

# PROCEEDINGS OF THE COUNTY BOARD OF JACKSON COUNTY, MINNESOTA

May 4, 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 4, 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 Nasby and seconded by Commissioner Hohenstein to adopt the agenda. The motion carried unanimously.**

## CONSENT AGENDA

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

Board Action 21-112: Approve the April 20, 2021 Board of Commissioners regular meeting minutes.

Board Action 21-113: Approve the April 27, 2021 Board of Commissioners special meeting minutes.

Board Action 21-114: Approve all Commissioner disbursements in accordance with Minnesota Statutes 130.01, subd. 4(b), recorded on warrants numbered 95066 through 95210 in the amount of \$731,575.19. For the following funds: Revenue, \$60,410.11; Public Works, \$211,245.08; Ditch, \$454,980.78; Library Fund, \$2,774.12; and Taxes and Penalties, \$2,165.10. A detailed list of claims paid is available at the Auditor/Treasurer's office upon request.

Vendor	Total Amount
M & K Bridge Construction, Inc.	162,838.81
Heron Lake Watershed District	139,891.46
TORDSEN/KEITH R	70,121.21
JO'S FAMILY FARMS LLC	65,187.49
City Of Lakefield	59,180.50
H2Over Viewers LLC	26,677.08
Wold Architects And Engineers	14,827.48
Holtmeier Construction Inc	13,620.00
Bauer/David	10,433.50
BURESCH/MICHAEL A	9,377.50

SVOBODA/DAVID	9,234.50
VOSS/LEON	8,123.50
Svoboda/Doyle	7,205.00
BAILEY/GARY D & DEBRA	6,726.50
Marsden Bldg Maintenance LLC	6,638.43
WEDEKING/DARLENE E	6,627.50
JERLOW/LINDA	6,286.50
CLARENCE J SCHUMANN TRUST	5,131.50
IHNEN FAMILY FARMS	5,020.64
Locators & Supplies, Inc	4,631.00
HODNEFIELD/JUDITH G	4,405.50
DOROTHY FRICKE TRUST	4,345.00
Advanced Drainage Systems	4,157.75
Minnesota Energy Resources	4,143.18
H & L Mesabi	3,950.00
VOSS/STEVEN	3,322.00
S & J Cleaning	3,309.25
Heppner Consulting, INC	3,249.81
Generator System Services Inc	3,207.40
MEnD Correctional Care PLLC	3,199.23
Rockmount Research And Alloys Inc	2,826.86
Force America	2,735.51
POHLMAN/ELAINE	2,634.50
LEHMKUHL/LAUREL J	2,387.00
Sanford Health - Sioux Falls	2,303.75
Livewire Printing Co	2,201.80
<hr/>	
<b>36 Claims Over \$2000</b>	<b>690,158.64</b>
<b>101 Claims Under \$2000</b>	<b>41,416.55</b>

Board Action 21-115: Approve utility permits:  
Lumen dba CenturyLink – Buried Fiber – CSAH 12  
Branagen Powers – Reshape Ditch – CSAH 17

Board Action 21-116: Approve Jackson Racing Hall of Fame application for exempt permit, with no waiting period, for a raffle to be held at the Jackson Motorplex on May 14, 2021.

Board Action 21-117: Approve authorized signers for Bank Midwest accounts, as presented.

Board Action 21-118: Approve wage step increase for Josh Bretzman (Maintenance Crew Chief), setting wage at \$23.82 per hour, effective with the payroll period that begins May 16, 2021, and per the successful completion of the evaluation period that ended May 3, 2021.

Board Action 21-119: Approve wage step increase for Mark Thaemlitz (Highway Equipment Operator), setting wage at \$20.34 per hour, effective with the payroll period that begins May 2, 2021, and per the successful completion of the evaluation period that ended April 29, 2021.

Board Action 21-120: Approve wage step increase for Sonja Peters (Jailer/Dispatcher), setting wage at \$21.67 per hour, effective with, and retroactive to, the payroll period that begins May 2, 2021, and per the successful completion of the evaluation period that ended May 2, 2021.

Board Action 21-121: Approve authorizing an increase in the credit card of the Library Administrator, Carrie Dose, with a \$2,000.00 credit limit.

### **MINNESOTA DEPARTMENT OF CORRECTIONS**

**Motion was made by Commissioner Nasby and seconded by Commissioner Wachal** to adopt Board Action 21-122: Approve State of Minnesota income contract proposal (as related to the provision of the Sentence to Service Program), as presented. The motion carried unanimously.

