

WATONWAN COUNTY BOARD  
MARCH 17, 2020  
9:00 A.M.

The Watonwan County Board of Commissioners met in regular session on March 17, 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 opened with the Pledge of Allegiance.

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

Gustafson moved, Branstad seconded and the motion passed unanimously, to approve the minutes of the March 3 regular meeting.

County Auditor/Treasurer Kelly Pauling reviewed discussions from the department head meeting the previous day regarding the COVID-19 pandemic. A draft policy based on one from another county was reviewed. It would allow employees to go into the negative on leave balances up to two weeks. It was also suggested that employees receive emergency leave of two weeks if they test positive for COVID-19. Departments would explore working from home or isolation. It was questioned whether buildings should be closed to the public, because maintenance was unable to get hand sanitizer or sanitizing wipes.

Branstad moved, Svalland seconded and the motion passed unanimously, to approve the Watonwan County COVID-19 Policy as presented.

Veterans Service Office Deb Grote was present to review operations for her department. She recommended not having any in-person contact with veterans. Contact would be by phone, e-mail or U.S. mail. She expressed concern about the van program. Non-essential appointments at the VA were being rescheduled for the next two weeks. Consensus was that Grote should use her discretion and the agreement of volunteer drivers whether to keep transporting veterans.

County Recorder Karla Doll was present to note that her office was proceeding with passports, but only allowing one person at a time into the office.

Public Works Director Teal Spellman was present and reviewed the following bids received for Emulsion Material for Sealing Bituminous Pavements:

<u>BIDDER</u>	<u>AMOUNT</u>
MEIGS Paving Asphalts	\$413.53/ton CRS-2
and Emulsions	\$277.87/ton CSS-1HD50
Jebro, Inc.	\$466.50/ton CRS-2
	\$280.00/ton CSS-1HD50

Branstad moved, Gustafson seconded and the motion passed unanimously, to approve the bids of MEIGS Paving Asphalts and Emulsions in the amount of \$431.53/ton for CRS-2 for an estimated 358 tons totaling \$148,043.74, and \$277.87/ton for CSS-1HD50 for an estimated 120 tons totaling \$33,344.40.

The following bids were received for Seal Coat Aggregate:

<u>BIDDER</u>	<u>AMOUNT</u>
Southern MN Construction	\$22.00/ton
L&S Construction	\$23.00/ton
Total Lawn Care	\$27.00/ton

Rinne moved, Miller seconded and the motion passed unanimously, to approve accepting the bid of Southern Minnesota Construction in the amount of \$22.00/ton for FA-2 Quartzite, for an estimated 2,215 tons totaling \$48,730.00.

The following quotes were received for bleacher rental for the Fairgrounds:

<u>VENDOR</u>	<u>AMOUNT</u>
Ultimate Events	\$ 7,354.64
Big Ten Rentals	\$17,030.00

Miller moved, Branstad seconded and the motion passed unanimously, to approve accepting the quote of Ultimate Events in the amount of \$7,354.64 for bleacher rental for the Fairgrounds.

Spellman reviewed a Drainage Tile/County Road Crossing Agreement requested by Arthur Carlson for a new pipe under CSAH 21 to be performed when the road is under construction.

Branstad moved, Svalland seconded and the motion passed unanimously, to approve the Drainage Tile/County Road Crossing Agreement with Arthur Carlson for placement of a 15" tile crossing under CSAH 21 in Section 32 of Odin Township.

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

Spellman reviewed an Engineering Services Agreement with Erickson Engineering regarding Bridge 83506 on CSAH 27 over the Watonwan River. She recommended hiring them for bridge inspection and load rating quoted at \$1,900.00.

Miller moved, Branstad seconded and the motion passed unanimously, to approve hiring Erickson Engineering at the quoted cost of \$1,900.00 for the inspection and load rating of Bridge 83506.

Branstad moved, Svalland seconded and the motion passed unanimously, to approve payment to Everstrong Construction, Inc. for Bridge Rail Repair.

Miller moved, Branstad seconded and the motion passed unanimously, to close the meeting at 10:06 pursuant to M.S. § 13D.05, subd. 3(b) for attorney client privilege with County Attorney Stephen Lindee and Attorney Steven Sunde regarding pending litigation in the matter of Goldmount Veterinary Center PA vs. Watonwan County and Animal Humane Society. County Sheriff Jared Bergeman was also present.

Branstad moved, Svalland seconded and the motion passed unanimously, to open the meeting at 10:13.

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

Svalland moved, Branstad seconded and the motion passed unanimously, to approve payment of bills as audited and filed in the County Auditor/Treasurer's Office as follows by fund: General Fund—\$59,545.77; Solid Waste Fund—\$112.05; Road and Bridge Fund—\$750.28; Soil & Water Conservation—\$1,630.42; Ditch Fund—\$19,186.95; and the Road and Bridge Fund—\$23,971.58; and to pay the following credit cards: General Fund—\$8,684.07; Solid Waste Fund—\$87.47; Road and Bridge Fund—\$399.34; Library Fund—\$454.67; and Soil & Water Conservation—\$7.60.

Miller moved, Rinne seconded and the motion passed unanimously, to ratify payment of the February disbursements as listed.

Branstad moved, Miller seconded and the motion passed unanimously, to approve accepting the quote of Fairmont Glass and Sign in the amount of \$1,140.00 for glass privacy inserts for the License Center.

Branstad moved, Gustafson seconded and the motion passed unanimously, to approve issuing to approve issuing a County On-Sale Liquor License to South Fork Golf, LLC.

Branstad moved, Svalland seconded and the motion passed unanimously, to approve the appointment of Rubi Altamirano to the position of Circulation Coordinator for the Headquarters Library.

Library Director Matthew Pannkuk was present and responded to questions regarding the possibility of the Library closing to the public.

Miller moved, Gustafson seconded and the motion passed unanimously, to approve the resignation in good standing of Heidi Salminen from the position of Assistant Land Management Director.

Svalland moved, Branstad seconded and the motion passed unanimously, to approve annual pay step movement for Meggie Munsterman, Tessa Reynolds, Michelle Knudson, Barry Gulden, and Adam Butler.

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

Raymond Gustafson, Chairman  
Watonwan County Board

Lisa Schumann, Deputy Clerk  
Watonwan County Board

ATTEST: Kelly Pauling  
Watonwan County Auditor/Treasurer