

OFFICIAL PROCEEDINGS OF BOARD OF COMMISSIONERS OF NOBLES COUNTY, MINNESOTA

The Board of Commissioners of Nobles County met in regular session on Tuesday, August 02, 2022, at the Government Center, in the Commissioner’s Board Room, Worthington, Minnesota. The following Commissioners attended: Gene Metz, Justin Ahlers, Robert S. Demuth, Donald Linssen 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	
VOTING It was duly passed to approve the agenda as presented. Motion by: Metz, Gene Seconded by: Paplow, Bob	
4.0 Recognition	
4.1 Visitors and Guests Welcome	
4.2 Retirement Recognition Teresa Pomrenke, Public Health Nurse, was recognized for 21 years of service as she is retiring.	
5.0 Consent Agenda	
5.1	July 19, 2022 Regular Board Meeting Minutes Draft <u>Attachments:</u> July 19, 2022 Draft Minutes
5.2	Meetings and Conferences – Travel Expenses <u>Attachments:</u> Expenses paid July 29, 2022
5.3	Auditor’s & Commissioner’s Warrants <u>Attachments:</u> Accounts Payable Summary Auditor’s Warrants
5.4	Nobles & Jackson County Judicial Ditch No. 9 – Bid Package #1 – Pay Application #3 <u>Attachments:</u> Pay Application #3
5.5	Ballot Drop Box Grant Program Agreement Acceptance <u>Attachments:</u> Grant Agreement
5.6	Change of Date for Liquor License
VOTING It was duly passed to approve the consent agenda. Moved by: Demuth, Robert S. Seconded by: Paplow, Bob	
6.0	Public Hearing
6.1	Public Hearing – Proposed Property Tax Abatement Marco Ramos Parcel 31-1068-085 & 31-1068-090 A. Open Hearing (<i>Action</i>) B. Proposed Abatement – Discussion C. Public Comment D. Close Hearing (<i>Action</i>) E. Decisions 1 Marco Ramos Parcel 31-1068-085 & 31-1068-090–Resolution 202246 (<i>Action</i>) <u>Attachments:</u> Application information Resolution 202246
VOTING 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 Marco Ramos Parcel 31-1068-085 & 31-1068-090
 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 Gene Metz, it was duly passed to close the Proposed Property Tax Abatement Public Hearing.
 E. On a motion by Robert S. Demuth and seconded by Bob Paplow, it was duly passed to adopt Resolution 202246 approving tax abatement to Marco Ramos Parcel 31-1068-085 & 31-1068-090 pursuant to Minnesota Statute 469.1813.

6.2	<p>Public Hearing – Proposed Property Tax Abatement Tannar and Katie Heronimus Parcel 21-0554-000 (215 6th Street East Adrian, MN 56110) A. Open Hearing (<i>Action</i>) B. Proposed Abatement – Discussion C. Public Comment D. Close Hearing (<i>Action</i>) E. Decisions 1. Tannar and Katie Heronimus Parcel 21-0554-000 – Resolution 202247 (<i>Action</i>) <u>Attachments:</u> Application information Resolution 202247</p>
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VOTING
 A. A motion by Gene Metz and seconded by Justin Ahlers, it was duly passed to open the Proposed Property Tax Abatement Public Hearing for Tannar and Katie Heronimus Parcel 21-0554-000.
 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 Gene Metz and seconded by Robert S. Demuth, 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 202247 approving tax abatement to Tannar and Katie Heronimus Parcel 21-0554-000 pursuant to Minnesota Statute 469.1813.

7.0	Department Presentations
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7.1 (A)	<p>Personnel Policy P-214A Telecommuting Policy <u>Attachments:</u> P-214A Employee Telecommuting Application Supervisor Review Form Telecommuting Agreement Change of Address Form</p>
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During the last round of union negotiations some groups requested a telecommuting policy. The County agreed to create a policy for consideration in order to settle some union contracts. A committee was formed that included County Commissioners, Administration, IT and County Attorney. Other important factors to consider telecommuting is for employee recruitment and retention. After COVID the job market has changed and it is harder to attract employees especially for some hard to fill positions. The committee worked on the development of this policy for several months, utilizing 17 other county policies and changing them to meet Nobles County needs. Telecommuting will not be available for every County position and is not an entitlement for any position. Discussion was with Commissioners and Administration on the creation of the policy. While not all Commissioners agreed with approving the policy, they all found the need for it. Fairness was discussed and was again reiterated that not all employees would be able to participate based on job duties and requirements. Commissioners Ahlers and Paplow stated they were against it because not all employees could do it.

VOTING
 It was passed to approve Personnel Policy P-214A Telecommuting Policy as presented.
 Moved by: Demuth, Robert S.
 Seconded by: Metz, Gene
 In Favor: Demuth, Robert S.; Metz, Gene; Linssen, Donald
 Opposed: Ahlers, Justin; Paplow, Bob

