

OFFICIAL PROCEEDINGS OF BOARD OF COMMISSIONERS OF NOBLES COUNTY, MINNESOTA

The Board of Commissioners of Nobles County met in regular session on Tuesday, March 22, 2022, at the Government Center, in the Commissioner’s Board Room, Worthington, Minnesota. The following Commissioners attended: Donald Linssen, Gene Metz, Justin Ahlers, Robert S. Demuth and Bob Paplow.

Chairperson Linssen called the meeting to order 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: Ahlers, Justin Seconded by: Demuth, Robert S.	
4.0 Recognition	
4.1 Visitors and Guests Welcome	
5.0 Consent Agenda	
5.1	March 08, 2022 Regular Board Meeting Minutes Draft <u>Attachments:</u> March 08, 2022 Draft Minutes
5.2	Meetings and Conferences – Travel Expenses <u>Attachments:</u> Expenses paid March 11, 2022
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 as presented. Moved by: Demuth, Robert S. Seconded by: Metz, Gene	
6.0	Public Hearing
6.1	Public Hearing – Proposed Property Tax Abatement Daniel and Tanya Wagner Parcel 31-3659-030 A. Open Hearing (<i>Action</i>) B. Proposed Abatement – Discussion C. Public Comment D. Close Hearing (<i>Action</i>) E. Decisions 1. Daniel and Tanya Wagner Parcel 31-3659-030–Resolution 202212 (<i>Action</i>) <u>Attachments:</u> Application information Resolution 202212
<u>VOTING</u> A. 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 Daniel and Tanya Wagner Parcel 31-3659-030. B. Bruce Heitkamp, Nobles County Administrator, reviewed the Nobles Home Initiative Application. C. No Discussion or public comment was received. D. On a motion by Robert S. Demuth and seconded by Justin Ahlers, it was duly passed to close the Proposed Property Tax Abatement Public Hearing. E. On a motion by Justin Ahlers and seconded by Bob Paplow, it was duly passed to adopt Resolution 202212 approving tax abatement to Daniel and Tanya Wagner Parcel 31-3659-030 pursuant to Minnesota Statute 469.1813..	

6.0	Public Hearing
6.2	<p>Public Hearing – Proposed Property Tax Abatement Ronald and Marcia Mauch Parcels 21-0628-125 & 21-0628-130</p> <p>A. Open Hearing (<i>Action</i>)</p> <p>B. Proposed Abatement – Discussion</p> <p>C. Public Comment</p> <p>D. Close Hearing (<i>Action</i>)</p> <p>E. Decisions</p> <p>1. Marcia Mauch Parcels 21-0628-125 & 21-0628-130 – Resolution 202213 (<i>Action</i>)</p> <p><u>Attachments:</u></p> <p>Application information</p> <p>Resolution 202213</p>
<p><u>VOTING</u></p> <p>A. A motion by Gene Metz and seconded by Robert S. Demuth, it was duly passed to open the Proposed Property Tax Abatement Public Hearing for Marcia Mauch Parcels 21-0628-125 & 21-0628-130.</p> <p>B. Bruce Heitkamp, Nobles County Administrator, reviewed the Nobles Home Initiative Application.</p> <p>C. No Discussion or public comment was received.</p> <p>D. On a motion by Justin Ahlers and seconded by Robert S. Demuth, it was duly passed to close the Proposed Property Tax Abatement Public Hearing.</p> <p>E. On a motion by Gene Metz and seconded by Donald Linssen, it was duly passed to adopt Resolution 202213 approving tax abatement to Marcia Mauch Parcels 21-0628-125 & 21-0628-130 pursuant to Minnesota Statute 469.1813..</p>	
7.0	Special Presentations
7.1 (A)	<p>Public Ditch Systems – Bonding Improvements and Repairs</p> <p><u>Attachments:</u></p> <p>Drainage Project Financing Letter</p> <p>Municipal Advisor Regulations Letter</p>
<p>County Ditch Authorities have planned for 2022-2024 improvements upon the 100+ year ditch systems. The various ditch projects are cooperative endeavors with Jackson County. Project bids have been received and financing now needs to be arranged. Jackson County has historically used Shannon Sweeney from David Drown Associates, inc. for bond issuance. Mr. Sweeney attended the meeting and discussed project financing and issuance procedures. Dates were proposed on advertising for bids but it was decided these dates would need to be adjusted to correlate with board meetings for both Nobles and Jackson and also to allow time for letters to be sent to land owners giving them a chance to prepay to avoid assessments. Commissioner Ahlers stated he was for working with Mr. Sweeney and gave reasoning as to why.</p>	
<p><u>VOTING</u></p> <p>It was duly passed to approve working with David Drown Associates, Inc. and for Nobles to take the lead on the bonding project.</p> <p>Moved by: Ahlers, Justin</p> <p>Seconded by: Metz, Gene</p>	
8.0	Department Presentations
8.1 (A)	<p>Brewster Railroad Crossing Project</p> <p><u>Attachments:</u></p> <p>Beltline Concrete Estimate</p> <p>McCuen Construction Estimate</p> <p>Estimate and Cost Breakdown</p>
<p>The County solicited bids from area contractors to remove and replace the existing deteriorated pavement at the railroad crossing in Brewster. The area being addressed is on CSAH 1 where it connects to State Highway 60 on its easterly side, and lies within the state and railroad ROW. An agreement was reached between the County and MnDOT to address this need. MnDOT will be paying for the work and the County is responsible for administering the contract on the State’s behalf. A total of four area contractors were solicited to provide bids for the work. Of the four, two contractors</p>	

