ahlers, Justin Seconded by: Paplow, Bob	
7.2 (B)	Temporary On-Sale Liquor License Attachments: Sheriff Kruger Approval of Application Special Events Application
The Lao Buddhist Temple is seeking approval to sell 3.2 beer on-sale at 24268 Oliver Avenue Worthington, MN on September 4 th and 5 th , 2021. A completed MN Dept of Public Safety Alcohol and Gambling Enforcement Division Application for a Permit for a 1 Day to 4 Day Temporary on-Sale Liquor License form was provided. In the past, the Board added the requirement of an additional approval from the County Sheriff for a 1 day to 4 day Temporary On-sale Liquor License. The approval letter from Sheriff Krueger and the Certificate of Insurance were also presented. Once the Board approves an event the Township Clerk and County Attorney are also notified.	
VOTING	
It was duly passed to approve the temporary on-sale liquor license for the Lao Buddhist Temple. Motion by: Paplow, Bob Seconded by: Linssen, Donald	
7.3 (A)	Personnel Policy P-202 Employment Policy Attachments: P-202 Draft P-202 Final
Personnel policy P-202 Employment Policy was updated and is being presented for approval. P-202 needed to be updated because the County is in the process of getting out of Merit so language was removed that addressed the Merit system for Community Services.	
VOTING	
It was duly passed to approve the changes to policy P-202 as presented. Motion by: Ahlers, Justin Seconded by: Paplow, Bob	
7.3 (B)	Personnel Policy P-229 Testing Policy Attachments: P-229
With policy P-202 being updated, wording was included that allows the county to delete P-229.	
VOTING	
It was duly passed to approve the deletion of Personnel Policy P-229 Testing. Motion by: Linssen, Donald Seconded by: Paplow, Bob	
7.3 (C)	Payroll and Accounting Technician Reclassification Attachments: Position Description
There is a vacancy in the Payroll Administrator in the Finance Department so Amy Dykstra, Finance Director reviewed the job description and made some changes. The position description primarily outlined payroll duties but this position also does several accounting duties that were not addresses. It was sent to George Gmach for pointing. He raised the job points which raises the pay level for the position to a level 10 it is currently a level 9.	
VOTING	
It was duly passed to approve the payroll and accounting technician job description and associated point values as presented. Motion by: Ahlers, Justin Seconded by: Paplow, Bob	
8.0 Administration Presentation	
8.1	University of MN Extension Agreement

	<u>Attachments:</u> Agreement
2021 marks the final year of our current 3-year Program Agreement between Nobles County and the University of Minnesota's Extension Office. Extension offered an updated Agreement for the Board of Commissioner's review and approval. The University of MN Extension Office is requesting that program services be provided within Nobles County from January 1, 2022 through December 31, 2024. As a part of the Agreement, as was prior Agreements, the County is requested to provide office space, staff-funding assistance, among other items, all associated with providing services in Nobles County.	
<u>VOTING</u> It was duly passed to approve the University of MN Extension Agreement as presented. Motion by: Linszen, Donald Seconded by: Paplow, Bob	
8.2	UCAP Family Homeless Prevention and Assistance Program <u>Attachments:</u> Resolution 202144
Minnesota Housing Finance Agency has made available "Family Homeless Prevention and Assistance Program" grant monies to encourage and support innovation at the local level to help prevent homelessness, reduce the length of homeless episodes, and reduce repeated episodes of homelessness. This program allows for the local UCAP Office to assist families with rent arrears, security deposits for both housing and utilities, assistance with utility bills, as some examples. They also work closely with our community partners to assist the families to avoid duplication of services. There is no cost to the County in supporting this program. UCAP Family Service Manager Michelle Jensen has requested the County support this program by approving Resolution #202144. The County's support will allow funding to be used locally to help prevent homelessness in Nobles County.	
<u>VOTING</u> It was duly passed to adopt resolution 202144. Moved by: Paplow, Bob Seconded by: Metz, Gene	
8.3	Rural Minnesota Energy Board via Southwest Regional Development Commission Joint Powers Agreement Ratification <u>Attachments:</u> RMEB Memo Joint Powers Agreement
At the July 26th meeting, the Rural Minnesota Energy Board approved amendments to the Joint Powers Agreement that now must be ratified by all 18 member counties. The RMEB Executive Committee and SRDC staff worked with Ann Goering, attorney with Ratwik, Roszak & Maloney, over the last two years to arrive at this updated JPA for your ratification. The Joint Powers Agreement (draft) and a listing of substantive changes were offered for review.	
<u>VOTING</u> It was duly passed to approve the Joint Powers Agreement as presented. Moved by: Linszen, Donald Seconded by: Paplow, Bob	
8.4	County Engineer, Short Term Agreement Extension <u>Attachments:</u> Original Agreement
An agreement for short-term County Engineer services was introduced during the June 22, 2021 Commission Meeting. Rock County and Engineer Mark Sehr agreed to assist while Nobles County's engineer vacancy existed at Nobles County. The Agreement acknowledged services being performed from July 1, 2021 through August 31, 2021. Nobles County's Public Works Director (Professional Engineer) was filled and Engineer Aaron Holmbeck start this position on Monday, September 13, 2021. This start time created a need to request an extension through September 12, 2021. Rock County's Mark Sehr has agreed to continue duties in acting as Nobles County's Professional Engineer through August 12,	

