

OFFICIAL PROCEEDINGS OF BOARD OF COMMISSIONERS OF NOBLES COUNTY, MINNESOTA

The Board of Commissioners of Nobles County met in regular session on Tuesday, September 06, 2022, at the Government Center, in the Commissioner’s Board Room, Worthington, Minnesota. The following Commissioners attended: Gene Metz, Robert S. Demuth, Donald Linssen, Justin Ahlers 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 with additions to the consent agenda. Motion by: Paplow, Bob Seconded by: Ahlers, Justin	
4.0 Recognition	
4.1 Visitors and Guests Welcome	
4.2 Retirement Recognition Linda Loonan, Extension, was recognized as she is retiring after 11 years of service.	
5.0 Consent Agenda	
5.1 (A)	August 23, 2022 Regular Board Meeting Minutes Draft <u>Attachments:</u> August 23, 2022 Draft Minutes
5.2	Meetings and Conferences – Travel Expenses <u>Attachments:</u> Expenses paid August 26, 2022
5.3	Auditor’s & Commissioner’s Warrants <u>Attachments:</u> Accounts Payable Summary Auditor’s Warrants
5.4	Renewal for Club On-Sale Retail Liquor License <u>Attachments:</u> Application
5.5	Nobles and Jackson County JD Ditch No. 9 – Bid Package #1 – Pay Application #4 <u>Attachments:</u> Pay Application
<u>VOTING</u> It was duly passed to approve the consent agenda with additions of 5.4 and 5.5. Moved by: Metz, Gene Seconded by: Demuth, Robert S.	
6.0 Department Presentations	
6.1 (A)	Professional Service Agreement – MCAPS Maintenance and Support <u>Attachments:</u> Support Instructions Board Ratification Statement Renewal Agreement
The Attorney’s office uses MCAPS for case management and form generation. The MN Counties Computer Cooperative’s agreement with Strategic Technologies Inc. Each User Group member who wishes to participate in this new support agreement will be asked to obtain formal ratification from their board.	
<u>VOTING</u> It was duly passed to approve the professional service agreement between the Minnesota Counties Computer Cooperative and Strategic Technologies Incorporated for the maintenance and support of MCAPS. Moved by: Ahlers, Justin Seconded by: Paplow, Bob	

6.2 (A)	Personnel Policy P-216 Non-Pension Benefits Policy <u>Attachments:</u> P-216 Non Pension Benefits Policy
<p>Currently with Further the current employees VEBA and HSA monthly administrative fees have been coming directly out of the employee’s accounts. We are switching over WEX to administer these accounts in September. They have informed us that they are not able to take the administrative fees out of the employees accounts and that they will bill the County for these monthly fees. During the work session on August 31st the County Board discussed whether they County would absorb these fees or have the employees pay the fees. The direction was to prepare the policy indicating the County would absorb the fees for current employees in the policy to be presented at this board meeting. The investment fess will continue to come out of the employee’s accounts.</p>	
<p><u>VOTING</u> It was duly passed to approve Personnel Policy P-216 Non Pension Benefits Policy as presented. Moved by: Paplow, Bob Seconded by: Demuth, Robert S.</p>	
<p>7.0 Administration Presentation</p>	
7.1	Conference Room Furniture Upgrades <u>Attachments:</u> Furniture Quotes
<p>Furniture upgrades to room 310 and the Administration conference room were included in the 2022 budget. New chairs and tables for room 310 and new chairs for the Admin conference room are being suggested. New furniture will make room 310 much more meeting friendly allowing more participants to be seated. After roof work and cosmetic updates are finished with room 310 multi media equipment will be added.</p>	
<p><u>VOTING</u> It was duly passed to approve the furniture quote for new tables and chairs as presented. Moved by: Demuth, Robert S. Seconded by: Linssen, Donald</p>	
7.2	Citizen Advisory Committee – Board Appointment <u>Attachments:</u> 2022 Boards and Committees Listing John Stewart Application Adam Henning Application
<p>John Stewart has applied to be a new member of the Library Board, as there is an open unfulfilled term. The term would end 12/31/2022 at which time he could re-apply. Adam Henning has applied for re-appointment to the Kanaranzi-Little Rock Watershed Board of Managers for a three-year term which would conclude on 10/07/2025.</p>	
<p><u>VOTING</u> It was duly passed to appoint John Stewart to an unfulfilled term to the Library Board concluding on 12/31/2022. Moved by: Paplow, Bob Seconded by: Demuth, Robert S.</p> <p>It was duly passed to re-appoint Adam Henning to a three-year term on the Kanaranzi-Little Rock Watershed Board of Managers concluding on 10/07/2025. Moved by: Ahlers, Justin Seconded by: Metz, Gene</p>	
7.3	Government Center Standby Generator Project Architect/Mechanical Engineer Selection <u>Attachments:</u> Falls Architecture Studio Proposal Vetter Johnson Architects Proposal
<p>The Commissioners have directed Nobles County Administration to secure quotes for the replacement of the existing Government Center standby electric generator. The existing Government Center standby generator operates but is now undersized and dated. The first step in replacing the generator would be to select a firm which can specifically identify</p>	

