

**PROCEEDINGS OF THE COUNTY BOARD OF JACKSON COUNTY, MINNESOTA  
December 8, 2022**

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 8, 2022. The following members of the Jackson County Board of Commissioners were present: James Eigenberg, Catherine Hohenstein, Scott McClure, Phil Nasby and Don Wachal. County Administrator Ryan Krosch and Assistant to the Administrator Brandi Bourquin were also in attendance.

**CALL TO ORDER**

Chair Hohenstein called the meeting to order at 3:00 p.m. and led the Pledge of Allegiance.

**Motion was made by Commissioner McClure and seconded by Commissioner Wachal** to adopt the agenda. The motion carried unanimously.

**CONSENT AGENDA**

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

**Board Action 22-212** – Approve November 15<sup>th</sup>, 2022 Board of Commissioner Regular Meeting Minutes.

**Board Action 22-213** – Approve all Commissioner disbursements in accordance with Minnesota Statutes 130.01 subd. 4(b), recorded on warrants numbered 100953-101241 in the amount of \$5,157,006.03 for the following funds: Revenue, \$340,657.41; Public Works, \$472,611.61; Fleet Management, \$20.00; Ditch, \$1,145,624.29; Insurance Trust Fund, \$15,111.35; Septic Systems Revolving Loan, \$21,560.00; Agency Fund, \$2,996.00; Library Fund, \$858.59; Taxes & Penalties, \$3,157,394.75; and Tax Increment Financing (TIF) Fund, \$172.03. A detailed list of claims paid is available at the Auditor/Treasurer's office upon request.

<b>Vendor</b>	<b>Total</b>
Jackson/City Of	1,071,423.89
Jackson Co Central School District 2895	458,568.58
Lakefield/City Of	361,388.10
Dirt Merchant Inc	316,232.58
Hodgman Drainage Co Inc	307,701.13
Noomen Excavating LLC	180,967.17
Northern Escrow, Inc FBO Williams Exc.	151,556.21
I & S Group Inc	146,560.83
Heron Lake - Okabena School Isd 330	120,335.23
Red Rock Rural Water Systems	115,066.57
Heron Lake/City Of	109,532.08
Sir Lines-A-Lot, LLC	105,192.97
Windom Area Schools	97,175.25
Wold Architects And Engineers	93,062.18
Brennan Construction of MN, Inc	74,521.80
Waste Mgmt - Mankato	66,379.60
Svoboda Excavating Inc	62,644.75
Reker Construction & Aggregate, LLC	54,094.30
Petersburg Township	51,431.21
Loo Con Inc.	50,643.00
Town of Alba	46,716.95

Sioux Valley Township	46,007.36
Heron Lake Watershed District	43,900.25
Okabena/City Of	39,861.36
West Heron Lake Township	38,118.62
Round Lake Township	36,264.31
Middletown Township	34,637.85
Cooperative Energy Co.	34,394.19
Rost Township	31,461.64
Enterprise Township	30,724.23
La Crosse Township	30,481.66
Iowa Lakes Regional Water	30,083.96
Minneota Township	29,691.26
Belmont Township	28,166.56
Wisconsin Township	27,963.39
Delafield Township	26,526.17
Kris Engineering Inc	26,523.30
Ewington Township	26,118.93
Ziegler Inc.	24,191.44
Kimball Township	23,170.72
Des Moines Township	23,143.56
Alpha/City Of	22,540.51
Lincoln Pipestone Rural Water	22,354.03
Mt Lake Public School District 173	21,859.84
R&E Enterprises of Mankato, Inc.	20,062.00
Christiania Township	19,130.67
Southwest Regional Development Comm	18,721.47
FORSBERG DRAINAGE & EXCAVATION	17,250.00
Hunter Township	17,120.93
Jasper/James Mitchell	15,000.00
Minnesota Paving & Materials	14,888.87
Jackson Collision & Classics Inc	14,768.35
Heron Lake Township	14,384.34
Weimer Township	14,356.09
AGCO Corporation	14,168.82
Paape Distributing Co.	13,722.50
Wilder/City Of	12,960.12
Duininck, Inc.	8,617.94
Minnesota Energy Resources	8,605.16
Sign Solutions	8,197.12
DANIEL RILEY	7,623.01
Marsden Bldg Maintenance LLC	6,888.14
CORPORATE PAYMENT SYSTEMS	6,619.49
Jasper/James Mitchell	6,560.00
Fisher/Barbara D	5,640.00
S & J Cleaning	5,459.25
LEYLA FISCHER LIVING TRUST	4,728.00
Gunther/Galen D	4,511.10
Fastenal Company	4,300.38
Family Services Network	4,283.73
Crystal Valley Cooperative	4,152.72
Bauer Built, Inc	4,118.80
Election Systems & Software LLC	4,098.68
Rinke Noonan, Ltd.	4,042.00
Donald J & Jayne L Rechtzigel Fam Trst	4,032.63
Allan Stevens Construction	3,600.00

