

PROCEEDINGS OF THE COUNTY BOARD OF JACKSON COUNTY, MINNESOTA

July 21, 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 July 21, 2020. The following members of the Jackson County Board of Commissioners were present: Catherine Hohenstein, James Eigenberg, Scott McClure, and Philip Nasby. County Coordinator Steven Duncan and Trish Schulz, Deputy County Coordinator, were also in attendance. Commissioner Don Wachal was absent.

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 Eigenberg and seconded by Commissioner Nasby to adopt the agenda per revision #1. The motion carried with four “ayes”, no “nays” and one “absent” (Wachal).

CONSENT AGENDA

Motion was made by Commissioner Hohenstein and seconded by Nasby to approve the consent agenda. The motion carried with four “ayes”, no “nays” and one “absent” (Wachal).

Board Action 20-172: Approve the July 7, 2020 Board of Commissioners regular meeting minutes.

Board Action 20-173: Approve all Commissioner disbursements in accordance with Minnesota Statutes 130.01, subd. 4(b), recorded on warrants numbered 92252 through 92412 in the amount of \$1,240,623.99. For the following funds: General Revenue, \$203,853.90; Road & Bridge/Public Works, \$660,120.07; Ditch, \$356,407.04; Septic Systems Revolving Loan, \$13,986.39; and Library Fund, \$6,256.59. 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
Noomen Excavating LLC	\$	183,130.80
Heron Lake Watershed District	\$	84,106.22
I & S Group Inc	\$	75,292.12
Brennan Construction of MN, Inc	\$	61,430.80
Department Of Corrections	\$	36,268.64
Tritech Software Systems	\$	18,884.28
Hohenstein Septic Services LLC	\$	13,901.55
Staples Oil	\$	13,597.65
Cohrs Construction Inc	\$	13,430.27
M C C C Mi 33	\$	13,125.75

Duininck Incorporated	\$	12,315.48
Quadient, Inc	\$	11,995.00
Jasper/James Mitchell	\$	10,511.00
Federated Rea	\$	7,698.71
Identisys Inc	\$	6,842.36
Jackson/City Of	\$	6,537.08
Don Borneke Construction, Inc.	\$	5,598.60
Rinke Noonan Attorneys At Law	\$	5,338.50
SeaChange Print Innovations	\$	4,814.18
Election Systems & Software LLC	\$	4,700.00
NuWay Cooperative	\$	4,504.36
Ringquist/Ron	\$	4,421.50
MEnD Correctional Care PLLC	\$	3,136.50
Dell Marketing L P	\$	2,597.60
Verizon Wireless	\$	2,597.48
Ziegler Inc	\$	2,496.17
Haala Industries, Inc.	\$	2,404.69
Boekett Building Supplies Inc.	\$	2,348.70
Amazon Capital Services	\$	2,303.44
CORPORATE PAYMENT SYSTEMS	\$	2,246.95
Wendland Sellers Law Office	\$	2,159.00
Knopik Sand & Gravel Inc.	\$	2,088.36
Total Claims Over \$2000	\$	1,190,362.34
109 Claims Under \$2,000		50,261.65

Board Action 20-174: Approve Subsurface Sewage Treatment System Loan, in the amount of \$10,511, for Rae Jean Koep.

Board Action 20-175: Approve payment, in the amount of \$183,130.80, to Noomen Excavating, the construction contractor for the new drainage system known as County Ditch 125.

Board Action 20-176: Approve personnel request authorizing County Coordinator's office to fill Public Works Department, Heavy Equipment Operator position (full-time).

Board Resolution 20-027: Accept accepting NNGIS grant program funding from the State of Minnesota Department of Public Safety, Division of Emergency Communication Networks (MN DPS-ECN), in the estimated receivable amount of \$24,826.53 with a local match requirement of \$0 dollars (related to GIS database enhancement).

RESOLUTION 20-027

WHEREAS, the State of the Minnesota Department of Public Safety, Division of Emergency Communication Networks distributes the grant funding to assist the members of the state's seven

Emergency Communications and Emergency Services Boards in efforts to improve and expand their emergency communications capabilities and,

WHEREAS, as an entity eligible to receive this grant funding, the Jackson County Board has applied for, and received notification of award for, the following Grant Program funded emergency communication project(s);

Project Description	Estimated Receivable Amount	Performance Period
A-DECN-NGGIS-2019-SWECB-7	\$24,826.53	March 31, 2022

WHEREAS, the Jackson County Board acknowledges that this award does not require a local cost share.

NOW THEREFORE BE IT RESOLVED, by the Jackson County Board, that the acceptance of NGGIS Grant Program funding and the execution of agreements for the emergency communications related projects listed above is hereby authorized.

BE IT FURTHER RESOLVED that the Jackson County Board and any sub recipients of NGGIS Grant Program funding agree to abide by the terms and conditions of the executed grant agreement.

BE IT FURTHER RESOLVED that the Jackson Board hereby designates Lyon County as the fiscal agent to manage these grant funds and authorizes their designated representative(s) to sign any document(s) required to accept and disburse these funds on behalf of the Jackson County Board.