and collect the project requirements. A request for proposal (RFP) was published on the County website and solicited quotes were obtained from firms. The following quotes were obtained as a result of the RFP:

- Falls Architecture/Farris Engineering \$55,000.00
- Edi-dolejs/Vetter Johnson Architects \$29,000.00 plus reimbursable expenses

Commissioners expressed concerns with the Vetter Johnson quote and the “plus reimbursable expenses”. They would prefer the quote to include all expenses up front.

It was discussed that Administrator Heitkamp reach out to the firm and ask for clarification before approving the bid.

VOTING

It was duly passed to table the generator project topic until clarification on the bid can be addressed.

Moved by: Metz, Gene

Seconded by: Ahlers, Justin

7.4 County Response to the August 2022 Preliminary Speed Study Results on County State Aid Highway 10

Attachments:

Resolution 202243

Resolution 202250

Housing and School development have recently been constructed along County State Aid Highway 10 in Worthington (a.k.a. CSAH 10 & Worthington’s Crailsheim Drive). As a result, a Minnesota Department of Transportation (MNDOT) Speed Study was requested. The Speed Study was performed and preliminary results derived a finding to increase speeds within the northern section of the CSAH 10 corridor; which is the location of new school development. Those preliminary findings are now raising concerns with local city, county, and school policymakers, respectively. The preliminary results of CSAH 10 Speed Study was shared with local officials. A Thursday, September 1, 2022 City of Worthington/Nobles County Joint Meeting was scheduled where County Engineer Aaron Holmbeck explained his: speed-study request, the corridor’s physical attributes, and the process to derive MNDOT’s preliminary decision to increase speeds in portions of the corridor. The City Council Members and Commissioners independently acted during the September 1, 2022 meetings directing their staff to prepare resolutions. The resolutions are to express concerns regarding MNDOT’s Preliminary Speed Study findings. Resolution #202250 is now prepared as directed. Commissioners directed Administration to send the letter to several names at MNDot and also area legislators.

VOTING

It was duly passed to adopt resolution 202250.

Moved by: Metz, Gene

Seconded by: Demuth, Robert S.

8.0 Inter-Agency Reports / Announcements

8.1 Committee and Board Reports

Attorney – Joe Sanow – Will be attending a land use planning and zoning conference hosted by MCIT.

District I – Commissioner Ahlers – Thanks Attorney Sanow for his work with the Des Moines River 1 Watershed 1 Plan.

District III – Commissioner Paplow – No Report.

District II – Commissioner Metz – Reported on the BRRRA Eastern and Ellis meeting. Lots of rail traffic is reported but more might be needed to maintain the rail.

District V – Commissioner Linssen – No Report.

District IV – Commissioner Demuth – No Report.

Administration – Reported that a verbal offer has been communicated for a provider at the Short Term Crisis Center. CEDA has submitted a child care grant through DEED. An NHI meeting was held at the County but very low attendance.

8.2 Correspondence

Attachments:

Recruitment Memo

8.3 Calendar

Attachments:

	September 2022
9.0	Other / Future Business
AMC Fall Policy Conference – Wednesday September 14 - 16, 2022 Arrowwood Conference Center, Alexandria, MN	
Board Meeting – Tuesday September 20, 2022 9:00 a.m. Government Center, Worthington, MN	
Work Session – Wednesday September 28, 2022 8:30 a.m. Government Center, Worthington, MN	
10.0 Adjournment It was duly passed to adjourn the meeting at 9:50 a.m. Moved by: Paplow, Bob Seconded by: Demuth, Robert S.	



Nobles County Board Chair



Nobles County Administrator