

WATONWAN COUNTY BOARD  
JANUARY 7, 2020  
9:00 A.M.

The Watonwan County Board of Commissioners met in regular session on January 7, 2020 at 9:00 A.M. in the Commissioners' Meeting Room of the Courthouse, City of St. James. The following Board members were present: Jim Branstad, Raymond Gustafson, Bill Miller, Bob Rinne and Kathleen Svalland. The meeting was called to order by County Auditor/Treasurer Kelly Pauling and opened with the Pledge of Allegiance.

Branstad moved, Miller seconded and the motion passed unanimously, to nominate Commissioner Gustafson as Chairman.

Branstad moved, Rinne seconded and the motion passed unanimously, to cease nominations and cast a unanimous ballot for Commissioner Gustafson as Chairman for 2020.

Branstad moved, Rinne seconded and the motion passed unanimously, to nominate Commissioner Svalland as Vice-Chair.

Branstad moved, Miller seconded and the motion passed unanimously, to cease nominations and cast a unanimous ballot for Commissioner Svalland as Vice-Chair for 2020.

Rinne moved, Branstad seconded and the motion passed unanimously, to approve the minutes of the December 17 regular meeting.

Branstad moved, Rinne seconded and the motion passed unanimously, to approve the Agenda as amended.

Bryan Stading from the Regional Center for Entrepreneurial Facilitation (RCEF) was present to review highlights from the past months. He reviewed the free services they offer in the nine counties and noted that they utilize independent contractors for various services.

Facilities Manager Matt Durham was present to review quotes for remodeling the License Center. The work would include replacing the counter and putting in a glass partition, with three individual windows with privacy dividers. There will also be a handicap accessible window on the side. The following quotes were received:

<u>VENDOR</u>	<u>AMOUNT</u>
L & B Contractors	\$15,975.00
Warren Stevens	\$ 5,773.58
Construction and Fairmont Glass	\$ 6,725.00

Branstad moved, Rinne seconded and the motion passed unanimously, to approve accepting the quotes of Warren Stevens in the amount of \$5,773.58 and Fairmont Glass and Sign in the amount of \$6,725.00 for a combined cost of \$12,498.58 for the License Center remodeling project.

Chairman Gustafson expressed his intent to make motions and vote.

Svalland moved, Gustafson to approve payment of bills as audited and filed in the County Auditor/Treasurer's Office as follows by fund: General Fund—\$318,501.04; Solid Waste Fund—\$11,541.66; Road and Bridge Fund—\$785.70; Health and Human Services—\$37,150.00; Soil & Water Conservation—\$1,178.55; Ditch Fund—\$157.50; Agency Fund—\$125.00; and the Road and Bridge Fund—\$8,019.58; and to ratify payment of 2019 year-end bills as follows: General Fund—\$46,088.11; Soil & Water Conservation—\$194.98; Ditch Fund—\$18,871.20; and the Road and Bridge Fund—\$18,491.70.

2020 AMC delegates: all County Board members, County Auditor/Treasurer Kelly Pauling, Public Works Director Teal Spellman, and Human Services Director Naomi Ochsendorf.

Svalland moved, Miller seconded and the motion passed unanimously, to approve signing of the Voting Equipment Grant Agreement Reallocation Amendment which shifted additional funds to the purchase of Electronic Rosters, and must be spent by February 28.

Miller moved, Rinne seconded and the motion passed unanimously, to approve a Solid Waste Hauling License for Certified & Diversified Services LLC.

Svalland moved, Branstad seconded and the motion passed unanimously, to approve issuing a 2020 Tobacco License for Casey's General Store in Butterfield.

Branstad moved, Gustafson seconded and the motion passed unanimously, to approve County Auditor/Treasurer Kelly Pauling's signing of the Refugee Resettlement County Consent.

Branstad moved, Svalland seconded and the motion passed unanimously, to approve the Training Requests submitted by Julie Peterson, Kelly Pauling and David Haler.

Miller moved, Rinne seconded and the motion passed unanimously, to approve the contract with Onsolve for CodeRED services in the amount of \$10,921.00, a portion of which is billed to the Cities of St. James and Madelia.

Branstad moved, Svalland seconded and the motion passed unanimously, to approve the appointment of Grace Brehmer as Branch Library Assistant for the Lewisville Library.

Branstad moved, Gustafson seconded and the motion passed unanimously, to approve the appointment of Erik Noren as Mechanic for Public Works.

Miller moved, Svalland seconded and the motion passed unanimously, to approve annual pay step increases for Caleb Curry, Ross Henderson, Shay Forstrom, Amanda Petermann, Neil Wiederhoeft and Dean Swenstad.

Social Services Supervisor Joan Stordalen was present to request approval of the Children's Mental Health Screening grant contract with the State. The grant in the amount of \$5,149.00 covers screenings on child welfare and out-of-home placements.

Rinne moved, Svalland seconded and the motion passed unanimously, to approve Human Services Chairman Branstad's signing of the Children's Mental Health Screening Grant contract.

Commissioner Branstad reported on the Minnesota Rural Counties meeting.

Public Works Director Teal Spellman was present and reviewed her request to attend the Minnesota Transportation Conference.

Branstad moved, Gustafson seconded and the motion passed unanimously, to approve the training request submitted by Teal Spellman.

A quote was received from Road Groom Manufacturing for the purchase of a road groomer in the amount of \$15,400.00. Spellman noted that the groomer is pulled by a tractor.

Gustafson moved, Svalland seconded and the motion passed unanimously, to approve accepting the quote of Road Groom Manufacturing in the amount of \$15,400.00 for the purchase of a 11' road groomer.

Spellman had met with the Personnel Committee, which recommended reclassifying Alexandra Davis to Sr. Engineering Technician. She reviewed the job description that more accurately depicts the higher level duties Davis performs, noting that Davis has a 4-year Engineering degree.

Branstad moved, Gustafson seconded and the motion passed unanimously, to approve the reclassification of Alexandra Davis to the position of Sr. Engineering Technician.

Commissioners Miller and Branstad, and County Auditor/Treasurer Pauling reported on the AMC conference they attended.

Gustafson moved, Svalland seconded and the motion passed unanimously, to approve per diem and mileage for Board members to attend the Annual Township Board meeting on February 11 at the Human Services building.

Commissioners Miller and Gustafson volunteered to serve on the canvassing board for the Presidential Primary on March 5 at 9:00 A.M.

Branstad moved, Rinne seconded and the motion passed unanimously, to adjourn at 10:50.

Ray Gustafson, Chairman  
Watonwan County Board

Lisa Schumann, Deputy Clerk  
Watonwan County Board

ATTEST: Kelly Pauling  
Watonwan County Auditor/Treasurer