

# PROCEEDINGS OF THE COUNTY BOARD OF JACKSON COUNTY, MINNESOTA

June 1, 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 June 1, 2021. The following members of the Jackson County Board of Commissioners were present: Catherine Hohenstein, James Eigenberg, Scott McClure, Philip Nasby and Don Wachal. Interim County Coordinator Janice Fransen was 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 Hohenstein and seconded by Commissioner McClure to adopt the agenda. The motion carried unanimously.**

## CONSENT AGENDA

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

Board Action 21-149: Approve the May 18, 2021 Board of Commissioners regular meeting minutes.

Board Action 21-150: Approve all Commissioner disbursements in accordance with Minnesota Statutes 130.01, subd. 4(b), recorded on warrants numbered 95341 through 94566 in the amount of \$3,965,198.81. For the following funds: Revenue, \$70,976.68; Public Works, \$346,581.45; Ditch, \$98,414.10; Septic Systems Revolving Loan Fund, \$12,857.36; Library Fund, \$2,664.53; Taxes and Penalties, \$3,432,913.28; and Tax Increment Financing (TIF) Fund, \$791.41. A detailed list of claims paid is available at the Auditor/Treasurer's office upon request.

<b>Vendor</b>	<b>Total Amount</b>
Jackson Co Central School District 2895	2,321,755.57
Heron Lake - Okabena School Isd 330	593,172.57
Ind School District 177	434,326.20
National Auto Fleet Group	120,639.00
Northern Escrow Inc., FBO Dirt Proz LLC	92,359.00
Mt Lake School District 173	73,456.68
Asmus Farm Supply, Inc	61,427.13
Midway Ford Company	53,857.62
Contech Engineered Solutions	38,505.83
David Drown Associates Inc	21,000.00
Agco Corp	13,808.45
Jasper/James Mitchell	12,857.36

Rons Electric Inc	8,745.00
H&R Construction Co	8,380.00
Duininck Incorporated	7,820.15
Newman Signs, Inc.	6,941.82
Juel K. Teig Trust C/O Brady Teig	5,225.00
3D Specialties Inc	4,810.53
Martin Co West Schools 448	4,741.21
Site One Landscape Supply, LLC	4,710.81
Svoboda Excavating Inc	4,281.75
Federated Rea	3,989.73
Minnesota Energy Resources	3,855.32
S & J Cleaning	3,309.25
New Vision Co-op	3,107.50
Sanford Health - Sioux Falls	2,770.50
Verizon Wireless	2,759.10
Hancock Concrete Products Co Inc	2,200.00
Midstates Equipment & Supply	2,150.00

<b>29 Claims Over \$2,000</b>	<b>3,916,963.08</b>
<b>88 Claims Under \$2000</b>	<b>48,235.73</b>

**Total Claims Submitted to Board      3,965,198.81**

Board Action 21-151: Approve utility permits:

    Squan (Frontier Communications) – Buried Fiber Utility – CR 72

    Squan (Frontier Communications) – Buried Fiber Utility – CSAH 29

Board Action 21-152: Approve Subsurface Sewage Treatment System Loan in the amount of \$12,857.36 for Vernon and Corlene Hanson, and for Kristi and Dewey Ledin.

Board Action 21-153: Approve Authorizing the Coordinator’s Office to Fill the Full-Time Land Management/SWCD Buffers and Farm Bill Technician Position.

Board Action 21-154: Approve the Sheriff’s Office 2021 DNR Boat and Water Safety Grant Agreement.

Resolution 21-030: Approve Resolution No. 21-030 to Participate in the 2021 Performance Measurement Program.

**RESOLUTION 21-030  
TO PARTICIPATE IN THE 2021 PERFORMANCE MEASUREMENT PROGRAM**

**WHEREAS**, the 2010 Legislature created the Minnesota Council on Local Results and Innovation;  
and

**WHEREAS**, the council on Local Results and Innovation developed a standard set of performance measures that will aid residents, taxpayers, and state and local elected officials in determining the efficacy of counties in providing services and measure residents' opinion of those services; and

**WHEREAS**, benefits to Jackson County for participation in the Performance Measurement Program for 2020 are outlined in MS 6.91; and

**WHEREAS**, Jackson County was certified for the program in 2013.

**NOW THEREFORE BE IT RESOLVED**, by the Jackson County Board of Commissioners that Jackson County hereby elects to participate in the 2021 Performance Measurement Program.

