

PROCEEDINGS OF THE COUNTY BOARD OF JACKSON COUNTY, MINNESOTA

November 17, 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 November 17, 2020. The following members of the Jackson County Board of Commissioners were present: Catherine Hohenstein, James Eigenberg, Scott McClure and Don Wachal. County Coordinator Steven Duncan and Trish Schulz, Deputy County Coordinator, were also in attendance. Commissioner Philip Nasby was unable to attend.

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 Hohenstein and seconded by Commissioner Wachal to adopt the agenda, per revision #2. The motion carried with four “ayes”, no “nays” and one “absent” (Nasby).

CONSENT AGENDA

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

Board Action 20-288: Approve the November 3, 2020 Board of Commissioners regular meeting minutes.

Board Action 20-289: Approve all Commissioner disbursements in accordance with Minnesota Statutes 130.01, subd. 4(b), recorded on warrants numbered 93441 through 93590 in the amount of \$856,626.13. For the following funds: General Revenue, \$219,913.77; Road & Bridge/Public Works, \$222,729.02; and Ditch, \$413,983.34. A complete listing of the claims is available upon request at the Auditor/Treasurer’s office.

Litzau Farm Drainage Inc	\$ 296,910.40
Rihm Kenworth	\$ 80,141.77
Heron Lake Watershed District	\$ 64,140.66
Heron Lake - Okabena School Isd 330	\$ 60,000.00
Jackson Co Central School District 2895	\$ 60,000.00
R & G Construction	\$ 56,708.78
I & S Group Inc	\$ 50,176.34
Minnesota Paving & Materials	\$ 26,607.90
Duininck Incorporated	\$ 26,336.43
Wold Architects And Engineers	\$ 16,479.63
Agco Corp	\$ 13,984.34

Jackson/City Of	\$	9,240.58
Marsden Bldg Maintenance LLC	\$	6,146.80
Livewire Printing Co	\$	4,998.22
Bauer Built	\$	3,872.00
Ziegler Inc	\$	3,696.59
Stonebrooke Eng Resp Solutions	\$	3,513.75
Sandve/Carol	\$	3,300.00
MEnD Correctional Care PLLC	\$	3,136.50
New Vision Co-op	\$	3,107.50
Sanford USD Medical Center	\$	3,090.00
Valley Asphalt Products Inc	\$	2,953.50
Shi Corp	\$	2,844.27
SeaChange Print Innovations	\$	2,686.32
Staples Oil	\$	2,560.59
A1 Woodworking LLC	\$	2,466.00
Ruby/Dan	\$	2,253.31
Total Claims over \$2,000		\$ 811,352.18
115 Claims Under \$2,000		\$ 45,273.95

Board Action 20-290: Approve utility permits:

Minnesota Energy Resources – Gas Line Retirement – CSAH 14 – Des Moines Township
Murphy Farms – Drainage Tile – CSAH 9 – Sioux Valley Township

Board Action 20-291: Approve authorizing the issuance of a County credit card for Public Works/Parks Department, Tanner McClain – Assistant Highway Maintenance Supervisor, with a \$500 credit limit.

Board Action 20-292: Approve acceptance of funds per the Fiscal Year 2021 Natural Resources Bock Grant, Subsurface Sewage Treatment Systems Grant Agreement.

Board Action 20-293: Approve personnel request authorizing County Coordinator’s office to fill Public Works Department, Heavy Equipment Operator position (full-time).

Board Resolution 20-245: Approve and authorize Jackson County Attorney Thomas J. Prochazka as an authorized user and signer of the Master Subscriber Agreement for Minnesota Court Data Services for Government Agencies.

**JACKSON COUNTY, MINNESOTA
RESOLUTION 20-245**

WHEREAS, the County of Jackson desires to improve efficiencies through participating in a more efficient court process with the Minnesota Judicial Branch; and,

WHEREAS, as the Minnesota Judicial Branch moves towards a more efficient court process, the eCourtMN initiative is committed to ensuring that non-court governmental agencies have appropriate access to court records and documents; and

WHEREAS, Jackson County Attorney's Office desires to subscribe to Minnesota Court Data Services Program.

NOW, THEREFORE, BE IT RESOLVED that the Jackson County Board of Commissioners approves and authorize Thomas Prochazka, Jackson County Attorney, to sign the Master Subscriber Agreement for Minnesota Court Data Services for Governmental Agencies.

Duly passed and adopted this 17th day of November, 2020.