2021. Rock County Administrator Kyle Oldre has also agreed to order the drafting of an extension agreement.	
VOTING	
It was duly passed to approve the extension to the Engineer agreement through September 12, 2021. Moved by: Paplow, Bob Seconded by: Ahlers, Justin	
9.0 Inter-Agency Reports/Announcements	
9.1	Committee and Board Reports
District I - Commissioner Ahlers – Reported on RNCC and the upcoming funding amount changes.	
District V - Commissioner Linssen – No Report.	
District IV – Commissioner Demuth – Absent but thanked all of the Commissioners and Administration while he was out.	
District II - Commissioner Metz – Reported on the Library and the Community Study.	
District III - Commissioner Paplow – No Report.	
Attorney – Joe Sanow – Reported that jury trials are continuing.	
Administration – Bruce Heitkamp – Reported on the City, County, School meeting where daycare needs were discussed. Also reported that we have hired a new Public Works Director.	
Emergency Management / Deputy County Administrator – Tawn Hall – No Report.	
Sheriff – Ryan Kruger – No Report.	
9.2	Correspondence <u>Attachments:</u> Recruitment Update KLR Public Hearing Notice 8/19/21 Nobles Soil & Water Profit / Loss through July 2021 KLR Agenda 8/19/21 KLR Board of Managers Agenda 8/19/21 KLR Bills Payable as of 7/31/21 KLR Balance Sheet as of 7/31/21 SWCD Agenda 8/18/21 Nobles County Art Center Meeting Minutes 8/3/21 HLWD Agenda 8/18/21 KLR Meeting Minutes 7/22/21 SWCD Meeting Minutes 7/21/21 SWCD Bills Payable as of 7/31/21
9.3	Calendar <u>Attachments:</u> August 2021 September 2021
10.0	American Recovery Plan Act – Information Session – Tuesday August 24, 2021 11:30-1:00 a.m. Worthington Event Center Work Session – Tuesday August 31, 2021 8:30 a.m. Nobles County Board Room Board Meeting – Tuesday September 07, 2021 9:00 a.m. Nobles County Board Room

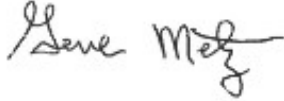
11.0 Adjournment

VOTING

It was duly passed to adjourn the meeting at 10:28 a.m.

Moved by: Linssen, Donald

Seconded by: Paplow, Bob



(Chairperson)



(County Administrator)