

**PROCEEDINGS OF THE COUNTY BOARD OF JACKSON COUNTY, MINNESOTA**

**May 5, 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 May 5, 2020. The following members of the Jackson County Board of Commissioners were present: Catherine Hohenstein, James Eigenberg, Scott McClure, Don Wachal and Philip Nasby. County Coordinator Steven Duncan and Trish Schulz, Deputy County Coordinator, were also in attendance.

**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 Wachal** 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 20-109: Approve the April 21, 2020 Board of Commissioners regular meeting minutes.

Board Action 20-110: Approve all Commissioner disbursements in accordance with Minnesota Statutes 130.01, subd. 4(b), recorded on warrants numbered 91590 through 91689 in the amount of \$285,373.62. For the following funds: General Revenue, \$211,277.07; Road & Bridge/Public Works, \$61,385.27; Ditch, \$7,121.41; Agency, \$3,265.00; Library, \$343.25; and Taxes and Penalties, \$1,981.62. A complete listing of the claims is available upon request at the Auditor/Treasurer’s office.

Claims over \$2,000.00:

Gag Sheet Metal, Inc.	\$ 114,783.75
Brennan Construction of MN, Inc.	\$ 20,425.00
Jackson Co Fair Board	\$ 20,000.00
Brock White Co LLC.	\$ 13,327.22
Staples Oil	\$ 12,054.84
Dell Marketing	\$ 9,142.45
Minnesota Paving & Materials	\$ 7,240.48
Duinick Incorporated	\$ 6,833.93
American Solutions For Business	\$ 6,279.70
H2Over Viewers LLC	\$ 6,076.56
Further-VEBA	\$ 5,438.56
Stonebrooke Eng. Resp. Solutions	\$ 4,819.08
Minnesota Energy Resources	\$ 4,286.88
Jackson Good Samaritan Center	\$ 4,117.50

Treasury Division Of MN Dept Of Finance	\$	3,265.00
Corporate Payment Systems	\$	3,112.28
Amazon Capital Services	\$	2,628.26
Wildlife Forever	\$	2,500.00
Jackson Soil Water Cons District	\$	2,391.38
Verizon Wireless	\$	2,140.72
Dakota Supply Group	\$	2,113.91
Equipment Blades Inc.	\$	2,071.00
<b>Total Claims over \$2000</b>		<b>\$ 255,048.50</b>

**76 Claims Under \$2000      \$ 30,325.12**

Board Action 20-111 : Approve 2020 Fair Association appropriation (second/final installment) in the amount of \$20,000.00.

Board Action 20-112: Approve Brennan Construction of MN, Inc., from Mankato, Minnesota, payment application #1 as related to Courthouse re-roof and mechanical upgrade project, in the amount of \$20,425.00.

Board Action 20-113: Approve Gag Sheet Metal, Inc., from New Ulm, Minnesota, payment application #1 as related to Courthouse re-roof and mechanical upgrade project, in the amount of \$114,783.75.

Board Action 20-114: Declare unit #75, Case IH JX 95 tractor, as surplus equipment.

Board Action 20-115: Approve one year renewal of “Robertson House” lease agreement, from June 1, 2020 to May 31, 2021 with tenants as listed, for the rent amount of \$375.00 per month.

### **SOUTHWEST MINNESOTA BROADBAND**

Travis Thies, General Manager of Southwest Minnesota Broadband, was in attendance and gave a presentation to the Board regarding the Rural Digital Opportunity Fund, a Federal Communications Commission program.

### **PUBLIC WORKS**

Discussion was held regarding County Parks and Campgrounds as related to closures and restrictions due to the COVID 19 situation. There was discussion about following the State of Minnesota’s actions as related to State parks and campgrounds. Parks Supervisor Jeremy Bartosh was directed by the Board to prepare a feasibility study regarding seasonal (or construction worker) camping to assist that population of workers during this time.

**Motion was made by Commissioner McClure and seconded by Commissioner Eigenberg** to adopt Board Action 20-116: Designating Commissioner Nasby to assist Public Works/Parks make decisions on opening the County parks and campgrounds due to his knowledge and experience in this topic area and as related to the COVID 19 situation. The motion carried unanimously.

**Motion was made by Commissioner Wachal and seconded by Commissioner Hohenstein** to adopt Board Action 20-117: Approve 2020 asphalt and aggregate quotes, as presented. The motion carried unanimously.