submitted formal bids and the others were unresponsive. The lowest bid received was from Beltline Concrete for \$49,020. The second bid was from McCuen Construction for \$87,460. The estimated cost prepared by staff was \$78,495. The estimated cost and bids received are attached for reference. The project would have a completion date of May 20th, 2022.

VOTING

It was duly passed to approve a bid to Beltline Concrete for replacement of concrete in Brewster.

Moved by: Ahlers, Justin

Seconded by: Metz, Gene

8.1 (B) | Public Works Department Update

Aaron Holmbeck, Public Works Director, gave the board an update on items the Public Works department is working on. This was an information only item.

8.2 (A) | Temporary Help Desk Staff Member

Attachments:

Help Desk Technician Position Description

SW MN PIC Contract

IT is now supporting the City of Worthington & SMOC. During discussions with the Workforce (CareerForce) about IT hiring needs over the last few months, the Workforce applied for and was awarded a grant to fund an IT person to supplement our current Help Desk staff.

VOTING

It was duly passed to approve the temporary Help Desk IT staff member.

Moved by: Ahlers, Justin

Seconded by: Metz, Gene

It was duly passed to approve the grant with Workforce to hire a temporary Help Desk IT staff member.

Moved by: Demuth, Robert S.

Seconded by: Paplow, Bob

8.3 (A) | Authorization to Advertise for Law Clerk or Assistant County Attorney

Attachments:

Law Clerk Position Description

An assistant county attorney has resigned. The County Attorney's office is authorized to hire an assistant county attorney. However, there are multiple openings for assistant county attorneys in surrounding areas right now. Some of the openings offer higher starting salary. In the past, we have hired a law clerk – an individual who has or is about to graduate law school but is not yet licensed as an attorney. A law clerk can perform many tasks normally handled by a licensed attorney. Once that law clerk is licensed as an attorney, that person could transition into an assistant county attorney role.

VOTING

It was duly passed to approve the County Attorney's office to hire for an Assistant County Attorney or a Law Clerk.

Moved by: Paplow, Bob

Seconded by: Ahlers, Justin

9.0 Administration Presentation

9.1 | Nobles County Library – Staffing and Open Hours

The Worthington library currently has several staff openings and other staff who have planned leave within the near future. Creativity is required (and flexibility requested) to bridge the library's staffing gaps. Bruce Heitkamp proposed several options to help alleviate the situation.

The following are proposed to assist library operations:

- Create a regular, part-time, intermittent circulation position to assist with scheduling gaps
- Hire a temporary (67 day) position
- Momentarily increase current-staff classifications from 2/5th positions to more than 2/5th positions (if needed, for a short-term duration)
- Authorize temporarily adjusting the Worthington library's open hours to two nights a week; beginning when the planned leave of absences take place (momentarily, if required)

VOTING

It was duly passed to approve a temporary position for the Library with the flexibility to pay a higher rate and not advertise the position.

