

PROCEEDINGS OF THE COUNTY BOARD OF JACKSON COUNTY, MINNESOTA

February 16, 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 February 16, 2021. The following members of the Jackson County Board of Commissioners were present: Catherine Hohenstein, James Eigenberg, Scott McClure, Philip Nasby and Don Wachal. County Coordinator Steven Duncan and Trish Schulz, Deputy County Coordinator, were also in attendance.

CALL TO ORDER

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

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

CONSENT AGENDA

Motion was made by Commissioner Hohenstein and seconded by Commissioner Nasby to approve the Consent Agenda. The motion carried unanimously.

Board Action 21-049: Approve the February 2, 2021 Board of Commissioners regular meeting minutes.

Board Action 21-050: Approve all Commissioner disbursements in accordance with Minnesota Statutes 130.01, subd. 4(b), recorded on warrants numbered 94312 through 94485 in the amount of \$1,411,164.75. For the following funds: Revenue, \$84,780.10; Public Works, \$844,416.37; Ditch, \$24,474.75; Agency Fund, \$454,613.00; Library Fund, \$1,991.61; and Taxes and Penalties, \$888.92. A detailed list of claims paid is available at the Auditor/Treasurer's office upon request.

R & G Construction	783,585.00
Petersburg Township	27,478.90
Ewington Township	25,332.75
Delafield Township	25,097.44
Heron Lake Township	24,895.74
I & S Group Inc	24,474.75
Rost Township	24,234.57
Wisconsin Township	24,024.66
Sioux Valley Township	23,741.16
Alba Township	23,247.22
Des Moines Township	23,155.41
Middletown Township	22,779.91
Minneota Township	22,379.95

Belmont Township	22,240.04
Christiania Township	22,115.16
Round Lake Township	21,311.82
Enterprise Township	21,276.88
La Crosse Township	21,029.20
Hunter Township	20,295.62
West Heron Lake Township	20,141.90
Kimball Township	19,365.02
Weimer Township	15,008.65
Family Services Network	13,504.42
Kris Engineering Inc	9,624.00
Marsden Bldg Maintenance LLC	6,505.01
Jackson Food Shelf, Inc	6,500.00
Ziegler Inc	6,392.27
Verizon Wireless	5,922.66
Keltek Incorporated	5,904.00
Treasury Division Of Mn Dept Of Finance	5,376.00
Jackson Co Auditor-Treasurer	5,277.27
Jackson/City Of	5,106.52
Truck Center Companies	4,841.43
Federated Rea	4,457.28
CliftonLarsonAllen LLP	4,063.50
Livewire Printing Co	3,928.45
Cooperative Energy Co.	3,571.44
Plum Creek Library System	3,250.00
Minnesota Energy Resources	3,229.74
MEnD Correctional Care PLLC	3,199.23
Crysteel Truck Equipment Inc	2,481.20
SW Emergency Communications Board	2,380.00
TACTICAL ADVANTAGE LLC	2,193.10
CORPORATE PAYMENT SYSTEMS	2,161.90
Equipment Blades Inc.	2,075.00
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45 Claims Over \$2000	1,369,156.17

108 Claims Under \$2000 **42,008.58**

Board Action 21-051: Approve personnel request authorizing County Coordinator’s office to fill one (1) Public Works Department, Heavy Equipment Operator position (full-time).

Board Action 21-052: Approve summary of performance evaluations for Public Works Director, Tim Stahl & Information Systems Manager, Dennis Fields, both as “meets expectations.”

Board Action 21-053: Approve acceptance of letter of resignation from Steve Duncan, County Coordinator, effective May 7, 2021.

Board Action 21-054: Approve appropriation to Family Service Network in the amount of \$12,000.00 and as approved in the Fiscal Year 2021 budget.

Board Action 21-055: Approve new and annual renewal of liquor, wine, or 3.2% licenses, as follows: FR2 LLC (Jackson Motorplex); Round Lake Vineyards & Winery LLC; Bergen Bar & Grill, Inc.; Loon Lake Store & Bait Shop; Loon Golf, LLC (new license), with all licenses effective April 1, 2021 to March 31, 2022.

Board Action 21-056: Approve 2021 contract with Family Services Network for provision of Administrative Assistant for County Attorney and Court Services Offices.

FORT BELMONT

Motion was made by Commissioner Eigenberg and seconded by Commissioner Nasby to adopt Board Resolution 20-011: Approve, by resolution, the Annual Report for Fiscal Year 2020 and the Fiscal Year 2021 budget for the Fort Belmont Museum and Visitor’s Center, as presented by Fort Belmont/JCT, Inc., and direct Jackson County staff to supply to the Minnesota Historical Society and the Minnesota Management and Budget office certified copies of such resolution and budget. The motion carried unanimously.

