

PROCEEDINGS OF THE COUNTY BOARD OF JACKSON COUNTY, MINNESOTA

December 3, 2024

The Jackson County Board of Jackson, Minnesota met in regular session, in the Jackson County Courthouse, Commissioners’ Board Room, City of Jackson, Minnesota, on December 3, 2024. The following members of the Jackson County Board of Commissioners were present: Don Wachal, Roger Pohlman, Scott McClure, Phil Nasby, and James Eigenberg. County Administrator, Ryan Krosch, County Attorney, Kristi Meyeraan and Assistant to the Administrator, Brandi Bourquin were also in attendance.

CALL TO ORDER

Chair Wachal called the meeting to order at 4:00 p.m. and led the Pledge of Allegiance.

Motion was made by Commissioner McClure and seconded by Commissioner Nasby to adopt the agenda with the addition of 2.6. Resolution – Five Year Bridge Priority Resolution. The motion carried unanimously.

EMPLOYEE INTRODUCTIONS

Sheriff, Shawn Haken introduced new Deputy Sheriff, Destiny Mathews.

CONSENT AGENDA

Motion was made by Commissioner Eigenberg and seconded by Commissioner Pohlman to approve the following Consent Agenda items:

Board Action 24-184 – Approve November 19th, 2024 Board of Commissioners’ Regular Meeting Minutes.

Board Action 24-185 – Approve all Commissioner disbursements in accordance with Minnesota Statutes 130.01 subd. 4(b), recorded on warrants numbered 108241-108435 in the amount of \$5,149,264.89 for the following funds: Revenue, \$384,195.90; Public Works, \$581,937.72; 2013A GO Capital Improvement Bonds, \$753,558.59; Ditch, \$24,509.85; Library, \$6,137.60; Taxes & Penalties, \$3,310,955.53; and Forfeited Land, \$87,969.70. A detailed list of claims paid is available at the Auditor/Treasurer’s office upon request.

Vendor	Total
Jackson/City Of	1,023,647.61
Northland Concrete & Masonry Company LLC	613,756.00
Jackson Co Central School District 2895	528,259.85
Midwest Contracting LLC	404,944.34
Lakefield/City Of	400,015.05
Svoboda Excavating Inc	220,168.12
Master Electric Co, Inc	156,670.85
Red Rock Rural Water Systems	124,199.07
Heron Lake - Okabena School Isd 330	123,049.01
Peterson Sheet Metal, Inc	119,424.15
Heron Lake/City Of	115,517.20
Windom Area Schools	103,825.60
Treasury Division Of Mn Dept Of Finance	85,575.00
Petersburg Township	55,525.13
Town of Alba	49,130.07
Okabena/City Of	46,786.43
Sioux Valley Township	45,890.52
Round Lake Township	43,341.63
Contegrity Group Inc	42,961.28
Heron Lake Watershed District	42,320.56
West Heron Lake Township	40,539.00
Middletown Township	36,833.42

Wisconsin Township	36,591.38
Lincoln Pipestone Rural Water	36,309.35
Rost Township	35,007.06
Belmont Township	32,321.32
La Crosse Township	30,699.87
Minneota Township	30,431.75
Ewington Township	29,764.37
Des Moines Township	29,090.75
Delafield Township	28,540.74
Heron Lake Township	25,633.99
Kimball Township	25,523.35
Alpha/City Of	25,335.22
Mt Lake Public School District 173	25,143.82
Enterprise Township	22,653.12
Iowa Lakes Regional Water	20,624.05
Southwest Regional Development Comm	20,551.18
Christiania Township	19,918.46
Bush & Weed Control Specialists	19,142.65
Wilder/City Of	19,140.00
Dito, LLC	18,144.00
Hunter Township	18,081.44
Weimer Township	17,336.23
Wold Architects And Engineers	15,553.50
Braun Intertec Corporation	14,857.00
Black Strap Inc.	11,270.96
H2Over Viewers LLC	10,409.05
Livewire Printing Co	9,886.59
Advanced Correctional Healthcare, Inc	6,999.91
Wendland Sellers Law Office	6,294.00
S & J Cleaning	5,623.50
M C C C Mi 33	4,731.46
Amazon Capital Services	4,649.75
Wheeler Hardware Company	3,325.00
Loren & Marilyn Tusa	3,115.00
Hallberg Engineering, Inc.	3,000.00
Rupp, Anderson, Squires & Waldspurger PA	3,000.00
Cooperative Energy Co.	2,803.83
Kamran Culinex, LLC	2,565.00
Marshall Machine Shop, Inc	2,500.00
Verizon Wireless	2,495.80
Handy Hitch Mfg Inc	2,439.46
Schaap Sanitation	2,396.00
Shorewood Acres Sanitary District	2,157.47
Total Claims Over \$2000	5,108,437.27
98 Claims Under \$2000	40,827.62
Total Claims Submitted	5,149,264.89

Board Action 24-186 – Accept donation from DAV Chapter 32 of \$350.00 for the veterans’ van program.

Board Action 24-187 – Approve the Professional Service Agreement between Family Service Network, Court Services and the County Attorney’s Office.