**BE IT FURTHER RESOLVED**, that the following performance measures are adopted by the Jackson County Board of Commissioners:

- Public Safety: Part I and II Crime Rates, as Reported by the Minnesota Bureau of Criminal Apprehension.
- Public Works: Average Bridge Sufficiency Rating, based on County and Minnesota Department of Transportation records.
- Social Services: Percentage of children where there is a recurrence of maltreatment within 12 months following an intervention, based on data available in County records.
- Property Records, Valuation, & Assessment: Level of assessment ratio, based on data available from the Minnesota Department of Revenue.
- Elections: Accuracy of post-election audit, based on data available in County records.
- Veteran's Services: Dollars brought into the county for veterans' benefits.
- Veteran's Services: Percentage of veterans receiving federal benefits.
- Libraries: Number of annual visits per 1,000 residents, based on data available in County records.
- Budget & Financial: Bond rating based on Standard & Poor's Rating.
- Budget & Financial: Debt service levy per capita and outstanding debt per capita, based on data available in County records.
- Environment: Amount of hazardous household waste and electronics collected, based on data available in County records.

**BE IT FURTHER RESOLVED**, that the results of the adopted performance measures will be published on the Jackson County website by December 31, 2021.

**BE IT FURTHER RESOLVED**, that Jackson County will submit to the Office of the State Auditor the actual results of the performance measures adopted by the county.

Adopted this 1st day of June 2021

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James Eigenberg, Chair

ATTEST: \_\_\_\_\_  
Janice Fransen, Interim County Coordinator (SEAL)

**FEDERATED RURAL ELECTRIC**

Presentation regarding broadband deployment in rural areas that are currently underserved and potential utilization of American Rescue Plan funds.

**COUNTY ASSESSOR**

**Motion was made by Commissioner Hohenstein and seconded by Commissioner Wachal** to adopt Board Action 21-155: Approve updated Tax Abatement Policy. The motion carried unanimously.

**SHERIFF**

**Motion was made by Commissioner McClure and seconded by Commissioner Wachal** to adopt Board Action 21-156: Approve Reclassification of the Emergency Management Director from Grade 13 in the County Compensation Plan to Grade 14, and increasing the hours per week from thirty-two (32) to full-time (40). The motion carried unanimously

**Motion was made by Commissioner Nasby and seconded by Commissioner Hohenstein** to adopt Board Action 21-157: Approve Personnel Request Authorizing the Sheriff's Office to Fill the Emergency Management Director position through internal posting. The motion carried unanimously.

**PUBLIC WORKS**

**Motion was made by Commissioner Wachal and seconded by Commissioner Hohenstein** to adopt Board Action 21-158: Approve MnDOT Rail Crossing Signal System Agreement No. 1030871 for CSAH 24 at Union Pacific Railroad in Weimer Township. The motion carried unanimously.

**Motion was made by Commissioner Nasby and seconded by Commissioner McClure** to adopt Resolution 21-031: Approve that the County of Jackson transfer by quit-claim deed to the City of Lakefield, pursuant to Minnesota Statutes § 465.035 (2008), the 26 deeded acres of Sparks County Park in Parcel 080320100 for the sum of One Dollar (\$1), subject to the existing deed restriction, excepting and reserving to itself any and all valuable mineral rights, as noted in Resolution 21-031. The motion carried unanimously.

County of Jackson                    )  
  ) SS.  
State of Minnesota                 )

## RESOLUTION 21-031

### CONVEYING TO THE CITY OF LAKEFIELD THE COUNTY-OWNED LANDS IN SPARKS COUNTY PARK FOR PUBLIC USE UNDER MINN. STAT. § 465.035

**WHEREAS**, on November 22, 1991, The Nature Conservancy gifted to Jackson County the property now known as “Sparks Park” subject to a deed restriction such that the property “shall be used forever for scientific and educational purposes and for other purposes incidental to but not inconsistent with this use.”

**WHEREAS**, since that time the Sparks Park property has been used for scientific and educational purposes by Jackson County, the City of Lakefield, and the Heron Lake Environmental Learning Center and Prairie Ecology Bus Center.

**WHEREAS**, on May 6, 1996, Jackson County agreed to transfer to the City of Lakefield the 11-acre portion of the Sparks Park property that was within the corporate city limits of the City of Lakefield, which transfer was executed on June 13, 1996, with the deed on Jackson County Recorder Office microfilm number 215690, subject to the original deed restriction as recorded on Jackson County Recorder Office microfilm number 203367.

**WHEREAS**, since that time, Jackson County and the City of Lakefield have cooperatively operated the Sparks Park properties for scientific and educational purposes to the mutual benefit of their respective inhabitants, most recently in cooperation with, and with utilization by, the Prairie Ecology Bus Center.