Dated this 21st Day of July, 2020

JACKSON COUNTY BOARD OF COMMISSIONERS

Scott McClure, Chair

Board Resolution 20–028: Approve a Corporate Resolution to open “County of Jackson, Payroll Account” at Bank Midwest in Jackson and the listing of authorized signers.

CORPORATE AUTHORIZATION RESOLUTION 20–028

I, Steven Duncan, certify that I am the Coordinator of the County of Jackson, Minnesota organized under the laws of Minnesota, Federal I.D. Number 41-6005813, engaged in business under the trade name of County of Jackson and that the resolution on this document are a correct copy of the resolutions adopted at a meeting of the Board of Commissioners of Jackson County Minnesota duly and properly called on July 21st, 2020. These resolutions appear in the minutes of this meeting and have not been rescinded or modified.

Authorization to open a payroll account for the County of Jackson at Bank Midwest.

Powers Granted (Indicate Power of Signers using descriptive letter assigned on Authorized Signers Page.)

- A, B (1) Enter stop payments on checks (single authorization)
- A, B (2) Open deposit or share account(s) in the name of the Corporation
- A, B (3) Endorse Checks and orders for the payment of money (single authorization)
- A, B (4) Transfer funds on deposit with the Financial Institution (dual authorization)
- A, B, C, D, E (5) Originate Payroll ACH Files on behalf of Jackson County (single authorization)
- A, B (6) Close the account (single authorization)
- A, B, C, D, E (7) Access account bank statements for the purpose of reconciliation

RESOLUTION 20-028

The Corporation named on this record resolves that:

- (1) The Financial Institution is designated as a depository for the funds of the Corporation and to provide other financial accommodations indicated in the resolution.
- (2) This resolution shall continue to have effect until express written notice of its rescission or modification has been received and recorded by the Financial Institution. Any and all prior resolutions adopted by the Board of Commissioners of the County of Jackson and certified to the Financial Institution as governing the operation of this corporation's account(s), are in full force and effect, until the Financial Institution received and acknowledges an express written notice of its revocation, modification, or replacement. Any revocation, modification or replacement of a resolution must be accompanied by documentation, satisfactory to the Financial Institution, establishing the authority of the change.
- (3) The signature of an Agent on this resolution is conclusive evidence of their authority to act on behalf of the Corporation. Any Agent, so long as they act in a representative capacity as agents of the Corporation, is authorized to make any and all other contracts, agreements, stipulations and orders which they may deem advisable for the effective exercise of the powers indicated above, from time to time with the Financial Institution, subject to any restrictions on this resolution or otherwise agreed to in writing.
- (4) All transactions, if any, with respect to any deposits, withdrawals, rediscounts and borrowings by or on behalf of the Corporation with the Financial Institution prior to the adoption of this resolution are hereby ratified, approved and confirmed.
- (5) The Corporation agrees to the terms and conditions of any account agreement, properly opened by an Agent of the Corporation. The Corporation authorizes the Financial Institution, at any time, to charge the Corporation for all checks, drafts, or other orders, for the payment of money, that are drawn on the Financial Institution, so long as they contain the required number of signatures for this purpose.
- (6) The Corporation acknowledges and agrees that the financial Institution may furnish at its discretion automated access devices to Agents of the Corporation to facilitate those powers

authorized by this resolution or other resolutions in effect at the time of issuance. The term “automated access device” includes, but is not limited to, on-line banking access.

- (7) The Corporation acknowledges and agrees that the Financial Institution may rely on alternative signature and verification codes issued to or obtained from the Agent named on this resolution. The term “alternative signature and verification codes” includes, but is not limited to, facsimile signatures on file with the Financial Institution, personal identification numbers (PIN), and digital signatures. If a facsimile signature specimen has been provided on this resolution, (or that are filed separately by the Corporation with the Financial Institution from time to time) the Financial Institution is authorized to treat the facsimile signature of the Agent(s) regardless of by whom or by what means the facsimile signature may have been affixed so long as it resembles the facsimile signature specimen on file.

CERTIFICATION OF AUTHORITY

I further certify that the Board of Commissioners of the Corporation has, and at the time of adoption of this resolution had, full power and lawful authority to adopt the resolution and to confer the powers granted above to the persons named who have full power and lawful authority to exercise the same.

In Witness Whereof, I have subscribed my name to this document and affixed the seal of the Corporation on July 21, 2020.

Steve Duncan
Coordinator, County of Jackson, MN

Approve Brennan Construction of Minnesota, Inc., from Mankato, Minnesota, payment application #4 (as related to Courthouse re-roof and mechanical upgrade project) in the amount of \$61,430.80.

LINCOLN PIPESTONE RURAL WATER

A presentation was given by Lincoln Pipestone Rural Water representatives (including General Manager Jason Overby and Commissioner Jerry Lonneman) regarding their audit report and an overview of their organization’s activities.