County of Jackson)
) SS.
State of Minnesota)

Resolution No. 21-011

Resolved by the Board of Commissioners, County of Jackson, and State of Minnesota:

WHEREAS, a grant agreement and construction grant for the Fort Belmont Museum and Visitor’s Center Project was entered into between Jackson County, a political subdivision of the State of Minnesota and the Minnesota Historical Society, and;

WHEREAS, Article II, Section 2.03 of the grant agreement and construction grant for the Fort Belmont Museum and Visitor’s Center Project between Jackson County, a political subdivision of the State of Minnesota and the Minnesota Historical Society requires that Jackson County will annually adopt, by resolution, a budget for the operation of such programs that clearly shows that forecast program revenues will be equal to or greater than forecast program expenses for the next fiscal year, and;

WHEREAS, Article II, Section 2.03 of the grant agreement and construction grant for the Fort Belmont Museum and Visitor’s Center Project between Jackson County, a political subdivision of the State of Minnesota and the Minnesota Historical Society requires that Jackson County will supply to the Minnesota Historical Society and the Department of Finance certified copies of such resolution and budget;

IT IS HEREBY RESOLVED, that the Jackson County Board of Commissioners does hereby approve, by resolution, the Annual Report for Fiscal Year 2020 and the Fiscal Year 2021 budget for the Fort Belmont Museum and Visitor's Center, as presented by Fort Belmont/JCT, Inc., and directs Jackson County staff to supply to the Minnesota Historical Society and the Department of Finance certified copies of such resolution and budget.

Passed and adopted by the Board of Commissioners of the County of Jackson, Minnesota this 16th day of February 2021.

James Eigenberg, Chair
Jackson County, Minnesota Board of Commissioners

ATTEST:

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

CITY OF JACKSON

Motion was made by Commissioner McClure and seconded by Commissioner Hohenstein to adopt Board Resolution 21-012: Approve Resolution 21-012: Support for, and agreement to sponsor the City of Jackson pursuit of 2021 Local Road Improvement Program funding from MnDOT for the Prospect Lane and Homedale Drive reconstruction project. The motion carried unanimously.

RESOLUTION 21-021

RESOLUTION OF SUPPORT FOR AND AGREEMENT TO SPONSOR THE CITY OF JACKSON PURSUIT OF 2021 LOCAL ROAD IMPROVEMENT PROGRAM FUNDING FROM MnDOT FOR THE PROSPECT LANE AND HOMEDALE DRIVE RECONSTRUCTION PROJECT

WHEREAS, the Prospect Lane and Homedale Drive Reconstruction Project includes reconstructing the existing gravel surface to a new bituminous pavement section with aggregate base and related drainage improvements, from 700 feet east of T.H. No. 71 to the northeast end, approximately 1,350 feet, and to the southeast end, approximately 350 feet, within the City of Jackson, and;

WHEREAS, the existing gravel street is difficult to maintain, narrow in width and poorly drained, and;

WHEREAS, the good repair and safe accessibility of the road are a vital component of the City's existing and future economic development, and;

WHEREAS, the Local Road Improvement Program (LRIP) administered by the Minnesota Department of Transportation makes available up to \$1,250,000 to apply towards projects on local

roads that are regionally significant, result in safety improvements, address transportation deficiencies, and contribute to economic development, and;

WHEREAS, the Local Road Improvement Program (LRIP) requires a city, such as the City of Jackson, that is not a State Aid city, to have a county sponsor and the support of the County Board, and;

WHEREAS, the proposed year for project construction is 2022.

NOW, THEREFORE BE IT RESOLVED BY THE JACKSON COUNTY BOARD OF COMMISSIONERS AS FOLLOWS; that

1. The County supports the City of Jackson's pursuit of Local Road Improvement Program (LRIP) funds for the reconstruction of the existing Prospect Lane and Homedale Drive Reconstruction project, and
2. The County agrees to sponsor the City of Jackson's Local Road Improvement Program application to MnDOT and act as the city's fiscal agent for this project.
3. The County has no obligation to provide any additional funds for the design or construction of the project.

CERTIFICATION

STATE OF MINNESOTA
COUNTY OF JACKSON

I do by certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by the County Board of Jackson County at a duly authorized meeting held February 16, 2021

James Eigenberg, Chair

Steven J. Duncan, Coordinator
(SEAL)

PUBLIC WORKS

Motion was made by Commissioner Wachal and seconded by Commissioner McClure to adopt Board Action 21-057: Approve award of SAP 032-030-028 (2021 Seal Coat Project) to Morris Sealcoat and Trucking, Inc. of Morris, Minnesota and for the bid amount of \$336,748.43. The motion carried unanimously.

