

**PROCEEDINGS OF THE COUNTY BOARD OF JACKSON COUNTY, MINNESOTA**

**August 4, 2020**

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 August 4, 2020. The following members of the Jackson County Board of Commissioners were present: Catherine Hohenstein, James Eigenberg, Scott McClure, Don Wachal, and Philip Nasby. County Coordinator Steven Duncan and Trish Schulz, Deputy County Coordinator, were also in attendance.

**CALL TO ORDER**

Chair McClure called the meeting to order at approximately 9:00 a.m. and led the Pledge of Allegiance.

**Motion was made by Commissioner Nasby and seconded by Commissioner Hohenstein** to adopt the agenda per revision #1. The motion carried unanimously.

**CONSENT AGENDA**

**Motion was made by Commissioner Eigenberg and seconded by Commissioner Hohenstein** to approve the consent agenda. The motion carried unanimously.

Board Action 20-181: Approve the July 21, 2020 Board of Commissioners regular meeting minutes.

Board Action 20-182: Approve the July 24, 2020 Board of Commissioners special meeting minutes.

Board Action 20-183: Approve all Commissioner disbursements in accordance with Minnesota Statutes 130.01, subd. 4(b), recorded on warrants numbered 92413 through 92537 in the amount of \$1,300,982.62. For the following funds: General Revenue, \$51,949.55; Road & Bridge/Public Works, \$764,100.73; Ditch, \$398,293.38; Agency Fund, \$3,503.00; Library Fund, \$3,024.13; and Taxes and Penalties, \$80,111.83. A complete listing of the claims is available upon request at the Auditor/Treasurer's office.

Claims over \$2,000.00:

Midwest Contracting LLC	\$ 567,538.60
Litzau Farm Drainage Inc	\$ 187,938.84
R & G Construction	\$ 107,179.00
Hodgman Drainage Co Inc	\$ 82,337.66
Henkels/David	\$ 57,820.00
Madsen/Mike	\$ 33,850.00
Hjerpe Contracting Inc	\$ 20,874.37
Jackson Co Central School District 2895	\$ 20,022.38
Ind School District 177	\$ 18,778.61

Heron Lake - Okabena School Isd 330	\$ 11,722.54
Kolander/Cordell	\$ 11,550.00
Flint Hills Resources	\$ 11,443.50
Minnesota Paving & Materials	\$ 10,168.29
CliftonLarsonAllen LLP	\$ 9,712.50
R A Muecke Sand & Gravel Inc	\$ 9,100.46
Further-Veba	\$ 6,825.60
Marsden Bldg Maintenance LLC	\$ 6,146.80
H2Over Viewers LLC	\$ 6,076.56
HANCOR INC	\$ 5,618.76
Bolton & Menk Inc	\$ 5,479.50
Sioux Valley Township	\$ 5,149.57
Hansen/Bradley	\$ 4,950.00
Hansen/Duane	\$ 4,950.00
La Crosse Township	\$ 4,641.48
Cottonwood Co Sheriff	\$ 4,350.00
Minneota Township	\$ 4,055.80
Rinke Noonan Attorneys At Law	\$ 4,014.00
Jackson Good Samaritan Center	\$ 3,617.75
Hesemann/Andrew D & Kelly M	\$ 3,463.01
Weimer Township	\$ 3,421.33
Treasury Division Of Mn Dept Of Finance	\$ 3,333.00
Delafield Township	\$ 3,012.23
Duininck Incorporated	\$ 2,944.81
Rosburg Construction	\$ 2,880.00
C&B Operations LLC	\$ 2,807.27
Wendland Sellers Law Office	\$ 2,686.69
Livewire Printing Co	\$ 2,623.05
Woizeschke/Edward	\$ 2,475.00
Bauer Built	\$ 2,300.02
Heron Lake Watershed District	\$ 2,116.41

**Total Claims over \$2000 \$1,259,975.39**

**78 Claims under \$2000 \$ 41,007.23**

**Board Action 20-184: Approve utility permits:**

- Minnesota Energy Resources - bore gas line - CSAH14-Des Moines Township
- Great River Energy - install new lines – CSAH 4, 5, 7, 9, 12, 14, 18, 20, 32, 34, 63, 68 - LaCrosse, Alba, and Ewington Townships
- SW MN Broadband Service - bore fiber – CSAH 23- Des Moines Township
- Federated Rural Electric - bore power line – CSAH 6- Middletown Township
- Federated Rural Electric - bore power line – CSAH 16 - Heron Lake Township
- Federated Rural Electric - bore power line – CSAH 32- LaCrosse Township
- Federated Rural Electric - bore power line – CSAH 51- Wisconsin Township
- David Fisher - repair tile in ditch - CSAH 4 - Sioux Valley Township

Board Action 20-185: Approve payment, in the amount of \$165,971.51, to Litzau Farm Drainage, the construction contractor for the improvement of Judicial Ditch 18.

Board Action 20-186: Approve temporary on-sale liquor license application for the Jackson County Agriculture Society for August 19-22, 2020 at the Jackson County Fairgrounds.

Board Action 20-187: Approve assessment services contracts with Alba, LaCrosse and Rost Townships.

Board Action 20 -188: Approve Sheriff's Office 2020 Minnesota Department of Natural Resources Boat and Water Safety grant agreement.

Board Action 20–189: Approve Personnel Request authorizing the County Coordinator's Office to fill County Auditor/Treasurer's Office, Deputy Auditor/Treasurer full-time position.

