

WATONWAN COUNTY BOARD
FEBRUARY 4, 2020
9:00 A.M.

The Watonwan County Board of Commissioners met in regular session on February 4, 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 and Bob Rinne. Absent: Kathleen Svalland. The meeting was opened with the Pledge of Allegiance.

County Sheriff Jared Bergeman was present to review various items. One squad was due for replacement, but another was recently in an accident and was most likely totaled, so two would be needed. The following bids were received:

<u>VENDOR</u>	<u>AMOUNT</u>
Chuck Spaeth Ford	\$34,642.00
Tenvoode Ford	\$34,689.56

Miller moved, Branstad seconded and the motion passed unanimously, to approve accepting the bid of Chuck Spaeth Ford in the amount of \$34,642.00 each for the purchase of two 2020 Police Interceptor Explorer SUVs.

Bergeman reviewed a quote of \$4,500.00 submitted by Mid-States Organized Crime Info Center (MOCIC) for a pole camera system.

Branstad moved, Gustafson seconded and the motion passed unanimously, to approve accepting the quote of MOCIC in the amount of \$4,500.00 for the purchase of a Canon M44 PTZ IP pole camera system.

The following quotes were received for a voice logging recorder:

<u>VENDOR</u>	<u>AMOUNT</u>
Northland	\$19,645.00
Capture Technologies	\$28,824.99

Rinne moved, Branstad seconded and the motion passed unanimously, to approve accepting the quote of Northland Business Systems in the amount of \$19,645.00 for the purchase of a Verint Recording Service voice logging system.

Miller moved, Rinne seconded and the motion passed unanimously, to authorize the sale on Minnbid.org of a 2011 Crown Victoria.

Sheriff Bergeman met with the Personnel Committee and requested to add hours to Eric Gratz to utilize him as an On-call Part-time Deputy.

Gustafson moved, Branstad seconded and the motion passed unanimously, and the motion passed unanimously to increase Eric Gratz to an On-Call Part-Time Deputy Sheriff.

Emergency Management Director Julie Peterson was present to review the 2019 Emergency Management Performance Grant in the amount of \$16,909.00 with equal matching requirement. She

noted that it was \$680 less than what was budgeted for 2019. The funds have traditionally been used toward her salary.

Miller moved, Rinne seconded and the motion passed unanimously, to approve acceptance and signing of the Emergency Management Performance Grant.

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

Branstad moved, Gustafson seconded and the motion passed unanimously, to approve the minutes of the January 21 regular meeting.

Miller moved, Gustafson seconded and the motion passed unanimously, to pay the bills: General Fund—\$19,484.63; Solid Waste Fund—\$271.05; and the Road and the Bridge Fund—\$7,696.01.

County Auditor/Treasurer Kelly Pauling reviewed the 2020 Annual Ditch Assessments.

Gustafson moved, Miller seconded and the motion passed unanimously, to approve the annual ditch assessments for 2020 as follows:

<u>DITCH NUMBER</u>	<u>ASSESSMENT</u>
CD #1	\$ 397.00
CD #4	\$ 7,020.00
CD #6	\$ 2,718.00
CD #62	\$ 2,982.00
CD #64	\$ 1,277.00
CD #65	\$ 524.00
CD #101	\$ 3,492.00
CD #102	\$ 6,819.00
JD #2 M & W	\$ 3,877.00
JD #5 B & W	\$ 4,608.00
JD #6 W & B	\$ 3,102.00
JD #7 BE & W	\$18,264.00
JD #8 W & B	\$ 4,177.00
JD #9 M & W	\$ 1,511.00
JD #11	\$ 5,619.00
JD #12 W & C	\$ 2,924.00
JD #13	\$ 4,686.00
JD #13 W & B	\$ 5,234.00
JD #14	\$ 3,844.00
JD #14 B & W	\$ 5,435.00
JD #15	\$ 2,224.00
JD #18 W & B	\$ 3,779.00
JD #23	\$ 3,002.00
JD #25 BE, M & W	\$ 930.00
JD #26	\$ 3,299.00
JD #29	\$ 2,794.00
JD #31 W & M	\$ 6,535.00
JD #35 Upper	\$17,698.00

JD #35 SW	\$ 4,820.00
JD #35 SE	\$ 3,313.00
JD #36 BE & W	\$ 563.00
JD #48 BE, BR & W	\$ 1,096.00
JD #52 BE & W	\$ 326.00
JD #88 M & W	\$ 513.00

Branstad moved, Rinne seconded and the motion passed unanimously, to approve issuing a Tobacco License to the Darfur Lounge.