7.1 (B)	Legal Assistant Position
<p>Joseph Sanow, County Attorney has requested a change to his staffing that is not in his 2022 budget. Mr. Sanow is requesting that the Board approve one of the Legal Secretaries to be promoted to a Legal Assistant. The Attorney's office previously had this position so we have a job description. The job description was reviewed by Mr. Sanow and it was sent to George Gmach for pointing. The job points stayed the same with 267 points a pay level of 11. The change was requested to be retroactive to August 1, 2022.</p>	
<p>VOTING It was duly passed to approve the change of positions promoting a Legal Secretary to a Legal Assistant retroactively to August 1, 2022. Moved by: Ahlers, Justin Seconded by: Paplow, Bob</p>	
7.2 (A)	County Veterans Officer Operational Enhancement Grant <u>Attachments</u> Grant Agreement Resolution 202244
<p>Jim Dunn, Veterans Service Officer, presented the board with FY2023 County Veterans Office Operations Enhancement Grant information. It is a yearly grant which must be adopted by resolution by each County. The amount did decrease from 2022 from \$10,000 to \$7,500.</p>	
<p>VOTING It was duly passed to adopt resolution 202244 in acceptance of the County Veterans Service Office Operations Enhancement Grant. Moved by: Paplow, Bob Seconded by: Metz, Gene</p>	
7.3 (A)	Temporary Help Desk Staff Member
<p>An increase in helpdesk calls and tickets due in part to the Data Center's expanded services has prompted the need to increase the staffing level of the Helpdesk. Additionally, planned retirements in the next calendar year will leave the IT department shorthanded if not planned for ahead of time. Christian Schmitz, a current temporary help desk employee, has shown the desire, interest and skill set to be a contributing member of the team going forward.</p>	
<p>VOTING It was duly passed to approve hiring Christian Schmitz as a full time Help Desk staff member. Moved by: Paplow, Bob Seconded by: Metz, Gene</p>	
7.4 (A)	Highway Department Annual Report <u>Attachments</u> Annual Report
<p>Aaron Holmbeck and Sarah McDonald presented the board with the 2021 Annual Report.</p>	
<p>VOTING It was duly passed to acknowledge the 2021 Annual Highway Department report. Moved by: Ahlers, Justin Seconded by: Metz, Gene</p>	
7.4 (B)	Public Works Update
<p>Aaron Holmbeck gave an update on Public Works. This was an information item only.</p>	
8.0 Administration Presentation	
8.1	Rock Nobles Community Corrections – Joint Power Agency Purchase of a County Pickup to Transport Work Recipients
<p>Rock Nobles Community Corrections (RNCC) administers to court-ordered community service staffing. The RNCC Staff use a pickup to transport workers to various sites. The current RNCC pickup is obsolete and a replacement is needed. The pickup-replacement topic has been mentioned during Rock Nobles Community Corrections Meetings throughout the last year. Nobles County Public Works has a pickup identified as a possible solution: 2015 Dodge/Ram 4x4 Crew Cab</p>	

80,000 miles

Asking price \$14,000.00

The Rock Nobles Community Corrections JPA Board is still considering the purchase of this truck. If they illustrate intent to purchase, the respective Board of Commissioners would need to consent to the purchase. The funds would derive from RNCC reserves.

VOTING

It was duly passed to declare the Highway Department's 2015 Dodge/Ram 4x4 crew cab as surplus property to be purchased by Rock Nobles Community Corrections.

Moved by: Ahlers, Justin

Seconded by: Paplow, Bob

8.2 Decommission Bond – Fenton Power Partners I, Inc. Bond Biding by County Commission Action

Attachments:

Decommission Bond

Fenton Power Partners I, Incorporated is ordered by MN PUC to issue surety bonds to Nobles County and Murray County, respectively, as a part of the development of a wind farm located in both counties. Attorney Joseph Sanow reviewed the attached Decommission Bond which is created to offer assurances that a bond is provided to offset possible decommission costs for twenty (20) wind towers and related liabilities. The twenty (20) wind towers are found within Nobles County.

VOTING

It was duly passed to approve the Decommission Bond.

Moved by: Metz, Gene

Seconded by: Ahlers, Justin

8.3 Funding Allocations to Communities

Attachments:

Application

The Nobles County Board of Commissioners voted upon funding allocations during the July 27, 2022 Special Board Meeting. The Board of Commissioners acted upon the aforementioned funding allocations. It was deemed appropriate to utilize a resolution to present all of the funding specifics and participant expectations. Resolution 202248 was offered for Board Action.

VOTING

It was passed to adopt Resolution 202248.

Moved by: Metz, Gene

Seconded by: Demuth, Robert S.

Moved by: Metz, Gene; Demuth, Robert S.; Linssen, Donald; Paplow, Bob

Opposed: Ahlers, Justin

9.0 Inter-Agency Reports / Announcements

9.1 Committee and Board Reports

Attorney – Joe Sanow – No Report.

District I – Commissioner Ahlers – Reported on the RNCC board discussing the purchase of the Highway Department's pickup. Also reported that the 1W1P JPA will be ready for signatures soon.

District III – Commissioner Paplow – No Report.

District II – Commissioner Metz – Reported that CPT found a new Executive Director and the discussion to purchase the building they are in.

District V – Commissioner Linssen – Reported that the Park Board will meet and discuss their 2023 budget.

District IV – Commissioner Demuth – Reported on the carp removal from Lake Okabena.

Administration – Reported on the MACA meeting in Duluth. MCIT no longer offering Cyber Security – but is looking for a new source. Administration is working to host a meeting on the Nobles Home Initiative continuance. Working on 2023 budget and appropriations.

9.2 **Correspondence**
Attachments:
Recruitment Update
KLR Meeting Minutes 4/21/22
Nobles SWCD Meeting Minutes 6/15/22
KLR Balance Sheet/Bills Payable
Nobles SWCD Bills Payable
KLR Budget Comparison
Nobles SWCD Agenda 6/15/22
KLR Agenda 7/21/22
KLR Profit & Loss Budget vs. Actual
Nobles SWCD Profit & Loss Budget vs. Actual

9.3 **Calendar**
Attachments:
August 2022

10.0 Other / Future Business

Board Meeting – Tuesday August 23, 2022
9:00 a.m. Government Center, Worthington, MN
AMC Fall Policy Conference – Wednesday September 14 - 16, 2022
Arrowwood Conference Center, Alexandria, MN

11.0 Adjournment
It was duly passed to adjourn the meeting at 10:25 a.m.
Moved by: Paplow, Bob
Seconded by: Ahlers, Justin



Nobles County Board Chair



Nobles County Administrator