Board Action 20–190: Approve summary of performance evaluations of Land Management Director, Andy Geiger as “meets expectations; Court Services Director, Bob Jirele as “meets expectations”; Veterans Services Officer, Jeff Gay as “meets expectations” and County Coordinator, Steve Duncan as “meets expectations.”

Board Resolution 20–030: Approve police officer declaration requesting that Jett Saewert be accepted as a member of the Public Employees Retirement Association – Police and Fire, as a part-time officer.

County of Jackson            )  
  ) SS.  
State of Minnesota         )

**RESOLUTION 20-030  
POLICE OFFICER DECLARATION**

**WHEREAS**, the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

**WHEREAS**, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police or sheriff departments whose position duties meet the requirements stated therein and listed below;

**BE IT RESOLVED**, that the Board of Commissioners of Jackson County hereby declares that the position of Deputy Sheriff, held by Jett Saewert, meets all of the following Police and Fire Plan membership requirements:

1. Said position requires a license by the Minnesota peace officer standards and training board under sections 626.84 to 626.863 and this employee is so licensed;

2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state;
3. Said position charges this employee with the prevention and detection of crime;
4. Said position gives this employee the full power of arrest, and
5. Said position is assigned to a designated police or sheriff's department.

**BE IT FURTHER RESOLVED**, that this governing body hereby requests that the named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire Plan salary deduction by the governmental subdivision.

Passed and adopted by the Board of Commissioners of the County of Jackson, Minnesota this 4th day of August, 2020.

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Scott McClure, Chair  
Jackson County Board of Commissioners

ATTEST:

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(SEAL)  
Steven J. Duncan  
County Coordinator of Jackson County, Minnesota

Board Action 20-191: Approve Gag Sheet Metal, Inc., from New Ulm, Minnesota, payment application #3 (as related to Courthouse re-roof and mechanical upgrade project) in the amount of \$21,619.15.

### **MINNESOTA DEPARTMENT OF TRANSPORTATION**

A presentation was provided, via Skype, regarding Capital Highway Investment Plan Outreach by representatives of the Minnesota Department of Transportation. No Board action was taken.

### **AUDITOR/TREASURER**

**Motion was made by Commissioner Nasby and seconded by Commissioner Wachal** to adopt Board Action 20 – 192: Approve authorizing a conditional offer for Drainage Coordinator position of step E/5 (\$26.10) and per the County's compensation plan. The motion carried with four "ayes", no "nays," and one "recuse" (McClure).

**Motion was made by Commissioner Eigenberg and seconded by Commissioner Hohenstein** to adopt Board Action 20–193: Approve request to send "Small City and Town Expense Reimbursement and Certification Form" and letter to Alpha, Wilder and Jackson County Townships under 200 in population (as related to CARES Act funds). The motion carried unanimously.

## **COUNTY COORDINATOR**

**Motion was made by Commissioner Wachal and seconded by Commissioner Eigenberg** to adopt Board Action 20-194: Approve setting a public hearing for September 1, 2020 at 9:30 a.m. in the Cafeteria Room of the Jackson County Resource Center, 402 White Street (Door #7), Jackson, MN, to consider the 2021-2025 Capital Improvement Plan (CIP). The motion carried unanimously.

Coordinator also requested Board direction on whether any draft project submittals should be added and/or other changes made to the CIP. No changes were made to the draft CIP.

**Motion was made by Commissioner Eigenberg and seconded by Commissioner Nasby** to adopt Board Action 20-195: Approve COVID-19 Preparedness Plan, as amended. The motion carried unanimously.

## **BOARD REPORTS**

Commissioner Nasby reported on meetings/events involving the CARES Act Committee, County Board special meeting regarding Courthouse Campus Facility Planning, Fair Association/Agricultural Society, and a meeting with an area landowner.

Commissioner McClure reported on meetings/events involving the Southwest Regional Radio Board, County Board special meeting regarding Courthouse Campus Facility Planning, County Personnel Committee, Des Moines Valley Health and Human Services (DVHHS) interview panel and a Judicial Ditch 24 informational meeting.

Commissioner Eigenberg reported on meetings/events involving the County Board special meeting regarding Courthouse Campus Facility Planning, DVHHS interview panel and a meeting with an area landowner.

Commissioner Hohenstein reported on meetings/events involving the Jackson County Historical Society, CARES Act Committee, County Board special meeting regarding Courthouse Campus Facility Planning and DVHHS Finance Committee.

Commissioner Wachal reported on meetings/events involving DVHHS, Southwest Regional Development Commission, Minnesota Counties Intergovernmental Trust, County Board special meeting regarding Courthouse Campus Facility Planning, Rural Minnesota Energy Board and Solid Waste Commission and DVHHS Finance Committee.

## **CLOSED MEETING**

**Motion was made by Commissioner Nasby and seconded by Commissioner Hohenstein** to close the meeting at 10:12 a.m., as permitted by Minnesota Statutes Section 13D.05, Subd. 3(a) to perform performance evaluations of Public Works Director, Tim Stahl; Information Systems Manager, Dennis Fields; Assessor, Karla Ambrose; and Auditor/Treasurer, Kevin Nordquist. The motion carried unanimously.

**Motion was made by Commissioner Hohenstein and seconded by Commissioner Wachal to re-open the meeting at 11:40 a.m. The motion carried unanimously.**

**ADJOURN**

**Motion was made by Commissioner Wachal and seconded by Commissioner Eigenberg to adjourn the meeting at 11:41 a.m. The motion carried unanimously.**

JACKSON COUNTY BOARD OF COMMISSIONERS

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Scott McClure, Chair

ATTEST: \_\_\_\_\_  
Steven Duncan, County Coordinator