Scott McClure, Chair

ATTEST: _____
Steven Duncan, County Coordinator
(SEAL)

PUBLIC WORKS

Motion was made by Commissioner Wachal and seconded by Commissioner Hohenstein to adopt Board Action 20-294: Approve authorizing the Engineer to ward project SAP 032-624-037, to Knife River of Sauk Rapids, Minnesota, for the bid amount of \$1,055,505.52 (Related to Bituminous Mill and Overlay on CSAH 24 from Zeh Ave. to Highway 60). The motion carried with four "ayes", no "nays" and one "absent" (Nasby).

Motion was made by Commissioner Eigenberg and seconded by Commissioner Wachal to adopt Board Action 20-295: Approve intent to purchase a 2021 Caterpillar 950M-BR wheel loader, from Ziegler of Marshall, Minnesota, for the price of \$250,670 (including trade) under State Contract #171599. The motion carried with four "ayes", no "nays" and one "absent" (Nasby).

Public Works Director Tim Stahl presented a map showing Jackson County plow routes for the Board's information.

COUNTY COORDINATOR

Motion was made by Commissioner Hohenstein and seconded by Commissioner Eigenberg to adopt Board Action 20-296: Approve agreement for 2021 services with Southwest Regional Development Commission (Related to administering the Jackson County revolving loan fund). The motion carried with four "ayes", no "nays" and one "absent" (Nasby).

Motion was made by Commissioner Hohenstein and seconded by Commissioner Wachal to adopt Board Action 20-297: Approve 2021 Mechanical and Automation Customer Support Agreement between Jackson County and NAC Mechanical and Electrical Services and authorize County Coordinator to sign agreement. The motion carried with four “ayes”, no “nays” and one “absent” (Nasby).

Motion was made by Commissioner Eigenberg and seconded by Commissioner Wachal to adopt Board Action 20-298: Approve court appointed attorney contract with Brittany Sandager from January 1, 2021 to December 31, 2021. The motion carried with four “ayes”, no “nays” and one “absent” (Nasby).

Motion was made by Commissioner McClure and seconded by Commissioner Eigenberg to adopt Board Action 20-299: Approve court appointed attorney contract with Sandy Law Firm, PC from January 1, 2021 to December 31, 2021. The motion carried with four “ayes”, no “nays” and one “absent” (Nasby).

Motion was made by Commissioner Wachal and seconded by Commissioner Hohenstein to adopt Board Action 20-300: Approve 2021 contract with Jackson County Development Achievement Center to provide custodial services and authorize the County Coordinator to sign the contract. The motion carried with four “ayes”, no “nays” and one “absent” (Nasby).

BOARD OF COMMISSIONERS

Discussion was held regarding the County organizational structure and centered on whether the Board should retain the Coordinator position in some form or move toward the Administrator form of government prevalent in other Minnesota counties. The Board directed the Coordinator to contact David Drown Associates to see if a consultant was available to appear before the Board at an upcoming meeting so as to discuss the pros and cons of the Coordinator versus Administrator concept.

BOARD REPORTS

Commissioner McClure reported on meetings/events involving the Des Moines Valley Health and Human Services (DVHHS) Personnel committee, Missouri River Water Basin One Watershed/One Plan Policy Committee, Fairbault/Martin/Jackson Drug Court Steering Committee, Southwest Mental Health Center Governing Board, DVHHS Joint Powers Board and Extension Committee.

Commissioner Eigenberg reported on meetings/events involving the DVHHS Personnel Committee, Heron Lake City Council, Extension Committee, Association of MN Counties (AMC) General Government Policy Committee and Library Board.

Commissioner Wachal reported on meetings/events involving the AMC Transportation Policy Committee, AMC District 8, DVHHS Joint Powers Board and MN Counties Intergovernmental Trust Executive Committee.

Commissioner Hohenstein reported on meetings/events involving Judge Sherry Haley’s Investiture and DVHHS Joint Powers Board.

Chair McClure recessed the Board meeting at 10:10 a.m. Chair McClure reconvened the Board meeting at 10:58 a.m.

WOLD ARCHITECTS AND ENGINEERS

Representatives of Wold Architects & Engineers, appearing via interactive TV/Zoom, engaged the Board in discussion regarding the building space needs of the Board as part of the County’s facility master planning.

Motion was made by Commissioner Hohenstein and seconded by Commissioner Wachal to adopt Board Action 20-301: Approve acceptance of proposal from Sunde Land Surveying LLC, in the amount of \$9,600.00, to perform a site survey for the Government West Building. The motion carried with four “ayes”, no “nays” and one “absent” (Nasby).

ADJOURN

Motion was made by Commissioner Eigenberg and seconded by Commissioner Wachal to adjourn the meeting at 11:28 a.m. The motion carried with four “ayes”, no “nays” and one “absent” (Nasby).

JACKSON COUNTY BOARD OF COMMISSIONERS

Scott McClure, Chair

ATTEST: _____
Steven Duncan, County Coordinator