MEnD Correctional Care PLLC	3,423.21
Smith Partners Professional LLP	3,189.50
Kooistra/Bertha	3,120.00
New Vision Co-op	3,107.50
Federated Rural Electric Association	3,053.55
Treasury Division Of Mn Dept Of Finance	2,826.00
M C C C Mi 33	2,637.20
Sanford Health - Sioux Falls	2,553.00
Sharon Sadusky	2,452.50
Verizon Wireless	2,377.79
Schneider Geospatial, LLC	2,250.00
Jackson Co Auditor-Treasurer	2,070.00
Heppner Consulting, Inc	2,064.00
<b>Total Claims Over \$2000</b>	<b>5,087,116.08</b>
<b>149 Claims Under \$2000</b>	<b>69,889.95</b>
<b>Total Claims Submitted to Board</b>	<b>5,157,006.03</b>

**Board Action 22-214** – Approve Retailer’s License for Sale of Tobacco for Family Dollar, effective January 1, 2023 to December 31, 2023.

**Board Action 22-215** – Approve Revolving Loan Fund Agreement for Services with the Southwest Regional Development Commission.

**Resolution 22-033** – Approve Reaffirming Jackson County Investment Policy.

**Resolution 22-033**  
**Jackson County Investment Policy**

WHEREAS, the purpose of the investment policy is to set forth the investment objectives and parameters for the management of the public funds of Jackson County, this investment policy is designed to safeguard funds on behalf of the County, assure the availability of operating and capital funds when needed, ensure compliance with applicable Minnesota Statutes, and provide a competitive investment return in light of statutory restrictions; and

WHEREAS, a copy of the proposed 2022 Jackson County Investment Policy was provided to the Commissioners which contained no proposed changes to the Jackson County Investment Policy from 2020 to 2021; and

WHEREAS, Minnesota Statute 118A.02; Subdivision 1 Designation; delegation section states

- (a) The governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions,
- (b) The governing body may authorize the treasurer or chief financial officer to:
  - (1) designate depositories of the funds
  - (2) make investments of funds under sections 118A.01 to 118.06 or other applicable law; or
  - (3) both designate depositories and make investments as provided in this subdivision;

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the County of Jackson, in a regular meeting convened and acting in its capacity, hereby reaffirms the attached Jackson County Investment Policy. Responsibility for the operation of the investment program is hereby delegated to the Jackson County Auditor/Treasurer, who shall act in accordance with established written procedures and internal controls for the operation of the investment program consistent with this investment policy. The Commissioners of the County of Jackson authorize the Jackson County Auditor/Treasurer to designate depositories and make investments of funds under Minnesota Statute or other applicable laws.

The motion carried unanimously.

**DES MOINES VALLEY HEALTH AND HUMAN SERVICES**

**Motion was made by Commissioner Nasby and seconded by Commissioner McClure** to adopt Resolution 22-034 – Supporting the Des Moines Valley Health and Human Services Stigma Free Zone Campaign. The motion carried unanimously.

WHEREAS, the County of Jackson, Minnesota supports the Stigma-Free Campaign and the designation of Stigma-Free Zones;  
WHEREAS, Jackson County Commissioners learned of a collaborative campaign working to establish Stigma-Free Zones in Jackson County;

WHEREAS, the County of Jackson, Minnesota supports the initiative and recognizes that the initiative of the Stigma-Free Campaign is aligned with their mission to raise awareness of the disease of mental illness;

WHEREAS, the National Institute of Mental Health reports that 1 in 4 adults experiences mental illness in a given year and 1 in 17 adults live with a serious mental illness such as schizophrenia, major depression, or bipolar disorder; approximately 20% of youth ages 13 to 18 and 13% of youth ages 8 to 15 experience severe mental disorders in a given year;

WHEREAS, the stigma associated with the disease of mental illness is identified as the primary reason individuals fail to seek the help they need to recover from the disease;

WHEREAS, Stigma-Free Zones aim to inspire public interest and open dialogues about stigma, raise awareness of the disease of mental illness and create a culture wherein residents who have the disease of mental illness feel supported by their community and neighbors and feel free to seek treatment for the disease without fear of stigma;

WHEREAS, promoting awareness that there can be no “health” without mental health will break down barriers and encourage residents of all ages to be mindful of their mental health and ask for help when needed;

WHEREAS, resources are available to treat the disease of mental illness so no one resident needs to suffer alone or feel hopeless;

WHEREAS, establishing Stigma-Free Zones will raise awareness of resources and encourage residents to engage in care as soon as the need is identified so recovery can begin, hope is inspired and tragedies are avoided, and;

NOW THEREFORE BE IT RESOLVED that the County of Jackson County Minnesota recognizes the community needs and agrees to join the collaborative campaign against the stigma of mental illness and meets the criteria set forth by Des Moines Valley Health and Human Services as a Stigma-Free Zone.

