

PROCEEDINGS OF THE COUNTY BOARD OF JACKSON COUNTY, MINNESOTA

May 18, 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 May 18, 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 McClure and seconded by Commissioner Wachal to adopt the agenda. The motion carried unanimously.

CONSENT AGENDA

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

Board Action 21-130: Approve the May 4, 2021 Board of Commissioners regular meeting minutes.

Board Action 21-131: Approve all Commissioner disbursements in accordance with Minnesota Statutes 130.01, subd. 4(b), recorded on warrants numbered 95211 through 95340 in the amount of \$619,144.32. For the following funds: Revenue, \$80,260.32; Public Works, \$259,815.25; Ditch, \$267,122.41; Agency Fund, \$3,800.00; Library Fund, \$5,240.34; and Taxes and Penalties, \$2,906.00. A detailed list of claims paid is available at the Auditor/Treasurer’s office upon request.

Vendor	Total Amount
I & S Group Inc	138,307.23
Minnerath Construction, Inc.	86,360.17
Rons Electric Inc	70,089.00
JO'S FAMILY FARMS LLC	60,171.14
Midwest Contracting LLC	35,539.07
Heron Lake Watershed District	29,200.99
M C C C Mi 33	21,652.26
Jackson Co Fair Board	20,000.00
Buresch/Keith	17,743.00
Jaycox Implement Inc	17,250.00
Kris Engineering Inc	13,584.00
Shi Corp	8,200.00
Bolton & Menk Inc	6,727.00

Fransen HR Consulting	6,520.50
Jackson/City Of	5,811.67
TORSEN/KEITH R	5,006.80
ITC HOLDINGS CORP	4,994.00
Rinke Noonan Attorneys At Law	4,020.50
Bauer Built	3,972.20
STATE OF MINNESOTA	3,789.50
Treasury Division Of Mn Dept Of Finance	3,630.00
Crysteel Truck Equipment Inc	3,291.00
Thurmers Plbg & Heating	2,749.73
Amazon Capital Services	2,635.63
Southwest Crisis Center	2,500.00
Jackson Co Auditor-Treasurer	2,412.52
CORPORATE PAYMENT SYSTEMS	2,379.82
Newman Signs, Inc.	2,279.95
Baker & Taylor Entertainment	2,027.71
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29 Claims Over \$2000	582,845.39
83 Claims Under \$2000	36,298.93

Board Action 21-132: Approve utility permits:

Red Rock Rural Water – Potable Water Line – CSAH 17

Dulas Excavating – Water Main Connection – CSAH 14

Minnesota Energy Resources – New Gas Service – CSAH 41

Board Action 21-133: Approve wage step increase for Lynae Tucker, Assistant County Attorney, setting wage at \$37.01 per hour, effective with, and retroactive to, the payroll period that begins May 16, 2021, and per the successful completion of the evaluation period that ended May 10, 2021.

Board Action 21-134: Approve wage step increase for Jacob Rahn, Jailer, setting wage at \$20.34 per hour, effective with and retroactive to, the payroll period that begins May 16, 2021, and per the successful completion of the evaluation period that ended May 10, 2021.

Board Action 21-135: Approve wage step increase for Morgen Nelsen, Jailer, setting wage at \$20.34 per hour, effective with, and retroactive to, the payroll period that begins May 16, 2021, and per the successful completion of the evaluation period that ended May 12, 2021.

Board Action 21-136: Approve the request to release the second installment of the 2021 Fair appropriation in the amount of \$20,000.

Board Action 21-137: Approve the request to release the 2021 Southwest Crisis Center appropriation in the amount of \$2,500.

Board Action 21-138: Accept cash donations to Veteran Services in the combined amount of \$1,200 to be added to the Veteran Van fund consisting of \$200 from the DAV and \$1000 from Mrs. Stan Stehlik in memory of her husband.

Board Action 21-139: Approve Temporary On-Sale Liquor License Application for the Fair Association of Jackson County from July 29, 2021 to August 1, 2021 at the Jackson County Fairgrounds.

