

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

The Board of Commissioners of Nobles County met in regular session on Tuesday, June 20, 2023, at the Government Center, in the Commissioner’s Board Room, Worthington, Minnesota. The following Commissioners attended: Robert S. Demuth, Justin Ahlers, Gene Metz, Bob Paplow and Chris Dybevic.

Chairman Demuth 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 Approval of Agenda</b>	
<b>VOTING</b> It was duly passed to approve the agenda with the addition of item 8.3 (D) (CSAH 10) as a discussion item. Motion by: Ahlers, Justin Seconded by: Metz, Gene	
<b>4.0 Recognition</b>	
<b>4.1 Visitors and Guests Welcome</b>	
<b>5.0 Consent Agenda</b>	
5.1 (A)	<b>June 06, 2023 Regular Board Meeting Minutes Draft</b> <u>Attachments:</u> June 06, 2023 Draft Minutes
5.1 (B)	<b>June 13, 2023 Board of Equalization Minutes Draft</b> <u>Attachments:</u> June 13, 2023 Draft Minutes
5.2 (A)	<b>Meetings and Conferences – Travel Expenses</b> <u>Attachments:</u> Expenses paid June 16, 2023
5.3 (A)	<b>Auditor’s &amp; Commissioner’s Warrants</b> <u>Attachments:</u> Accounts Payable Summary Auditor’s Warrants
5.3 (B)	<b>Auditor’s &amp; Commissioner’s Warrants – Vendors paid over \$2,000</b> <u>Attachments:</u> Auditor’s Warrants
5.4 (A-G)	<b>Housing Support Agreements – Group Settings 2023-2024 Renewals</b> <u>Attachments:</u> A. Adrian Country Living Cottages (Assisted Living/Adrian) B. Sunrise View Assisted Living (Adrian) C. KC Companies of Worthington – Golden Horizons (Assisted Living/Worthington) D. Client Community Services, Inc. (Adult Foster Care) E. New Dawn, Inc. (Adult Foster Care) F. Berger Agency, Inc. (Prairie House/Board and Lodge) G. Habilitative Services, Inc (Adult Foster Care)
<b>VOTING</b> It was duly passed to approve the consent agenda as presented. Moved by: Paplow, Bob Seconded by: Dybevic, Chris	
<b>6.0 Public Hearing</b>	
6.1	<b>Public Hearing – Proposed Property Tax Abatement Sara Wiertzema Parcel 01-0185-500</b> A. Open Hearing ( <i>Action</i> ) B. Proposed Abatement – Discussion C. Public Comment D. Close Hearing ( <i>Action</i> )

	<p><b>E. Decisions : Sara Wiertzema Parcel 01-0185-500–Resolution 202321 (<i>Action</i>)</b></p> <p><b><u>Attachments:</u></b>  Application information  Resolution 202321</p>
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**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 Sara Wiertzema Parcel 01-0185-500.
- 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 Justin Ahlers, it was duly passed to close the Proposed Property Tax Abatement Public Hearing.
- E. On a motion by Bob Paplow and seconded by Robert S. Demuth, it was duly passed to adopt Resolution 202321 approving tax abatement to Sara Wiertzema Parcel 01-0185-500 pursuant to Minnesota Statute 469.1813.

**7.0 Special Presentations**

**Southwest Regional Development Commission – Jay Trusty**

Jay Trusty, Executive Director, presented the board with an update from the Southwest Regional Development Commission.

