

# PROCEEDINGS OF THE COUNTY BOARD OF JACKSON COUNTY, MINNESOTA

December 9, 2021

The County Board of Jackson County, Minnesota met in regular session, in the Jackson County Government Resource Center, Cafeteria Room (Door 7), 402 White Street, City of Jackson, Minnesota, on December 9, 2021. The following members of the Jackson County Board of Commissioners were present: James Eigenberg, Catherine Hohenstein, Scott McClure, Philip Nasby and Don Wachal. County Administrator, Ryan Krosch and Assistant to the Administrator, Brandi Bourquin were also in attendance.

## CALL TO ORDER

Chair Eigenberg 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 Wacahl** to adopt the agenda. Motion carried unanimously.

## CONSENT AGENDA

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

**Board Action 21-302** – Approve November 16, 2021 Board of Commissioner Regular Meeting Minutes

**Board Action 21-303** – Approve all Commissioner disbursements in accordance with Minnesota Statutes 130.01, subd. 4(b), recorded on warrants numbered 97219-97501 in the amount of \$4,570,862.32 for the following funds: Revenue, \$136,469.41; Public Works, \$572,570.18; Ditch, \$603,201.07; Insurance Trust Fund, \$2,311.00; Revolving Loan Fund, \$75,390.26; Septic Systems Revolving Loan, \$28,822.03; Agency Fund, \$3,582.50; Library Fund, \$5,118.03; Taxes & Penalties Fund, \$3,143,312.84; and Forfeited Land Fund, \$85.00. 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                         | 900,766.95   |
| Jackson Co Central School District 2895 | 537,023.42   |
| Loo Con Inc.                            | 351,674.48   |
| Lakefield/City Of                       | 345,493.46   |
| Knife River Corporation - North Central | 328,773.30   |
| Windom Area Schools                     | 120,349.87   |
| Heron Lake - Okabena School Isd 330     | 118,741.46   |
| Red Rock Rural Water Systems            | 117,211.39   |
| Heron Lake/City Of                      | 110,898.61   |
| Reker Construction & Aggregate, LLC     | 88,168.34    |
| Round Lake Vineyards & Winery LLC       | 75,000.00    |
| I & S Group Inc                         | 72,823.60    |
| Waste Mgmt - Mankato                    | 68,828.78    |
| Minnesota Paving & Materials            | 65,275.08    |
| Petersburg Township                     | 55,753.03    |
| Sioux Valley Township                   | 50,805.59    |
| Heron Lake Watershed District           | 47,324.65    |
| Town of Alba                            | 44,692.19    |

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| David Drown Associates Inc                 | 44,000.00 |
| M & K Bridge Construction, Inc.            | 43,770.59 |
| Okabena/City Of                            | 37,904.95 |
| West Heron Lake Township                   | 35,460.61 |
| Round Lake Township                        | 35,126.86 |
| Middletown Township                        | 34,754.79 |
| Southwest Regional Development Comm        | 32,986.70 |
| Midwest Contracting LLC                    | 32,603.11 |
| Mt Lake Public School District 173         | 31,639.60 |
| La Crosse Township                         | 30,656.29 |
| Belmont Township                           | 30,167.36 |
| Wisconsin Township                         | 30,064.63 |
| Minneota Township                          | 29,827.92 |
| Rost Township                              | 29,086.94 |
| Delafield Township                         | 27,248.73 |
| Kimball Township                           | 26,022.26 |
| Des Moines Township                        | 25,293.66 |
| Ewington Township                          | 24,595.71 |
| Enterprise Township                        | 23,306.32 |
| Alpha/City Of                              | 22,838.38 |
| Cooperative Energy Co.                     | 21,776.00 |
| Lincoln Pipestone Rural Water              | 21,537.85 |
| Christiania Township                       | 20,870.10 |
| Iowa Lakes Regional Water                  | 19,650.66 |
| Hunter Township                            | 17,131.61 |
| Weimer Township                            | 15,211.63 |
| Heron Lake Township                        | 14,833.37 |
| Stenzel Farm Drainage                      | 14,500.00 |
| Jasper/James Mitchell                      | 14,322.03 |
| Brennan Construction of MN, Inc            | 14,250.00 |
| Spartz, Virginia M                         | 14,186.56 |
| AGCO Corporation                           | 13,808.45 |
| Minnesota Energy Resources                 | 11,973.46 |
| Wilder/City Of                             | 11,778.81 |
| Cloudbakers Holdings, LLC                  | 10,022.40 |
| KnowBe4 Inc                                | 9,297.00  |
| H2Over Viewers LLC                         | 8,984.32  |
| Midstates Equipment & Supply, Inc.         | 8,785.90  |
| Menards - Spencer                          | 8,452.23  |
| Bauer Built, Inc                           | 8,196.66  |
| Corporate Payment Systems                  | 6,078.02  |
| Livewire Printing Co                       | 5,965.29  |
| Jackson Co Auditor-Treasurer               | 5,934.23  |
| Rons Electric Inc                          | 5,863.20  |
| Merva D Fransen Test Family Share TR       | 5,540.22  |
| Hohenstein Septic Services LLC             | 4,675.00  |
| Equipment Blades Inc.                      | 4,640.00  |
| Federated Rural Electric Association       | 4,260.68  |
| Rinke Noonan, Ltd.                         | 3,845.00  |
| M C C C Mi 33                              | 3,825.00  |
| Sanford Health - Sioux Falls               | 3,754.02  |
| Family Services Network                    | 3,624.17  |
| Smith Partners Professional LLP            | 3,400.90  |
| Treasury Division Of Mn Dept Of<br>Finance | 3,277.50  |
| Duininck, Inc.                             | 3,241.04  |
| Tapco Safe Travels                         | 3,230.00  |