Board Action 24-188 – Approve the Statement of Work for 2024 Audit Services with CliftonLarsonAllen LLP.

Resolution 24-029 – Approve the five-year bridge plan.

County of Jackson)
) SS.
 State of Minnesota)

RESOLUTION 24-029

WHEREAS, Jackson County has determined that the following deficient bridges on the CSAH, County Road, and Township systems are a high priority and require replacement, rehabilitation, or removal within the next five (5) years, and;

Old Bridge Number	Road number and Name	Crossing	LPI	Total Project Cost	Township or State Bridge	Federal Funds	Local or State Aid	Proposed Const Year
88991*	CSAH 9	Little Sioux River	64	\$250,000	\$80,000		\$170,000	2025
88992	CSAH 9	Little Sioux River	38	\$286,000	\$114,400		\$171,600	
89264	CSAH 24	Unnamed Stream	45	\$500,000	\$150,000		\$350,000	
5937	CSAH 9	Jack Creek	49	\$760,000	\$220,000		\$540,000	2026
5938	CSAH 9	Unnamed Stream	57	\$350,000	\$150,000		\$200,000	
4196	CSAH 4	JD 6	46	\$199,000	\$79,600		\$119,400	2027
89256	CR 63	Jack Creek	57	\$700,000	\$520,000		\$180,000	
32503	CR 68	CD 117	56	\$700,000	\$520,000		\$180,000	2028
89250	CSAH 22	S FK Elm Creek	46	\$271,000	\$108,400		\$162,600	
L8960	400th Ave	Skunk Creek	52	\$670,000	\$650,000		\$20,000	
32508	CR 61	N BR Jack Creek	57	\$286,000	\$228,800		\$57,200	2029
89004	CSAH 23	Unnamed Stream	35	\$250,000	\$150,000		\$100,000	
89005	CSAH 23	Unnamed Stream	39	\$250,000	\$150,000		\$100,000	
89002	CSAH 23	Unnamed Stream	75	\$250,000	\$150,000		\$100,000	
89003	CSAH 23	Unnamed Stream	78	\$250,000	\$150,000		\$100,000	
L5234	360th Ave	JD #28	48	\$250,000	\$230,000		\$20,000	

* Bridge replacement based upon sufficiency rating within sunset date

- Bridges on County State Aid Highways
- Bridges on County Roads
- Bridges on Township Roads

WHEREAS, Local roads play an essential role in the overall state transportation network and local bridges are the critical component of the local road systems, and;

WHEREAS, State support for the replacement or rehabilitation of local bridges continues to be crucial to maintaining the integrity of the local road systems and is necessary for the County and townships to proceed with the replacement and rehabilitation of the high priority deficient bridges described above, and;

WHEREAS, Jackson County intends to proceed with replacement or rehabilitation of these bridges as soon as possible when State Transportation Bond Funds are available;

BE IT RESOLVED, that Jackson County commits the Engineer will proceed with the design, contract documents, and advertisement for these bridges immediately after being notified that funds are available in order to permit construction to take place.

The motion carried unanimously.

CITIZEN/STAKEHOLDER/ORGANIZATION

Nick Roirdan, Jackson County Historical Society Museum Director, presented on the 2025 Historical Society appropriation request and an additional funding request for the restoration of the Olson Cabin at the Fairgrounds.

SHERIFF/EMERGENCY MANAGEMENT

Motion was made by Commissioner McClure and seconded by Commissioner Pohlman to adopt Board Action 24-189: Approve the LumenServe Compliance & Monitoring Services Agreement. The motion carried unanimously.

LAND MANAGEMENT

Motion was made by Commissioner Eigenberg and seconded by Commissioner Wachal to adopt Board Action 24-190: Approve Conditional Use Permit for Kyle and Jodi Johnson to operate a dog boarding business out of their existing garage on their acreage located at 81106 380th Ave., Okabena, MN (Parcel Number 15.055.0910) with five conditions:

1. All County, State, and Federal laws, regulations, and ordinances shall be complied with. All necessary permits, licensures, and certifications, including but not limited to any that may be required by the Minnesota Pollution Control Agency, Minnesota Department of Natural Resources, Minnesota Department of Labor and Industry, Minnesota Department of Health, Minnesota Department of Transportation, Jackson County Soil and Watershed Conservation District, or Jackson County shall be secured and maintained.
2. Meets or exceeds requirements for kennels as established under MN Statute, 1721.0520 Subparts 5 & 6. (Kennel premises and facilities & Animal housing and confinement areas)
3. All refuse and waste must be properly disposed of. No on-site burning or burial of any materials. Any hazardous waste must be disposed of in a manner consistent with the Minnesota Pollution Control Agency's regulations.
4. The performance standards outlined in Jackson County's Development Code shall be complied with. In particular, but not limited to: Sections 704, Screening; 706, Glare; 707, Parking; 716, Sewage Disposal Standards; 726, Access Drives and Access; 729, Sign Regulations.
5. The maximum number of kennels (individual holding areas kept or maintained for the care of animals by a person other than the owner) on this parcel (as described in the property description at the time of the permit approval) is 12 kennels.