**8.0 Department Presentations**

<b>8.1 (A)</b>	<p><b>Minnesota Department of Revenue Transit Sales and Use Tax Agreement Revision</b></p> <p><b><u>Attachments:</u></b>  Agreement</p>
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The Minnesota Department of Revenue has adjusted local option sales tax agreements throughout the state. Nobles County has until June 30, 2023 to sign and return a copy of the agreement.  
Below are the changes with a summary of each change:

1. Administrative Fee: Starting January 1, 2024, administrative fees will be a flat rate of 1.35%. We will continue to use the current method for calculating administrative fees through December 31st, 2023.
2. Transmittal of tax revenue to local governments: Starting January 1, 2024, local governments will receive one payment approximately 40 days after the end of the month the sales tax returns are due. We will continue to make two payments for all the sales up through December 31, 2023.
3. Notice Date for changes: The new requirement to notify the local government of agreement changes is 180 days instead of notification by January 1 of each year for a change to the new fiscal year starting July 1. The change to 180 days will coincide with the Department switching to a flat fee for calculating the administrative fees for local tax collection.
4. Withholding when tax ends: We currently withhold 20% of gross receipts from the last month of local sales tax revenue collected. We will no longer have a set percentage amount, but instead we will work with the local government to determine an amount to withhold. The Department will analyze historical data of the local tax to determine a reasonable estimate to withhold.

**VOTING**

It was passed to approve the revised agreement for the Minnesota Department of Revenue Transit Sales and Use Tax.  
Moved by: Ahlers, Justin  
Seconded by: Dybevick, Chris

<b>8.2 (A)</b>	<p><b>Nobles County Child Care Grants Approval Request</b></p> <p><b><u>Attachments:</u></b>  Applicant Two  Applicant Four  Applicant Six  Applicant Eight  Applicant Eleven</p>
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In December 2022, The Nobles County Board of Commissioners approved up to \$400,000 in funding to be utilized for three child care grant programs in the county. These funds are intended to accompany funding from the Minnesota Department of Employment and Economic Development (DEED) Grant. In April 2023 a framework was developed for two of the grant programs and a review committee was formed to review applications and make recommendations. The review committee met on Tuesday, June 6, 2023 to evaluate eight applications for funding that had been received. Of the

eight applications received, five were recommended for funding approval, and three were returned to the applicants for further information. Approval was requested to move forward with the five funding requests that were approved by the committee and that will be funded through DEED grant funds once approved.

**VOTING**

It was passed to approve applicant two for the Nobles County Child Care Grant.

Moved by: Metz, Gene

Seconded by: Dybevick, Chris

It was passed to approve applicant four for the Nobles County Child Care Grant.

Moved by: Ahlers, Justin

Seconded by: Paplow, Bob

It was passed to approve applicant six for the Nobles County Child Care Grant.

Moved by: Dybevick, Chris

Seconded by: Demuth, Robert S.

It was passed to approve applicant eight for the Nobles County Child Care Grant.

Moved by: Metz, Gene

Seconded by: Paplow, Bob

It was passed to approve applicant eleven for the Nobles County Child Care Grant.

Moved by: Ahlers, Justin

Seconded by: Demuth, Robert S.

8.3 (A) **City of Dundee Parade Permit**

**Attachments:**

Parade Application

Certificate of Insurance

The City of Dundee is applying for a parade permit to celebrate Dundee Nothing Days to be held on Saturday, July 29, 2023 from 2:00 p.m. to 3:30 p.m. Board policy requires that the permit be approved by the county board to close a county highway for a parade or special event.

**VOTING**

It was duly passed to approve the parade permit for the City of Dundee.

Moved by: Ahlers, Justin

Seconded by: Paplow, Bob

8.3 (B) **City of Brewster Parade Permit**

**Attachments:**

Parade Application

Certificate of Insurance

The City of Brewster is applying for a parade permit to celebrate Brewster Fun Days to be held on Saturday, July 22, 2022 from 12:30 p.m. to 2:30 p.m. Board policy requires that the permit be approved by the county board to close a county highway for a parade or special event.

**VOTING**

It was duly passed to approve the parade permit for the City of Brewster.

Moved by: Paplow, Bob

Seconded by: Ahlers, Justin

8.3 (C) **Public Works Update**

Aaron Holmbeck, Public Works Director, updated the board on Public Works projects.