Motion was made by Commissioner Nasby and seconded by Commissioner Wachal to adopt Board Resolution 21-013: Approve project submittal for Local Road Improvement Program (Related to

application for funding to supplemental paving on CSAH 29 from CR 85 to CSAH 36, Cottonwood County Line). The motion carried unanimously.

RESOLUTION 21-013
Support of Reconstruction of County State Aid Highway 29

WHEREAS, the local road improvement fund (LRIP) was created in 2002 to assist local agencies for construction or reconstruction of local roads. The funds are appropriated based on Minnesota Statutes 174.52; and

WHEREAS, a Route of Regional Significance account is part of the local road improvement fund; and

WHEREAS, Counties may submit road projects for funding that have statewide or regional significance; and

WHEREAS, Jackson County has begun the reconstruction County State Aid Highway (CSAH) 29 from Iowa State Line to the Cottonwood County Line; and

WHEREAS, CSAH 29 in the eastern section of the County is part of the Ten Ton network and the only North/South Major Collector located midway between Trunk Highway 71 and Trunk Highway 4; and

WHEREAS, The Jackson County Public Works determined that the reconstruction of County State Aid Highway (CSAH) 29 meets the requirements for application;

NOW THEREFORE BE IT RESOLVED, that the Jackson County Board of Commissioners hereby supports the application and projects as proposed by the Engineer.

CERTIFICATION

STATE OF MINNESOTA
COUNTY OF JACKSON

I do by certify that the foregoing resolution is a true and correct copy of a resolution presented to and adopted by the County Board of Jackson County at a duly authorized meeting held February 16, 2021

James Eigenberg, Chair

Steven J. Duncan, Coordinator
(Seal)

COUNTY COORDINATOR

Motion was made by Commissioner Wachal and seconded by Commissioner Hohenstein to adopt Board Action 21-058: Approve Cleaning/Custodial Services contract with Marsden, in the amount of \$6,331.20 per month, with a contract term of March 1, 2021 to February 28,2022, per County Attorney review of the contract. The motion carried unanimously.

DDA HUMAN RESOURCES, INC.

Motion was made by Commissioner Wachal and seconded by Commissioner McClure to adopt Board Action 21-059: Approve job description creating a County Administrator position. The motion carried unanimously.

Motion was made by Commissioner Hohenstein and seconded by Commissioner Nasby to adopt Board Action 21-060: Approve personnel request authorizing DDA Human Resources, Inc. to fill one (1) position of County Administrator (full-time). The motion carried unanimously.

Motion was made by Commissioner Eigenberg and seconded by Commissioner Wachal to adopt Board Action 21-061: Approve position profile for County Administrator recruitment. The motion carried unanimously.

There was discussion about targeting April 27, 2021 for final interviews.

BOARD REPORTS

Commissioner Wachal reported on meetings/events involving the Minnesota Counties Intergovernmental Trust, Des Moines Valley Health and Human Services (DVHHS) and a Transit Summit.

Commissioner Nasby reported on meetings/events involving Statewide Health Improvement Program, Fair Association, Friends of Jackson County Trails, DVHHS and Prairie Ecology Bus Center.

Commissioner McClure reported on meetings/events involving the Courthouse exterior improvements project bid opening, DVHHS and assisting with a COVID vaccine clinic.

Commissioner Eigenberg reported on meetings/events involving DVHHS, Courthouse exterior improvements project bid opening and Greater Blue Earth River Basin Alliance.

Commissioner Hohenstein reported on meetings/events involving PrimeWest and DVHHS.

Chair Eigenberg recessed the Board meeting at 10:20 a.m. Chair Eigenberg reconvened the Board meeting at 10:35 a.m.

COMMUNITY AND ECONOMIC DEVELOPMENT ASSOCIATES

Motion was made by Commissioner Wachal and seconded by Commissioner McClure to adopt Board Action 21-062: Approve eligible applications for County/State Business Relief Grant Program Funds, as presented. The motion carried unanimously.

ADJOURN

Motion was made by Commissioner Nasby and seconded by Commissioner Wachal to adjourn the meeting at 10:49 a.m. The motion carried unanimously.

JACKSON COUNTY BOARD OF COMMISSIONERS

James Eigenberg, Chair

ATTEST: _____
Steven Duncan, County Coordinator