**WHEREAS**, the governing board of Jackson County finds it would be in the best interest of their constituent citizens that the remaining portion of Sparks Park currently recorded as Parcel ID 080320100 be owned by the City of Lakefield for scientific and educational purposes in public use as a park, for recreation, and to promote the mutual benefit of the Prairie Ecology Bus Center, the citizens of Lakefield, and the citizens of Jackson County, generally.

**NOW THEREFORE**, in consideration of the promises and agreements contained herein, subject to governing provisions of Minnesota Statutes and all other applicable rules, regulations, ordinances, and statutes:

**BE IT RESOLVED** by the County Board of the County of Jackson, Minnesota, That Jackson County shall transfer by quit-claim deed to the City of Lakefield and convey, pursuant to Minnesota Statutes 2008, Sec. 465.035, the following described property (currently Parcel ID 080320100) for the sum of One Dollar (\$1.00):

The East Twenty-seven (E 27) acres of the Northeast Quarter of the Northeast Quarter (NE¼ NE¼) of Section Thirty-two (32), all in Township One Hundred Three (103) North, Range Thirty-six (36), West of the Fifth Principal Meridian; except a certain parcel of land described as follows: Beginning at the Northeast corner of said Northeast Quarter (NE¼) thence due South 144 feet, thence due West 316 feet, thence due North 144 feet, thence due East to the point of beginning, all

in Section Thirty two (32), Township One Hundred Three (103) North, Range Thirty-six (36), West of the Fifth Principal Meridian.

**BE IT RESOLVED FURTHER**, That such conveyance be made subject to the existing deed restriction that “the property is accordingly conveyed subject to the express restriction that it shall be used forever for scientific and educational purposes and for other purposes incidental to but not inconsistent with this use.”

**BE IT RESOLVED FURTHER**, That the conveyance to the City of Lakefield be made subject to the following conditions:

1. That the property be perpetually used by the City of Lakefield, and any of its lessees or designees, for park and recreation purposes consistent with the deed restriction noted in the prior deed dated November 22, 1991, on Jackson County Recorder Office microfilm number 203367.
2. That the County of Jackson excepts and reserves to itself any and all iron ore and valuable mineral rights in and upon the lands with the right to explore for, mine, and remove the same, as well as the right to reenter said premises for the purposes of exercising any reserved iron ore or valuable mineral rights.

Passed and adopted by the Board of Commissioners of the County of Jackson, Minnesota this 1st day of June 2021.

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James Eigenberg, Chair  
Jackson County, Minnesota Board of Commissioners

ATTEST:

\_\_\_\_\_(SEAL)  
Janice Fransen  
Interim County Coordinator of Jackson County, Minnesota

**COUNTY COORDINATOR**

**Motion was made by Commissioner Eigenberg and seconded by Commissioner Nasby** to adopt Board Action 21-159: Approve Job Description Creating an Assistant to the County Administrator – PRN (part-time/as needed) Position. The motion carried unanimously

**Motion was made by Commissioner Hohenstein and seconded by Commissioner Wachal** to adopt Board Action 21-160: Approve Personnel Request Authorizing the County Coordinator/Administrator to fill one (1) position of Assistant to the County Administrator – PRN (part-time/as needed). The motion carried unanimously.

**Motion was made by Commissioner McClure and seconded by Commissioner Eigenberg** to adopt Board Action 21-161: Approve revised job description for Human Resource Coordinator/ County Administrator's Assistant and declaring inactive the Deputy County Coordinator job description. The motion carried unanimously.

**Motion was made by Commissioner Nasby and seconded by Commissioner Wachal** to adopt Board Action 21-162: Approve Personnel Request Authorizing the County Coordinator/ Administrator to fill one (1) position of Human Resources Coordinator/County Administrator's Assistant. The motion carried unanimously.

### **BOARD REPORTS**

Commissioner Eigenberg reported on meetings/events involving Heron Lake Watershed District, Des Moines Valley Health and Human Services (DVHHS) Personnel Committee Meeting, and Memorial Day Service in Heron Lake.

Commissioner Wachal reported on meetings/events involving Solid Waste Board, Rural Minnesota Energy Board and Personnel Committee.

Commissioner McClure reported on Drainage Committee and Personnel Committee.

Commissioner Hohenstein reported on meetings/events involving Drainage Committee, Historical Society, and Developmental Achievement Center.

Commissioner Nasby reported on meetings/events involving SHIP Quarterly Meeting, One Watershed One Plan, and UCAP.

### **ADJOURN**

**Motion was made by Commissioner Eigenberg and seconded by Commissioner Nasby** to adjourn the meeting at approximately 10:34 a.m. The motion carried unanimously.

JACKSON COUNTY BOARD OF COMMISSIONERS

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James Eigenberg, Chair

ATTEST: \_\_\_\_\_  
Janice Fransen, Interim County Coordinator