The following quotes were received from Warren Stevens Construction for demolition and replacement of the countertops in the Auditor/Treasurer's Office and Assessor's Office: \$2,092.76 and \$1,233.93 respectively.

Miller moved, Gustafson seconded and the motion passed unanimously, to approve accepting the quote of Warren Stevens Construction in the total amount of \$3,326.69 for the new countertops.

I.T. Director Jeff Tetzloff was present to request renewal of the Zix protection products for the third year of a 3-year contract in the amount of \$9,852.93.

Miller moved, Branstad seconded and the motion passed unanimously, to approve payment to CDW-Government in the the amount of \$9,852.93 for the Zix agreement.

Branstad moved, Rinne seconded and the motion passed unanimously, to approve the training request submitted by David Haler.

Branstad moved, Miller seconded and the motion passed unanimously, to approve annual pay step increases for Jennifer Sanchez, Chad Hildbrand and Kyla Schломann.

Commissioner Rinne reported on the Minnesota Rural Energy Board meeting he attended.

Commissioner Branstad recommended Emily Norland as his appointee to the Library Board, and Commissioner Svalland had recommended Sandy Melheim.

Branstad moved, Rinne seconded and the motion passed unanimously, to approve the appointments of Sandy Melheim and Emily Norland to serve on the Library Board.

Gustafson moved, Miller seconded and the motion passed unanimously, to approve the Audit Engagement Letter with the State Auditor's Office for the 2019 audit.

Auditor/Treasurer Pauling reviewed an agreement with Tyler Technologies for the new Tax and CAMA system. The current vendor has been unable to come up with a new product. Tyler is already in six counties, and Brown, Martin and Blue Earth Counties will also be switching to it. The server will be hosted offsite by Tyler.

Miller moved, Branstad seconded and the motion passed unanimously, to approve the Agreement for the new Tax and CAMA system with Tyler Technologies in the estimated amount of \$276,729 at the time of implementation.

Public Works Director Teal Spellman was present and reviewed a draft letter to send out residences informing them that the County will no longer administer Dust Control, and giving them the names of area companies that perform the service.

Branstad moved, Miller seconded and the motion passed unanimously, to approve discontinuing dust control services and the letter to go out to residents.

Spellman reviewed the State bid from RDOO Equipment Co. for the purchase of a new motorgrader in the amount of \$331,511.00 less trade-in amount of \$41,000.00 for the 2003 unit. She noted that the one being replaced needs the engine rebuilt in order to get the trade-in value.

Branstad moved, Gustafson seconded and the motion passed unanimously, to approve accepting the bid of RDO Equipment Co. in the net amount of \$290,511.00 for the purchase of a new 2020 John Deere motorgrader.

Spellman reviewed bids from RDO Equipment Co. for a Felling 14-ft trailer—\$11,715.00, or a Towmaster 14-ft trailer—\$11,827.00

Branstad moved, Rinne seconded and the motion passed unanimously, to approve accepting the bid of RDO Equipment in the amount of \$11,715.00 for the purchase of the 2020 Felling 14-ft trailer.

Spellman reviewed an equipment replacement plan for the next two years.

Spellman reviewed a quote from Dell in the amount of \$2,292.24 for a new tablet/laptop with a docking station for herself, and her current equipment would go to Alexandra Davis.

Branstad moved, Rinne seconded and the motion passed unanimously, to approve the purchase from Dell in the amount of \$2,292.24 for the purchase of a Dell XPS, Active Pen and Universal Dock.

Miller moved, Branstad seconded and the motion passed unanimously, to approve annual pay step increase for Dan Sandberg.

Branstad moved, Rinne seconded and the motion passed unanimously, to adjourn at 10:37.

Raymond Gustafson, Chairman
Watowan County Board

Lisa Schumann, Deputy Clerk
Watowan County Board

ATTEST: Kelly Pauling
Watowan County Auditor/Treasurer