ASSESSOR

Motion was made by Commissioner Hohenstein and seconded by Commissioner Nasby to adopt Board Action 20-177: Approve personnel request authorizing County Coordinator’s office to fill County Assessor’s office, Appraiser position (one, full-time). The motion carried with four “ayes”, no “nays” and one “absent” (Wachal).

PUBLIC WORKS

Motion was made by Commissioner Nasby and seconded by Commissioner Eigenberg to adopt Board Resolution 20-029: Approve Resolution 20- 029 supporting regional park or trail designation for Belmont Park/SW MN Single Track. The motion carried with four “ayes”, no “nays” and one “absent” (Wachal).

**RESOLUTION 20 - 029
SUPPORTING REGIONAL PARK OR TRAIL DESIGNATION APPLICATION IN
GREATER MINNESOTA:**

Park or trail name: Belmont Park/SW MN Single Track
Location: 52005 850th Date of Resolution: July 21, 2020

BE IT RESOLVED that the County of Jackson, Minnesota, as lead applicant, has the authority to act as legal public sponsor for the application described in the *Request for Designation as a Regional Park or Trail in Greater Minnesota*.

BE IT FURTHER RESOLVED that as lead applicant we are fully aware of the information provided in the application and associated responsibilities, including long-term commitments as defined in the application and related master plan and supporting information as submitted.

BE IT FURTHER RESOLVED that, should Belmont Park/SW MN Single Track receive formal designation as a Regional park or trail in Greater Minnesota by the Commission, that as the lead applicant *we* have the legal authority to enter into formal designation and funding agreements with the Commission for the referenced park or trail.

BE IT FURTHER RESOLVED that listed applicant certifies they will comply with all applicable laws and regulations associated with regional designation and any future grant funding for their respective portions of any project.

I CERTIFY THAT the above resolution was adopted by the listed lead applicant.

Adopted this 21st day of July 2020

Scott McClure
Jackson County Board Chair

ATTEST: _____
Steven Duncan
County Coordinator (SEAL)

COUNTY COORDINATOR

Motion was made by Commissioner Eigenberg and seconded by Commissioner Nasby to adopt Board Action 20-178: Approve subsurface sewage treatment system loan, in the amount of \$3,475.39, for Deborah Thoreson. Commissioner Hohenstein recused herself from discussion and voting due to a familial relationship to the vendor. The motion carried with three “ayes”, no “nays,” one “absent” (Wachal) and one “recuse” (Hohenstein).

Motion was made by Commissioner Eigenberg and seconded by Commissioner McClure to adopt Board Action 20-179: Approve authorizing the CARES Act Committee to accept proposal from Community and Economic Development Associates, if deemed needed. The motion carried with four “ayes”, no “nays” and one “absent” (Wachal).

Motion was made by Commissioner Nasby and seconded by Commissioner Eigenberg to adopt Board Action 20-180: Recommending to the CARES Act Committee the following utilization and distribution of CARES Act/Coronavirus Relief Funds: \$500,000 for business assistance with a \$5,000 maximum grant request amount and as eligible; \$200,000 for non-profit (non-taxing entity) organizations with a \$5,000 maximum grant request amount and as eligible; and remainder of funds to be set aside as a contingency fund. The motion carried with four “ayes”, no “nays” and one “absent” (Wachal).

BOARD REPORTS

Commissioner Nasby reported on meetings/events involving Des Moines Valley Health and Human Services (DVHHS), CARES Act Committee, Southwest Mental Health Center Governing Board, Prairie Ecology Bus Center and Fair Board.

Commissioner McClure reported on meetings/events involving various drainage ditches (acting as drainage authority), Heron Lake Watershed District and Southwest Mental Health Center Governing Board.

Commissioner Eigenberg reported on meetings/events involving various drainage ditches (acting as drainage authority), DVHHS, GBERBA, Library Board, Okabena City Council and Heron Lake Watershed District.

Commissioner Hohenstein reported on meetings/events involving various drainage ditches (acting as drainage authority), DVHHS and CARES Act Committee.

CLOSED MEETING

Motion was made by Commissioner Hohenstein and seconded by Commissioner Eigenberg to close the meeting at 10:52 a.m., as permitted by Minnesota Statutes Section 13D.05, Subd. 3(a) to perform performance evaluations of Land Management Director, Andy Geiger; Court Services Director, Bob Jirele; Veterans Services, Jeff Gay; and County Coordinator, Steve Duncan. The motion carried with four “ayes”, no “nays” and one “absent” (Wachal).

Motion was made by Commissioner Nasby and seconded by Commissioner Eigenberg to re-open the meeting at 12:13 p.m. The motion carried with four “ayes”, no “nays” and one “absent” (Wachal).

ADJOURN

Motion was made by Commissioner Eigenberg and seconded by Commissioner Hohenstein to adjourn the meeting at 12:13 p.m. The motion carried with four “ayes”, no “nays” and one “absent” (Wachal).

JACKSON COUNTY BOARD OF COMMISSIONERS

Scott McClure, Chair

ATTEST:

Steven Duncan, County Coordinator