

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

The Board of Commissioners of Nobles County met in regular session on Tuesday, January 10, 2023, at the Government Center, in the Commissioner’s Board Room, Worthington, Minnesota. The following Commissioners attended: Robert S. Demuth, Gene Metz, Justin Ahlers and Bob Paplow.

Administrator Heitkamp called the meeting to order 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 Election of Officers</b>	
<b>3.1</b>	<b>Election of Board Chair</b>
<b>VOTING</b>	
It was duly passed to elect Robert S. Demuth as the board chair for 2023. Moved by: Metz, Gene Seconded by: Paplow, Bob	
<b>3.2</b>	<b>Election of Vice Chair</b>
It was passed to elect Bob Paplow as vice-chair for 2023. Moved by: Metz, Gene Seconded by: Ahlers, Justin In Favor: Metz, Gene; Ahlers, Justin; Demuth, Robert S. Opposed: Paplow, Bob	
<b>Bob Paplow declined the election.</b>	
It was duly passed to elect Justin Ahlers as the vice-chair for 2023. Moved by: Metz, Gene Seconded by: Paplow, Bob	
<b>4.0 Approval of Agenda</b>	
<b>VOTING</b>	
It was duly passed to approve the agenda as presented. Motion by: Ahlers, Justin Seconded by: Paplow, Bob	
<b>5.0 Recognition</b>	
<b>5.1 Visitors and Guests Welcome</b>	
<b>6.0 Consent Agenda</b>	
6.1 (A)	<b>December 20, 2022 Regular Board Meeting Minutes Draft</b> <u>Attachments:</u> December 20, 2022 Draft Minutes
6.2	<b>Meetings and Conferences – Travel Expenses</b> <u>Attachments:</u> Expenses paid December 30, 2022
6.3 (A)	<b>Auditor’s &amp; Commissioner’s Warrants</b> <u>Attachments:</u> Accounts Payable Summary Auditor’s Warrants
6.3 (B)	<b>Auditor’s &amp; Commissioner’s Warrants – Vendors paid over \$2,000</b> <u>Attachments:</u> Auditor’s Warrants
6.3 (C)	<b>Wells Fargo Payment Breakdown</b> <u>Attachments:</u> Wells Fargo Payments
6.4	<b>2023 Children’s Mental Health Screening Grant Contract</b> <u>Attachments:</u>

	Grant Contract
6.5	<b>REMOVED FROM AGENDA</b> Nobles & Jackson County Judicial Ditch No. 9 – Bid Package #4 – Pay Application #2 with Change Order #1 & #2 <u>Attachments:</u> Pay Application
6.6	Nobles & Jackson County Judicial Ditch No. 9 – Bid Package #4 – Pay Application #2 with Change Order #1 <u>Attachments:</u> Pay Application
6.7	<b>Annual Authorization for Electronic Funds Transfers</b> <u>Attachments:</u> Resolution 202301
6.8	<b>Grant Project Agreement – Lactation Support Program</b> <u>Attachments:</u> Grant Agreement
6.9	<b>Prosecution Contract with the City of Round Lake</b> <u>Attachments:</u> Legal Services Agreement
6.10	<b>Rupp, Anderson, Squires &amp; Waldspurger, P.A. – Retainer for 2023</b> <u>Attachments:</u> Retainer Agreement
<b><u>VOTING</u></b> It was duly passed to approve the consent agenda while removing item 6.5. Moved by: Ahlers, Justin Seconded by: Metz, Gene	
<b>7.0 Department Presentations</b>	
7.1 (A)	<b>Retainer Agreement with Eckberg Lammers</b> <u>Attachments:</u> Retainer Agreement
In working with MN Management and Budget for the planned Adult Mental Health Short Term Crisis Facility, it was discovered that the section of the Prairie Justice Center planed to use for the facility needs to be surveyed and legally separated from the rest of the building. County Attorney Joseph Sanow, recommended to use Eckberg Lammers, Attorneys At Law as legal service for this phase of the project due to their past experience with similar projects and understanding of the process of completing this. The estimated cost to have this completed is between \$10,000 and \$15,000. Community Services has funds available from the Blue Cross Blue Shield grants for this project to cover this expense. There is no requirement for an upfront retainer deposit within this agreement. Fees for services under the agreement will be paid as they are received.	
<b><u>VOTING</u></b> It was duly passed to approve the retainer agreement with Eckberg Lammers. Moved by: Metz, Gene Seconded by: Paplow, Bob	
<b>8.0 Administration Presentation</b>	
8.1	<b>2023 Operating Rules</b> <u>Attachments:</u> Proposed 2023 Operating Rules
Administrator Heitkamp presented the proposed board operating rules for 2023.	
<b><u>VOTING</u></b> It was duly passed to approve the 2023 Board Operating Rules as presented. Moved by: Paplow, Bob Seconded by: Ahlers, Justin	
8.2	<b>2023 County Legal Newspaper</b> <u>Attachments:</u> Joint Bid

The Board shall approve the official County Legal Newspaper and official publication during the Annual Meeting for the upcoming year. A collaborative joint bid including The Globe & Gerald Johnson’s publications (Nobles County Review, Tri County News, Fulda Free Press, & Murray County Advantage) were the 2022 designated publication(s). Both of the publication entities meet the requirements by MN Statute. These same collaborating entities are proposing \$16.08 per column inch as a joint quote for 2023; up from \$15.31 per column inch last year.

The Board should also designate the Nobles County website at [www.co.nobles.mn.us](http://www.co.nobles.mn.us) as the official publication site for those projects and communications allowed by MN Statute, currently including MN Statute 331A.12 specific to transportation projects. Summary minutes are shared in the publications with detail offered on the Nobles County Website. This practice is intended to continue and would be acknowledged through corresponding Board Action.