### **PUBLIC WORKS/PARKS**

**Motion was made by Commissioner McClure and seconded by Commissioner Wachal to adopt Resolution 22-035 – Sponsorship for City of Lakefield Active Transportation Infrastructure Grant Project (Summer Lane/1st Avenue South & Mill Road East/Milwaukee Street). The motion carried unanimously.**

County of Jackson            )  
  ) SS.  
State of Minnesota         )

#### **RESOLUTION NO. 22-035**

#### **SPONSORSHIP FROM SPONSORING AGENCY**

BE IT RESOLVED, that Jackson County agrees to act as sponsoring agency for the Active Transportation Grant Application for the City of Lakefield identified as the Summer Lane/1<sup>st</sup> Avenue South & Mill Road East/Milwaukee Street Trail Connector (aka the South-North Lakefield Trail Connector) improvement Project and has reviewed and approved the project proposed. Sponsorship includes a willingness to do the following as stipulated in the Active Transportation Program Guide:

- Be the fiscal agent on behalf of the applicant and have funds flow from MnDOT to the state aid city or county to the contractor
- Request SAP/SP number for the project
- Ensure the project meets milestones and dates
- Assist local agency in execution of a grant agreement
- Develop, review and/or approve the plan
- Submit plan, engineers estimate, and proposal to the District State Aid Engineer (DSAE)
- Advertise, let, and award the project
- Submit pay requests to State Aid
- Communicate progress and updates with the DSAES and State Aid State Programs Engineer or Active Transportation Engineer
- Ensure that the project receives adequate supervision and inspection
- Assist with project close out
- Responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules, and regulations

BE IT FURTHER RESOLVED that Timothy Stahl, County Engineer is hereby authorized to act as agent on behalf of this applicant.

### **AUDITOR/TREASURER**

**Motion was made by Commissioner Eigenberg and seconded by Commissioner McClure to adopt Board Action 22-216 – Approve Master Service Agreement with Tyler Technologies for the Tax and CAMA system conversion. The motion carried unanimously.**

**Motion was made by Commissioner Nasby and seconded by Commissioner Wachal** to adopt Board Action 22-217 – Approve an On-Sale Liquor License and Sunday Liquor License for Hi-Lo Club expiring March 31, 2023. The motion carried unanimously.

### **SHERIFF/EMERGENCY MANAGEMENT**

**Motion was made by Commissioner McClure and seconded by Commissioner Eigenberg** to adopt Board Action 22-218 – Approve MN Anti-Heroin Task Force Program Joint Powers Agreement. The motion carried unanimously.

### **COUNTY ADMINISTRATOR**

**Motion was made by Commissioner Wachal and seconded by Commissioner McClure** to adopt Board Action 22-219 – Approve a promissory note in the amount of \$275,956.00 due payable to PrimeWest Health. The motion carried unanimously.

### **BOARD REPORTS**

Commissioner Eigenberg reported on meetings/events involving Heron Lake Watershed, DVHHS, Jackson/Nobles Joint Ditch, GBERBA, Building Committee, Wilder City Council, AMC Annual Conference and Judicial Ditch 16.

Commissioner Wachal reported on meetings/events involving MCIT, DVHHS, Rural MN Energy Board & SW Regional Solid Waste Commission, Labor Relations & Personnel Committee, AMC Annual Conference, and Judicial Ditch 16.

Commissioner Nasby reported on meetings/events involving DVHHS, Jackson/Nobles Joint Ditch, UCAP, Prairie Ecology Bus, AMC Annual Conference and Judicial Ditch 16.

Commissioner McClure reported on meetings/events involving Building Committee, DVHHS, Jackson/Nobles Joint Ditch, Missouri River Water Basin One Watershed/One Plan Policy Committee, Labor Relations & Personnel Committee and a Court Services funding program meeting.

Commissioner Hohenstein reported on meetings/events involving DVHHS, Library Board, Historical Society and Jackson/Nobles Joint Ditch.

### **ADJOURN**

**Motion was made by Commissioner Eigenberg and seconded by Commissioner Nasby** to adjourn the meeting at 3:44 p.m. The motion carried unanimously.

JACKSON COUNTY BOARD OF COMMISSIONERS

\_\_\_\_\_  
Catherine Hohenstein, Board Chair

ATTEST: \_\_\_\_\_  
Ryan Krosch, County Administrator