|                                   |                     |
|-----------------------------------|---------------------|
| MEnD Correctional Care PLLC       | 3,199.23            |
| Boekett Building Supplies Inc.    | 3,156.13            |
| Sanford Jackson Medical Center    | 3,110.00            |
| New Vision Co-op                  | 3,107.50            |
| Jackson County Highway Department | 3,001.10            |
| RS Eden                           | 2,688.00            |
| Phoenix Supply                    | 2,540.75            |
| Mn Dept Of Transportation         | 2,537.53            |
| Verizon Wireless                  | 2,339.13            |
| Mn Co Intergovernmental Trust     | 2,311.00            |
| Schneider Geospatial, LLC         | 2,250.00            |
| S & J Cleaning                    | 2,150.00            |
| Wold Architects And Engineers     | 2,100.44            |
| <b>87 Claims Over \$2000</b>      | <b>4,512,173.73</b> |
| <b>139 Claims Under \$2000</b>    | <b>58,688.59</b>    |
| <b>Total Claims Submitted</b>     | <b>4,570,862.32</b> |

**Board Action 21-304** – Approve Final Payment to Midwest Contracting, LLC for SAP 032-604-051

**Board Action 21-305** – Approve Final Payment to M&K Bridge Construction Inc. for SAP 032-599-104 & SAP 032-599-108

**Board Action 21-306** – Approve Pay Request #3 Judicial Ditch 13 Reker Construction and Aggregate, LLC

**Board Action 21-307** – Approve Pay Request #6 Judicial Ditch 24 Loo Con Inc

**Board Action 21-308** – Accept Donation from Federated Rural Electric Trust to the Jackson County Sheriff's Office for \$2,500

**Board Action 21-309** – Approve Check Donation of \$250.00 for Veterans Van Program Sent on Behalf of the South-Central Chapter 32, DAV & Auxiliary

**Board Action 21-310** – Approve Professional Services Agreement with David Drown Associates, Inc.

**Board Action 21-311** – Approve Des Moines Valley Health & Human Services Agreement for Information Technology Services

**Board Action 21-312** – Approve Des Moines Valley Health & Human Services Lease Agreement

**Board Action 21-313** – Declare Retired IS Equipment as Surplus and Authorize Donation to PCs for People

**Resolution 21-053** – Approve Reaffirming Jackson County Investment Policy

County of Jackson )  
) SS.  
State of Minnesota )

**Resolution No. 21-053**  
**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 2021 Jackson County Investment Policy was provided to the Commissioners which contained no proposed changes to the Jackson County Investment Policy from 2020; 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.

### **COUNTY ADMINISTRATOR**

**Motion was made by Commissioner Nasby and seconded by Commissioner Wachal** to adopt Board Action 21-314: Accept resignation of Veteran Services Officer (VSO), Jeffrey Gay, effective December 31, 2021. Motion carried unanimously.

**Motion was made by Commissioner Nasby and seconded by Commissioner Wachal** to adopt Board Action 21-315: Approve increasing the Veteran Services Officer (VSO) position to 40 hours per week. Motion carried unanimously.

County Administrator, Ryan Krosch reported that he attended the Association of Minnesota Counties (AMC) annual conference and was able to participate in a lot of good sessions.

### **2022 COUNTY ATTORNEY SALARY & BUDGET DISCUSSION**

Discussion between the Board of Commissioners and County Attorney Tom Prochazka was held with regard to the County Attorney's 2022 salary and budget request.

Scott Anderson, Attorney with Rupp, Anderson, Squires & Waldspurger, PA, Craig Myers, Executive Director of Des Moines Valley Health and Human Services, Lynae Tucker, Jackson County Assistant County Attorney, and Administrator Krosch were present and participated in the discussion.

### **BOARD REPORTS**

Commissioner Eigenberg reported on meetings/evenings involving the Extension Committee, Building Committee, Heron Lake Watershed District Board, Greater Blue Earth River Basin Alliance

(GBERBA), Wilder City Council, Heron Lake City Council, AMC Annual Conference, Jackson/Nobles Joint Ditch and DVHHS.

Commissioner Wachal reported on meetings/events involving the SW Regional Development Commission (SRDC), Rural Minnesota Energy Board & SW Regional Solid Waste Commission, AMC Transportation Policy Committee, MCIT, Area Transportation Partnership – District 7, AMC Annual Conference, and DVHHS.

Commissioner McClure reported on meetings/events involving the Drainage Authority, Sanford Jackson Behavior Health, Representative Bjorn Olson, Southwest Mental Health Center, Jackson/Nobles Joint Ditch and DVHHS.

Commissioner Hohenstein reported on meetings/events involving the Historical Society, PrimeWest and DVHHS.

Commissioner Nasby reported on meetings/events involving UCAP, Representative Bjorn Olson, AMC Annual Conference and DVHHS.

**ADJOURN**

**Motion was made by Commissioner Eigenberg and seconded by Commissioner Hohenstein to adjourn the meeting at 5:11 p.m. The motion carried unanimously.**

JACKSON COUNTY BOARD OF COMMISSIONERS

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Jim Eigenberg, Chair

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