**VOTING**

It was duly passed to approve joint bid from The Globe, Nobles County Review, Tri County News, Fulda Free Press and Murray County Advantage for the 2023 county legal newspaper.

Moved by: Ahlers, Justin

Seconded by: Metz, Gene

It was duly passed to designate the Nobles County website ([www.co.nobles.mn.us](http://www.co.nobles.mn.us)) as the official publication for transportation projects.

Moved by: Ahlers, Justin

Seconded by: Paplow, Bob

**8.3 2023 Board Committee Appointments – Commissioner Appointments**

**Attachments:**

2023 Proposed Committee Appointments

The Annual Meeting is customarily the time to review Commissioner Appointments on the various Boards who either support Nobles County’s business interests and/or mission. The County Commissioners are members of various boards, committees, joint powers organizations, and/or commissions; either as voting members or as ex-officio members. Many of these respective appointments require a Delegate and Alternate be appointed. A respective list of Board Appointments was offered for review and approval. Discussion was had on a few possible switches between Commissioners but it was decided to leave the list as is and wait for Commissioner Dybeck to return to make any changes.

**VOTING**

It was duly passed to approve the 2023 Board Committee Appointments as presented.

Moved by: Ahlers, Justin

Seconded by: Metz, Gene

**8.4 2023 Boards, Committees & Commissions – Citizen Appointments**

**Attachments:**

2022 Listing

Citizen Applications

It is customary to review Citizen Appointment lists annually and to fill openings to the various County boards, committees, or commissions. Citizen appointments to the various boards, committees, or commissions are integral to Nobles County’s mission. There are current citizen public body openings. Several applications were received for consideration – each application was voted on separately.

**VOTING**

It was duly passed to appoint Brad Meester to a 3 year term on the Extension Committee.

Moved by: Metz, Gene

Seconded by: Ahlers, Justin

It was duly passed to appoint Kaila Hurlburt to a 3 year term on the Travel Southwest MN Board.

Moved by: Ahlers, Justin

Seconded by: Paplow, Bob

It was duly passed to appoint Brenda Baerenwald to a 3 year term on the Extension Committee.

Moved by: Ahlers, Justin

Seconded by: Paplow, Bob

It was duly passed to appoint Cliff Altman to a 3 year term on the Emergency Management Planning Advisory Committee.

Moved by: Metz, Gene

Seconded by: Ahlers, Justin

It was duly passed to appoint Kris Hohensee to a 3 year term on the Nobles County Health and Human Services Advisory Committee.

Moved by: Ahlers, Justin

Seconded by: Paplow, Bob

It was duly passed to appoint Kyle Rockwell to a 3 year term on the Emergency Management Planning Advisory Committee.

Moved by: Paplow, Bob

Seconded by: Ahlers, Justin

It was duly passed to appoint Michael Dempster to a 3 year term on the Nobles County Health and Human Services Advisory Committee.

Moved by: Ahlers, Justin

Seconded by: Paplow, Bob

It was duly passed to appoint Marissa Marten to a 3 year term on the Nobles County Health and Human Services Advisory Committee.

Moved by: Metz, Gene

Seconded by: Paplow, Bob

It was duly passed to appoint Nathalie Nkashama to a 3 year term on the Nobles County Health and Human Services Advisory Committee.

Moved by: Ahlers, Justin

Seconded by: Paplow, Bob

8.5	<b>IRS Mileage Rate</b> <u>Attachments:</u> IRS Memo
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Nobles County policy states the mileage rate for work related employee travel will follow IRS rates. The IRS has historically released the next year's mileage rate for work related activities in December of each year. The 2023 mileage rate is set at \$0.655 per mile, up \$0.03 from the last 2022 rate. No Board Action is required to acknowledge the IRS Mileage rate.

8.6	<b>Nobles Economic Opportunity Network (NEON) Rural Broadband Hotspots</b>
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A past NEON project involved with providing broadband hotspots to rural areas as wireless coverage was dismal in certain areas of the county. MVTV Wireless was gracious in providing these hotspots in the spirit of providing rural communities with wireless coverage. The hotspot infrastructure is now obsolete and in need of replacement. Discussion was had on if the hotspots are something the Commissioners would like to offer as a county-paid service in the future or if the county should seek other free-service options? Commissioner Metz mentioned that Lismore Telephone Company has interest in providing free hotspots. Commissioners requested that MVTV Wireless come to the January work session so they can gather more information before making a decision.

## 9.0 Inter-Agency Reports / Announcements

9.1	Committee and Board Reports
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Attorney – Joe Sanow – Reported on special hearings regarding Immigration Laws and testifying with the MN Supreme Court.

District I – Commissioner Ahlers – No Report.

District III – Commissioner Paplow – Started a discussion regarding the next steps with the Library study.

District II – Commissioner Metz – No Report.

District V – Commissioner Dybevic – No Report - Absent.

District IV – Commissioner Demuth – No Report.

Administration – Reported on several items: Library Strategies Group, the Short Term Crisis Center, Reading sewer project, child care meetings, capital improvements and the upcoming AMC Legislative meeting.

9.2	<b>Correspondence</b> <b>Attachments:</b> Recruitment Memo
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9.3	<b>Calendar</b> <b>Attachments:</b> January 2023
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10.0	<b>Other / Future Business</b>
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**Board Meeting** – Tuesday January 24, 2023  
9:00 a.m. Government Center Board Room, Worthington, MN  
**Work Session** – Tuesday January 31, 2023  
8:30 a.m. Government Center Board Room, Worthington, MN

**11.0 Adjournment**  
It was duly passed to adjourn the meeting at 9:58 a.m.  
Moved by: Ahlers, Justin  
Seconded by: Metz, Gene



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Nobles County Board Chair



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Nobles County Administrator