### **LAND MANAGEMENT**

**Motion was made by Commissioner McClure and seconded by Commissioner Hohenstein** to adopt Board Action 21-123: Approve Interim Use Permit, for Michels Corporation, for a Temporary Concrete Batch Plant, and per the recommendation of the Planning Commission with the following conditions:

1. Shall implement best management practices to keep dust leaving the site to a minimum.
2. Shall meet all MPCA noise level requirements during the hours of operation.
3. Shall return site to its original condition (landowner's preference) prior to the permits expiration date.
4. Hours of operation shall be from 6 am until 9 pm.
5. All refuse and waste materials will be disposed of in the proper manner. No on-site burial allowed of any materials.
6. Any bulk oil or fuels stored on-site will require an adequate temporary containment barrier.
7. The applicant shall coordinate with MnDOT traffic engineers to coordinate proper trucks hauling signage prior to the project start.
8. All County, State, and Federal laws, regulations, and ordinances shall be complied with and all necessary permits and licensures, including, but not limited to any permits that may be required by Minnesota Pollution Control Agency, Minnesota Department of Natural Resources or Jackson County shall be maintained.
9. This Interim Use Permit will expire on December 1, 2021.

The motion carried unanimously.

## **AUDITOR/TREASURER**

**Motion was made by Commissioner Hohenstein and seconded by Commissioner Nasby** to adopt Board Action 21-124: Approve the purchase of DebtBook, as presented. The motion carried unanimously.

## **BOARD OF COMMISSIONERS APPOINTMENTS**

**Motion was made by Commissioner McClure and seconded by Commissioner Hohenstein** to adopt Board Action 21-125: Approve appointment of Micky Masters to the Revolving Loan Fund Advisory Board (Wilder Community Appointment) for a three year term to expire May 18, 2024. The motion carried unanimously.

**Motion was made by Commissioner Wachal and seconded by Commissioner Nasby** to adopt Board Action 21-126: Approve appointment of Sara Dvorak to the Revolving Loan Fund Advisory Board (Jackson Community Appointment) for a three year term to expire May 18, 2024. The motion carried unanimously.

## **COUNTY COORDINATOR**

**Motion was made by Commissioner McClure and seconded by Commissioner Wachal** to adopt Board Action 21-127: Approve a limited waiver of attorney-client confidentiality and privilege solely to furnish the County Attorney's contract legal review of the proposed County Administrator employment agreement to Ann Goering, retained employment law attorney for Jackson County, to obtain an employment law review while maintaining and not waiving the privilege generally, preserving confidentiality under Minnesota's Government Data Practices Act. The motion carried unanimously.

**Motion was made by Commissioner Wachal and seconded by Commissioner McClure** to adopt Board Action 21-128: Approve authorizing the Interim County Coordinator to approve routine change orders for the Courthouse Exterior Improvements Project. The motion carried unanimously.

## **PUBLIC WORKS**

**Motion was made by Commissioner Eigenberg and seconded by Commissioner Nasby** to adopt Board Action 21-129: Approve authorizing the Coordinator's Office to fill a second Heavy Equipment Operator-Seasonal Summer position. The motion carried unanimously.

## **BOARD REPORTS**

Commissioner Wachal reported on meetings/events involving drainage ditch issues, Association of Minnesota Counties legislative updates, April 27, 2021 Special County Board meeting and various, County personnel committee meetings.

Commissioner Nasby reported on meetings/events involving drainage ditch issues, Des Moines Valley Health & Human Services (DVHHS) Executive Committee and the April 27, 2021 Special County Board meeting.

Commissioner McClure reported on meetings/events involving drainage ditch issues, courthouse exterior project pre-construction issues, DVHHS Executive Committee, April 27, 2021 Special County Board meeting and various, County personnel committee meetings.

Commissioner Eigenberg reported on meetings/events involving drainage ditch issues, Heron Lake Watershed District, Greater Blue Earth River Basin Alliance, Planning & Zoning and the April 27, 2021 Special County Board meeting.

Commissioner Hohenstein reported on meetings/events involving drainage ditch issues, Historical Society, Plum Creek Library System and the April 27, 2021 Special County Board meeting.

**CLOSED MEETING**

**Motion was made by Commissioner Hohenstein and seconded by Commissioner McClure** to close the meeting at approximately 9:43 a.m. and as permitted by Minnesota Statutes Section 13D.05(3)(b), under attorney-client privilege. The motion carried unanimously.

**Motion was made by Commissioner McClure and seconded by Commissioner Wachal** to re-open the meeting at approximately 10:28 a.m. The motion carried unanimously.

**ADJOURN**

**Motion was made by Commissioner Hohenstein and seconded by Commissioner Nasby** to adjourn the meeting at 10:29 a.m. The motion carried unanimously.

JACKSON COUNTY BOARD OF COMMISSIONERS

---

James Eigenberg, Chair

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