8.3 (D) **County State Aid Highway 10 Discussion**

Addition

The board along with Aaron Holmbeck (Public Works Director) discussed CSAH 10, Oxford Street and Highway 35. The discussion is the areas of those roads that go in front of Worthington schools (Middle, Intermediate, Community Ed and the Learning Center). Discussion was had on possibly using the Safe Routes to School funding from SRDC. Aaron stated he would contact SRDC to inquire further.

<b>9.0 Administration Presentations</b>	
9.1	<b>Prairie Justice Center – Evidence and Impound Storage</b> <b>Attachments:</b> Second Amendment of PJC Lease
<p>The board along with Steve Robinson (City of Worthington) discussed the construction of an impound storage facility at the Prairie Justice Center. Previous conversations had been tabled by the board to gather more information. In the meantime, the City of Worthington approved building a facility. If the County did not want to participate, they would find a city owned parcel to build on vs. the PJC. The City also approved adding the amount of the building to their current loan, contingent on the County’s participation. Two options for a facility were presented to the board. The first option being a 60X80 shed and the second option being a 60X120 shed. Both of these options have been vetted through the LEC board, and their recommendation was the 60X120. The County suggested the City pay their portion up front, while the City asked for the amount to be added to their current loan with the PJC (as approved by the City Council). Presently, interest is being paid at 2.433%, which is much lower than current interest rates. Commissioners requested that the lease be amended to reflect more current interest rates if the City portion is added to their loan.</p>	
<b>VOTING</b> It was passed to approve building a 60X120 impound storage facility at the Prairie Justice Center in conjunction with the City of Worthington not to exceed \$345,000 and subject to the interest rate in the City’s loan being reviewed and adjusted yearly. Moved by: Dybevick, Chris Seconded by: Metz, Gene In Favor: Paplow, Bob; Dybevick, Chris; Metz, Gene; Demuth, Robert S. Opposed: Ahlers, Justin	
<b>10.0 Inter-Agency Reports / Announcements</b>	
10.1	Committee and Board Reports
<p>Attorney – Joe Sanow – No Report.</p> <p>District I – Commissioner Ahlers – No Report.</p> <p>District III – Commissioner Paplow – No Report.</p> <p>District II – Commissioner Metz – Reported on a wind energy power update.</p> <p>District V – Commissioner Dybevick – Reported on the PIC meeting and the Nobles County Internship was highlighted.</p> <p>District IV – Commissioner Demuth – No Report.</p> <p>Administration – Reported on the upcoming July 6<sup>th</sup> cannabis meeting. Coffee with Commissioners on June 27<sup>th</sup>. An update on the short term crisis center.</p>	
10.2	<b>Correspondence</b> <b>Attachments:</b> Recruitment Memo KLR Meeting Minutes 4/20/23 Nobles SWCD Meeting Minutes 5/17/23 HLWD Agenda 6/21/23 HLWD Meeting Minutes 5/17/23 KLR Balance Sheet Nobles SWDC Agenda 6/21/23 KLR Agenda 6/15/23 KLR Balance Sheets (3) Nobles SWCD Profit/Loss Sheets (12)
10.3	<b>Calendar</b> <b>Attachments:</b> June 2023

	July 2023
11.0	<b>Other / Future Business</b>
<p><b>Coffee with Commissioners</b> – Tuesday June 27, 2023 11:30 a.m.</p> <p><b>Work Session</b> – Wednesday June 28, 2023 8:30 a.m. Government Center Board Room, Worthington, MN</p> <p><b>Board Meeting</b> – Wednesday July 5, 2023 9:00 a.m. Government Center Board Room, Worthington, MN</p> <p><b>Cannabis Legalization Meeting</b> – Thursday July 6, 2023 6:30 p.m. Government Center Farmers Room, Worthington, MN</p>	
<p><b>12.0 Adjournment</b> It was duly passed to adjourn the meeting at 10:46 a.m. Moved by: Ahlers, Justin Seconded by: Paplow, Bob</p>	




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Nobles County Board Chair




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Nobles County Administrator