Moved by: Ahlers, Justin

Seconded by: Paplow, Bob

It was duly passed to approve the 3 other options presented which were:

- Create a regular, part-time, intermittent circulation position to assist with scheduling gaps
- Momentarily increase current-staff classifications from 2/5th positions to more than 2/5th positions (if needed, for a short-term duration)
- Authorize temporarily adjusting the Worthington library’s open hours to two nights a week; beginning when the planned leave of absences take place (momentarily, if required)

Moved by: Ahlers, Justin

Seconded by: Metz, Gene

9.2 American Recovery Plan Act – Leota Projects and Spending Decisions

Attachments:

ARPA Project List

Nobles County received \$2,100,590.00 as the certified American Recovery Act Plan (ARPA) Award in 2021. Another \$2,100,590.00 in ARPA awards are scheduled to be received during the summer of 2022; for a total Nobles County ARPA award of \$4,201,180.00. This funding can be utilized by Nobles County to offset local COVID-related expenses and/or economic damages. Other Nobles County local units of government have certified for their own ARPA funds. They may elect to collaborate with the County on projects or those local units can act to independently award projects, if interested.

Members of both Leota-area organizations have asked that their project expenses be introduced along with the other known ARPA-introduced projects. The Leota Water District and the Leota Wastewater District, respectively, have derived expenses for their projects:

- Leota Water District \$95,282.75 to be performed in 2022
- Leota Wastewater District \$50,011.25 to be performed in 2022

Some requesting parties have recently inquired about Board decisions relating to ARPA; as some projects are scheduled for the summer of 2022. The ARPA spending deadline is 12/31/2024.

The January 6, 2022 Final Ruling allows local units who received less than \$10,000,000.00 in ARPA to proclaim (by resolution) some, or all, as “lost revenue”. Some restrictions still apply to lost-revenue spending but there is much more flexibility. Some other counties are awaiting the 2nd-half receipt of ARPA funds prior to proclaiming any ARPA as lost revenue. Discussion was had on how to spend the money received by the county. Some Commissioners felt it was best to disburse the money while others felt it should be spent on county needs. It was suggested for all Commissioners to bring a list of their ideas on how to spend the ARPA money to the March 30th work session where ideas would be narrowed down.

VOTING

No action was taken.

10.0 Inter-Agency Reports / Announcements

10.1 Committee and Board Reports

Attorney – Joe Sanow – Reported that a new Court Administrator would be starting soon.

District I – Commissioner Ahlers – Reported on RNCC meeting and progress on the Short Term Crisis Center.

District III – Commissioner Paplow – No Report.

District II – Commissioner Metz – No Report.

District V – Commissioner Linssen – Reported on the Chief Elected Officials meeting and the need for truck drivers.

District IV – Commissioner Demuth – Reported on the Short Term Crisis Center.

Administration – Reported on meetings for the Short Term Crisis Center and CEDA for daycare improvements.

10.2 **Correspondence**
Attachments:
Recruitment Update
KLR Minutes 01/19/2022
Nobles SWCD Agenda 02/16/2022
HLWD 03/22/2022 Agenda
KLR Agenda 03/17/2022
Nobles SWCD Agenda 03/16/2022
City, County, College, School Agenda 03/18/2022
Nobles County Art Board Minutes 03/01/2022

10.3 **Calendar**
Attachments:
March 2022
April 2022

11.0 Other / Future Business

Work Session – Wednesday March 30, 2022
8:30 a.m. Nobles County Board Room
AMC Leadership Summit – Wednesday March 30 – April 1, 2022
Grand View Lodge, Nisswa MN
Board Meeting – Tuesday April 05, 2022
9:00 a.m. Nobles County Board Room

12.0 Adjournment
It was duly passed to adjourn the meeting at 10:45 a.m.
Moved by: Metz, Gene
Seconded by: Demuth, Robert S.



(Chairperson)



(County Administrator)