

WATONWAN COUNTY BOARD  
APRIL 21, 2020  
9:00 A.M.

The Watonwan County Board of Commissioners met in regular session on April 21, 2020 at 9:00 A.M. County Auditor/Treasurer Kelly Pauling was present in the Commissioners' Meeting Room of the Courthouse, City of St. James. The following Board members were present by teleconference due to the COVID 19 Stay-at-Home Order: Jim Branstad, Raymond Gustafson, Bill Miller, Bob Rinne and Kathleen Svalland. The meeting was called to order by Vice-Chair Kathleen Svalland and opened with the Pledge of Allegiance.

Miller moved, Rinne 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 March 17 regular meeting, March 19, 27 and April 10 emergency meetings, and the April 14 regular meeting.

Public Works Director Teal Spellman was present by phone and reviewed the following quotes for sign supplies, posts and cones:

<u>BIDDER</u>	<u>SIGN SUPPLIES</u>	<u>SIGN POSTS</u>	<u>CONES</u>
M-R Sign Co., Inc.	\$16,668.57	\$5,133.00	\$1,314.00
Newman Signs, Inc.	\$15,829.47	\$5,070.00	\$1,949.04
Hall Signs, Inc.	\$17,312.82	\$5,240.00 (3# only)	\$1,331.28
Iowa Prison Industries	\$26,418.77	\$2,235.00 (2.75#only)	

Gustafson moved, Miller seconded and the motion passed unanimously, to approve accepting the bid of Newman Signs, Inc. in the amount of \$15,829.47 for the purchase of sign supplies, and M-R Sign Co., Inc. in the amount of \$5,133.00 for the purchase of sign posts and \$1,314.00 for cones. The higher bid for sign posts was taken because the company already has the County's specifications, which aren't standard.

The following bids were received for annual pavement markings:

<u>BIDDER</u>	<u>AMOUNT</u>
AAA Striping	\$87,982.80
Traffic Marking Service	\$88,231.70
Sir Lines-A-Lot	\$94,299.20

Branstad moved, Svalland seconded and the motion passed unanimously, to approve accepting the bid of AAA Striping in the amount of \$87,982.80 for approximately 110 miles of annual pavement markings.

The following bids were received for mill and bituminous overlay projects:

<u>BIDDER</u>	<u>AMOUNT</u>
Duininck, Inc.	\$2,372,626.47
Central Specialties, Inc.	\$2,694,008.24
Minn. Paving & Materials	\$2,797,286.51
Knife River Corp.	\$2,559,708.53

Branstad moved, Rinne seconded and the motion passed unanimously, to approve accepting the bid of Duininck, Inc. in the amount of \$2,372,626.47 for the following mill and bituminous overlay projects, SAP 83-615-004, SAP 83-605-042, SAP 83-619-012 and SAP 83-657-007.

The following quotes were received for a flatbed truck to replace the 1992 truck:

<u>VENDOR</u>	<u>AMOUNT</u>
Midway Commercial	\$37,157.07
Mike's Motors	\$37,527.54

Rinne moved, Gustafson seconded and the motion passed unanimously, to approve accepting the quote of Midway Commercial in the amount of \$37,157.07 for the purchase of a 2020 F-550 Flatbed Truck, plus the State bid of Crysteel Truck Equipment in the amount of \$17,415.09 for the purchase of the truck bed dump box and hoist package.

Spellman reported on an issue with County Ditch 64. In response to concerns about the ditch, Commissioner Rinne and Highway Maintenance Supervisor Rick Bak met with Jim Hoppe and Tom Blackstad. They requested hiring Heiderscheidt Digging out of Sleepy Eye to come and check it out. Larry Heiderscheidt came out and dug several holes, and his conclusion was that the system is working but is undersized and overloaded.

Spellman reported that Paul Torkelson contacted her regarding a tile crossing on CR 27. He already has a crossing, but is just upgrading it. She was unsure how to handle it and recommended documentation of the work being done.

Branstad moved, Gustafson seconded and the motion passed unanimously, to approve the tile crossing on CR 27 to increase from 10" to 12" tile as requested by Paul Torkelson.

Spellman noted that Central Specialties was planning to start work on the CSAH 2 and 21 projects the following week.

Discussion was held regarding hauling of aglime for the softball fields at the Fairgrounds. County crews have hauled for the Softball Association at no charge in the past. The question was raised as to who should pay for the aglime. No action was taken pending further review.

Branstad moved, Rinne 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—\$66,401.98; Road and Bridge Fund—\$73.04; Soil & Water Conservation—\$173.08; Building/Equipment Fund—\$10,273.04; Ditch Fund—\$525.20; and the Road and Bridge Fund—\$42,865.87; and to pay the following Credit Card bills: General Fund—\$971.77; Road and Bridge

Fund—(\$250.00); Library Fund—\$717.09; and Soil & Water Conservation—\$15.40; and to ratify the March Disbursements listing.

County Auditor/Treasurer Kelly Pauling reviewed the March financials.

Gustafson moved, Miller seconded and the motion passed unanimously, to accept the 2019 County Feedlot Officer (CFO) Annual Report as presented.

Auditor/Treasurer Pauling reviewed quotes to replace two motor pool vehicles. Ranger GM had the State contract for the 2020 Chevy Equinox at \$24,032.20. Two had been budgeted, and the order had to go in as soon as possible or they wouldn't be available.

Svalland moved, Gustafson seconded and the motion passed unanimously, to approve accepting the State bid of Ranger GM in the amount of \$24,032.20 each for the purchase of two 2020 Chevy Equinox motor pool vehicles.

Branstad moved, Miller seconded and the motion passed unanimously, to approve advertising for Dispatchers for the Sheriff's Department due to pending resignations.

Gustafson moved Branstad seconded and the motion passed unanimously, to approve hiring a Summer Intern for the Land Management Department.

Human Resources Director Lisa Schumann reported that following the resignation of Assistant Land Management Director Heidi Salminen, all of the position descriptions in the department were reviewed and updated. Land Management Director David Haler recommended that Chad Hildebrand be promoted to replace Salminen, but the position would also include the duties of Ditch Inspector. Schumann recommended that the positions in the department be reviewed by Bob Bjorkund for appropriate placement on the County's job ranking system.

Miller moved, Gustafson seconded and the motion passed unanimously, to approve the promotion of Chad Hildebrand to the reallocated position of SWCD Assistant Manager/County Ditch Inspector.

Miller moved, Branstad seconded and the motion passed unanimously, to approve hiring Bjorklund Compensation Consulting to review the positions in the Land Management Department.

Commissioner Miller reviewed a public safety meeting he attended. He noted that the population of jails was down 50%, and there had only been one positive case of COVID-19 in the jails.

Commissioner Branstad expressed concern over part-time staff who don't accrue leave. It was noted that they also received the Emergency Sick Leave if applicable.

Auditor/Treasurer Pauling reviewed operations under the Stay-at-Home order. The Department Heads had a teleconference the previous day to discuss what reopening would be like. She was looking into purchasing facemasks for face-to-face interactions.

No actions had been taken by the Minnesota legislature regarding property tax payments. It was anticipated that guidance would possibly be available by the May 5 meeting. Auditor/Treasurer Pauling noted that property tax payments had been coming in, and were close to prior years.

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

Raymond Gustafson, Chairman  
Watonwan County Board

Lisa Schumann, Deputy Clerk  
Watonwan County Board

ATTEST: Kelly Pauling  
Watonwan County Auditor/Treasurer