The motion carried unanimously.

Motion was made by Commissioner Pohlman and seconded by Commisisoner McClure to adopt Board Action 24-191: Approve after-the-fact Conditional Use Permit for Katie Hansen's interior design business in an existing shop building in the Ag District located at 85820 State Highway 86, Lakefield, MN (Parcel Number 08.016.1050) with five conditions:

1. All County, State, and Federal laws, regulations, and ordinances shall be complied with. All necessary permits, licensures, and certifications, including but not limited to any that may be required by the Minnesota Pollution Control Agency, Minnesota Department of Natural Resources, Minnesota Department of Labor and Industry, Minnesota Department of Health, Minnesota Department of Transportation, Jackson County Soil and Watershed Conservation District, or Jackson County shall be secured and maintained.
2. All refuse and waste must be properly disposed of. No on-site burning or burial of any materials. Any hazardous waste must be disposed of in a manner consistent with the Minnesota Pollution Control Agency's regulations.
3. The performance standards outlined in Jackson County's Development Code shall be complied with. In particular, but not limited to: Sections 704, Screening; 706, Glare; 707, Parking; 716, Sewage Disposal Standards; 726, Access Drives and Access
4. The site shall be developed according to the approved site plan.
5. The studio space shall be built in accordance with the Minnesota Accessibility Code.

The motion carried unanimously.

COUNTY ADMINISTRATOR

Chair Wachal opened the public hearing to receive comments regarding the Local Sales and Use Tax Ordinance at 4:40 p.m.

There was no public present to provide comments.

Chair Wachal declared the public hearing closed at 4:40 p.m.

Motion was made by Commissioner Eigenberg and seconded by Commissioner McClure to adopt Board Action 24-192: Approve Ordinance 113: An Ordinance Imposing a Local Sales and Use Tax. The motion carried unanimously.

ORDINANCE NO. 113

AN ORDINANCE IMPOSING A LOCAL SALES AND USE TAX - SUMMARY

The following is a summary, pursuant to Minnesota State Statutes 375.51 and 331A.01, of AN ORDINANCE IMPOSING A LOCAL SALES AND USE TAX:

Pursuant to Minnesota Session Laws 2023, Regular Session, Chapter 64, Article 10, Section 39 (the "Special Law"), the Minnesota Legislature has authorized the County of Jackson, Minnesota (the "County"), to impose a local sales and use tax to provide revenues to pay the costs of collecting and administering the tax to the Minnesota Commissioner of Revenue and to finance up to \$39,000,000, plus an amount equal to interest and the costs of issuance of any bonds, for the payment of capital and administrative costs related to the funding of a law enforcement center and government center in the County, as authorized by the Minnesota Legislature in the Special Law and approved by the voters at the November 5, 2024, referendum.

A local sales tax is imposed in the amount of one percent (1.00%) on the gross receipts from sales at retail sourced within the jurisdictional limits of the County that are taxable under the State Sales and Use Tax Laws and Rules. A local use tax is imposed in the amount of one percent (1.00%) on the storage, use, distribution or consumption of goods or services sourced within the jurisdictional limits of the County that are taxable under the State Sales and Use Tax Laws and Rules. All of the provisions of the State Sales and Use Tax Laws and Rules apply to the local sales and use tax imposed by this Ordinance. The local sales and use tax imposed by this Ordinance shall apply to sales and purchases made on or after April 1, 2025.

This is only a summary. The full ordinance is available for public inspection during regular office hours at the Jackson County Administrator's Office or by standard or electronic mail. Contact the Jackson County Administrator, 405 Fourth Street, Jackson, MN, 56143, office hours 8 a.m. – 4:30 p.m. M-F, telephone (507) 847-4182 or email county.administrator@co.jackson.mn.us.

BOARD REPORTS

Commissioner Pohlman reported on meetings/events involving Historical Society and Plum Creek.

Commissioner Eigenberg reported on meetings/events involving Heron Lake Watershed, Southern Minnesota Tourism Association, UCAP, and the Drainage Authority.

Commissioner McClure reported on meetings/events involving Missouri River Water Basin One Watershed/One Plan Policy Committee.

Commissioner Nasby reported on meetings/events involving Des Moines River Watershed Planning Partnership Policy Committee.

Commissioner Wachal reported on meetings/events involving DVHHS, Planning and Zoning, SW Regional Solid Waste Commission, Rural Minnesota Energy Board, and the Drainage Authority.

Motion was made by Commissioner Nasby and seconded by Commissioner Eigenberg to go into closed session at 4:48 p.m. per MN Statute 13D.05 Subd. 3 to conduct the annual performance evaluation of County Administrator, Ryan Krosch. The motion carried unanimously.

Chair Wachal reopened the regular meeting at 5:16 p.m.

ADJOURN

Motion was made by Commissioner Eigenberg and seconded by Commissioner Wachal to adjourn the meeting at 5:16 p.m.. The motion carried unanimously.

JACKSON COUNTY BOARD OF COMMISSIONERS

Board Chair

ATTEST:

Ryan Krosch, County Administrator