Board Action 21-140: Approve a one-year lease renewal effective June 1, 2021 to May 31, 2022 between the County and Doug Dean for the Robertson House.

Board Action 21-141: Approve centralizing and decreasing the number of credit cards in Public Works and allowing an increase on the limits of the remaining credit cards as presented.

	Current:	Change To:
Tim Stahl	\$ 1,000	\$3,000 Office
Brenda Fischer	\$500	
Dave Macek	\$500	
Jared Baloun	\$500	
Kayle Koep	\$1,500	\$2,000 Shop
Cole Rossow	\$500	\$1,000 Maintenance
Jeremy Bartosh		\$1,000 Parks
Dave Luhmann*	\$500	
Jacqueline Knips*	\$500	
	\$5,500	\$7,000

Cards assigned to Dave Luhmann and Jacqueline Knips were cancelled.

Resolution 21-028: Approve resolution of final payment to Minnerath Construction Company, Inc., related to the work on SAP 032-604-049, grading and culvert replacement on CSAH 4 from CSAH 9 South to CR 67.

RESOLUTION 21-028

WHEREAS: Contract No. SAP 032-604-049 has in all things been completed, and the County Board being fully advised in the premises,

NOW THEN BE IT RESOLVED, that we do hereby accept said completed project for and in behalf of the Jackson County Highway Department and authorize final payment as specified herein.

Adopted this 18th day of May 2021

James Eigenberg, Chair

ATTEST: _____
Janice Fransen, Interim County Coordinator (SEAL)

AUDITOR/TREASURER

Motion was made by Commissioner Hohenstein and seconded by Commissioner Wachal to adopt Board Action 21-142: Approve submission for American Rescue Plan (ARP) funds in the

amount of \$1,912,470 and appoint Kevin Nordquist, County Auditor/Treasurer, as the authorized representative to sign the certification document. The motion carried unanimously.

COUNTY ATTORNEY

Motion was made by Commissioner McClure and seconded by Commissioner Eigenberg to adopt Board Action 21-143: Approve Reclassification of the Office Manager-Legal Secretary position from Grade 10 to Grade 11 on the County's Compensation Plan, and approve Reclassification of the Legal Assistant position from Grade 8 to Grade 9 on the County's Compensation Plan. The motion carried unanimously.

Motion was made by Commissioner Hohenstein and seconded by Commissioner Wachal to adopt Board Action 21-144: Approve authorizing the County Coordinator/Administrator to advertise and fill one (1) Legal Assistant position in the Jackson County Attorney's Office. The motion carried unanimously.

COUNTY COORDINATOR

Motion was made by Commissioner McClure and seconded by Commissioner Wachal to adopt Board Action 21-145: Approve County Administrator Employment Agreement with Ryan Krosch effective June 7, 2021. Voting for the motion were Commissioners McClure, Wachal, Eigenberg and Hohenstein; voting against the motion was Commissioner Nasby. The motion carried.

UNITED COMMUNITY ACTION PARTNERSHIP

Motion was made by Commissioner Nasby and seconded by Commissioner Hohenstein to adopt Board Action 21-146: Approve payment of administrative fee of \$1,776.80 originally requested by the Worthington HRA in January, 2019, on condition they resume administrative services in Jackson County. The motion carried unanimously.

BUILDING COMMITTEE

Motion was made by Commissioner McClure and seconded by Commissioner Hohenstein to adopt Board Action 21-147: Approve going to bid with the construction documents as presented by Wold Architects and Engineers for the Government Center West Addition and Remodel project. The motion carried unanimously.

Motion was made by Commissioner Wachal and seconded by Commissioner Nasby to adopt Board Action 21-148: Approve Building Committee recommendation to accept the lowest responsible quote for the Couthouse VAV Heating Coil Replacement project. The motion carried unanimously.

BOARD OF COMMISSIONERS

Motion was made by Commissioner Wachal and seconded by Commissioner McClure to adopt Board Resolution 21-029: Approve Resolution 21-029 rescinding certain restrictions such as

requiring masks while in County Buildings, prohibiting physical accessibility by the public to County offices, and various emergency personnel policies. The motion carried unanimously.