**BOARD OF COMMISSIONERS**

**Motion was made by Commissioner Eigenberg and seconded by Commissioner Wachal** to adopt Board Action 20-118: Approve re-appointment of Public Works Director/County Highway Engineer Tim Stahl for a four-year term expiring at the first meeting to be held in May, 2024. The motion carried unanimously.

**Motion was made by Commissioner Hohenstein and seconded by Commissioner Wachal** to adopt Board Action 20-119: Approve re-appointment of Jesse Ackerman to the Revolving Loan Fund Advisory Board (Lakefield Community Appointment) for a three year term to expire May 18, 2023. The motion carried unanimously.

**Motion was made by Commissioner Nasby seconded by Commissioner Wachal** to adopt Board Action 20-120: Approve re-appointment of Paul Meium to the Revolving Loan Fund Advisory Board (Alpha Community Appointment) for a three year term to expire May 18, 2023. The motion carried unanimously.

**COUNTY COORDINATOR**

County Coordinator Duncan gave an update on the status of the County Assessor position vacancy informing that the County had received one application for the position in which the person met the minimum qualifications for the position. He informed that an interview would be conducted May 8, 2020.

**Motion was made by Commissioner Wachal and seconded by Commissioner Nasby** to adopt Board Resolution 20-020: Extension of a directive of the Jackson County Personnel Committee as applicable and as impacted by Emergency Executive Order 20-48 (Stay at Home Order). The motion carried unanimously.

County of Jackson            )  
  ) SS.  
State of Minnesota         )

**RESOLUTION 20-020 APPROVING THE EXTENSION OF A DIRECTIVE OF THE JACKSON COUNTY PERSONNEL COMMITTEE AS APPLICABLE AND AS IMPACTED BY EMERGENCY EXECUTIVE ORDER 20-48 (STAY AT HOME ORDER)**

**WHEREAS**, the United States and State of Minnesota are under state and federal emergency declarations due to the COVID-19 pandemic; and

**WHEREAS**, a stay at home directive, per Emergency Executive Order 20-48 was established beginning on Sunday, May 3, 2020 at 11:59 p.m. through Sunday, May 17, 2020 at 11:59 p.m., and has 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 Board Action 20-085 was approved on March 17, 2020, authorizing the Jackson County Personnel Committee to implement temporary personnel policies as may be deemed needed to address personnel issues as caused by the Coronavirus (COVID 19) pandemic; and

**WHEREAS**, the Jackson County Personnel Committee issued a directive to all employees on

April 10, 2020, attached herein as Exhibit “A”, and informed that “This directive shall be in effect beginning on Friday, April 10, 2020 at 5:00 p.m., until reviewed by the full County Board at their April 21, 2020 regular meeting”; and

**WHEREAS**, the Jackson County Board of Commissioners passed Resolution 20-019, extending the directive of the Jackson County Personnel Committee as applicable at their April 21, 2020 regular meeting and to be reviewed at the May 5, 2020 regular meeting of the Jackson County Board of Commissioners to evaluate the applicability of the directive at that time; and

**WHEREAS**, the directive of the Jackson County Personnel Committee has been reviewed and is considered to still be applicable as impacted by Emergency Executive Order 20-48;

**NOW, THEREFORE, BE IT RESOLVED**, that the Jackson County Board of Commissioners approves that the April 10, 2020 directive of the Jackson County Personnel Committee, attached herein as Exhibit “A”, is hereby extended, as applicable, and shall be reviewed at the May 19, 2020 regular meeting of the Jackson County Board of Commissioners to evaluate the applicability of the directive at that time.

Passed and adopted by the Board of Commissioners of the County of Jackson, Minnesota this 5th day of May 2020.

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Scott McClure, Chair  
Jackson County Board of Commissioners

ATTEST:

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

### **BOARD REPORTS**

Commissioner Nasby reported on meetings/events involving United Community Action Partnership.

Commissioner McClure reported on meetings/events involving the County Personnel Committee.

Commissioner Eigenberg reported on meetings/events involving the Library Board.

Commissioner Hohenstein reported on meetings/events involving City of Lakefield City Council.

Commissioner Wachal reported on meetings/events involving the County Personnel Committee.

**ADJOURN**

**Motion was made by Commissioner Nasby and seconded by Commissioner Hohenstein** to adjourn the meeting at 10:52 a.m. The motion carried unanimously.

JACKSON COUNTY BOARD OF COMMISSIONERS

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Scott McClure, Chair

ATTEST: 

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Steven Duncan, County Coordinator