County of Jackson)
) SS.
State of Minnesota)

**RESOLUTION 21-029 APPROVING
REPEALING PREVIOUS RESOLUTIONS RELATED TO THE PUBLIC HEALTH
EMERGENCY PANDEMIC AS RELATED TO COVID-19**

WHEREAS, Various Emergency Executive Orders have been issued beginning with 20-01 signed on March 13, 2021 and have been imposed by the State of Minnesota to help slow the spread of the COVID-19 virus; and

WHEREAS, the Jackson County Board of Commissioners adopted various Resolutions in order to comply with those Executive Orders, related to building access, employee health, work from home, use of masks and other issues related to the pandemic; and

WHEREAS, on Thursday, May 13, 2021 the Centers for Disease Control (CDC) updated their guidance as follows:

“Update that fully vaccinated people no longer need to wear a mask or physically distance in any setting, except where required by federal, state, local, tribal, or territorial laws, rules, and regulations, including local business and workplace guidance; and

WHEREAS, on Friday, May 14, 2021 Governor Tim Walz issued Emergency Executive Order 21-23 repealing the “mask mandate” for those individuals who have been fully vaccinated and strongly encouraging those who have not been vaccinated to wear a face covering; and

WHEREAS, Governor Walz previously issued Emergency Executive Order 20-21 on Thursday, May 6, 2021 repealing most of the restrictions related to the pandemic.

NOW, THEREFORE, BE IT RESOLVED, that the Jackson County Board of Commissioners has reviewed the current state of issues surrounding the public health emergency pandemic and direct the following:

- 1) Repeals the requirement to wear a mask in any county building for those who are fully vaccinated, and encourages those who have not been vaccinated to follow Minnesota Department of Health (MDH) and CDC guidelines until they are fully vaccinated; and
- 2) Returns all County Offices to normal established working hours; and
- 3) Authorizes all signage related to the wearing of masks in county buildings and related to access of county offices to be removed; and
- 4) Re-affirms authorizing County Department Heads to be able to direct employees that are sick to go home and follow CDC recommendations about when they can return to work, authorizing the Coordinator/Administrator to be able to direct Department Heads that are sick to go home and follow CDC recommendations about when they can return

to work and authorizing the personnel committee to be able to direct the County Coordinator/Administrator to go home when sick and follow CDC recommendations about when he/she can return to work; and

- 5) Authorizes County Department Heads to leave in place any special safeguards established or installed to protect employees, provided they do not interfere with normal operations or service to the public.

Passed and adopted by the Board of Commissioners of the County of Jackson, Minnesota this 18th day of May 2021.

James Eigenberg, Chair
Jackson County Board of Commissioners

ATTEST:

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

BOARD REPORTS

Commissioner Wachal reported on meetings/events involving Des Moines Valley Health and Human Services (DVHHS) Regular Board Meeting, MCIT Personnel Committee and MCIT Regular Board Meeting.

Commissioner Nasby reported on meetings/events involving DVHHS Executive Committee, One Watershed One Plan, Fair Board, Southwest Mental Health Center, DVHHS Regular Board Meeting and Prairie Ecology Bus Center.

Commissioner McClure reported on meetings/events involving DVHHS Executive Committee, Southwest Mental Health Center, DVHHS Regular Board Meeting and Building Committee.

Commissioner Eigenberg reported on meetings/events involving Heron Lake City Council, Fort Belmont, DVHHS Regular Board Meeting, Greater Blue Earth River Basin Alliance, and Building Committee.

Commissioner Hohenstein reported on meetings/events involving Prime West, DVHHS Regular Board Meeting and Library Board.

ADJOURN

Motion was made by Commissioner Nasby and seconded by Commissioner Eigenberg to adjourn the meeting at 10:48 a.m. The motion carried unanimously.

JACKSON COUNTY BOARD OF COMMISSIONERS

James Eigenberg, Chair

ATTEST: _____
Janice Fransen, Interim County Coordinator