

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

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

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

Brian Stading from the Regional Center for Entrepreneurial Facilitation (RCEF) was present to review services. He reported that they became extremely busy when the COVID-19 situation hit, so they brought in some college interns to assist in informing business owners on who to turn to. RCEF received funding from the State for a dollar for dollar match, and they plan to assign one lead business consultant to each of the nine counties. He noted that funds from the CARES Act could be put in a revolving loan fund as a neutral component, but funds need to be spent by December 1.

Branstad moved, Svalland seconded and the motion passed unanimously, to approve the minutes of the June 16 regular meeting.

Svalland moved, Miller 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—\$69,875.63; Soil & Water Conservation—\$85.05; Ditch Fund—\$5,998.75; and the Road and Bridge Fund—\$51,646.02.

The Board reviewed the Annual Disclosure of Tax Increment Financing Districts for the year ended December 31, 2019 for the City of St. James.

Branstad moved, Gustafson seconded and the motion passed unanimously, to adopt the following:

RESOLUTION

WHEREAS, the Estate of Reinhold Struhs benevolently and generously provided for a bequest to the Watonwan County Library Endowment; and

WHEREAS, said bequest amounted to the sum of \$252,078.34, which was paid to Watonwan County on the 16th day of June, 2020.

WHEREAS, the Watonwan County Board of Commissioners desires to formally accept said bequest pursuant to M.S. § 134.15.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Watonwan County Board of Commissioners hereby accepts the bequest from the Estate of Reinhold Struhs in the amount of \$252,078.34.
2. The funds shall be used for such purposes and projects that benefit the Library System on a countywide basis.
3. The funds shall be expended at such future dates and in such amounts as the Watonwan County Board of Commissioners deems appropriate.

County Auditor/Treasurer Kelly Pauling reviewed the formation of a CARES Committee to work on plans for use of funding in the amount of \$1,368,465 from the Coronavirus Aid, Relief, and Economic Security (CARES) Act, to be used on costs incurred due to the Coronavirus pandemic. Recommended participants were Chairman Ray Gustafson, Human Services Board Chairman Jim Branstad, Human Services Director Naomi Ochsendorf, Emergency Management Director Julie Peterson and County Auditor/Treasurer Kelly Pauling. The funds could be used for additional protective barriers, IT upgrades for remote meetings, additional laptops, the foodshelf, assistance with relief to businesses, and other applicable projects, and must be spent by December 1, 2020.

Svalland moved, Rinne seconded and the motion passed unanimously, to establish the CARES Committee as recommended.

Miller moved, Branstad seconded and the motion passed unanimously, to approve delegating County Auditor/Treasurer Kelly Pauling to accept COVID-19 pandemic related grant funds.

Public Works Director Teal Spellman was present and updated the Board on current projects. The had a test done of BASE One on a portion of gravel road on CR 117 and it appeared to already be strengthening the road. Use of this product would reduce future maintenance costs.

The following quotes were received for a copier/printer/fax with a 1000 sheet external finisher for the Courthouse main floor:

<u>VENDOR</u>	<u>AMOUNT</u>
Metro Sales Inc.	\$11,500.00
State Bid	\$11,963.00

Branstad moved, Svalland seconded and the motion passed unanimously, to approve accepting the quote of Metro Sales Inc. in the amount of \$11,500.00 for the purchase of a Ricoh IM C6000, with the existing unit to be transferred to Land Management.

Miller moved, Rinne seconded and the motion passed unanimously, to approve the Notice of Funds Available 2021 - #1 for Employment and Training to receive \$1,200 in funding for SNAP Support Services.

Miller moved, Svalland seconded and the motion passed unanimously, to approve the Master Contract Agreement between Grantor Minnesota Valley Action Council and Provider Watonwan County Employment and Training for MFIP and SNAP Services for FY 2021.

Branstad moved, Miller seconded and the motion passed unanimously, to approve the Chairman's signing of the Annual County Boat and Water Safety Grant Agreement with the State of Minnesota for funding in the amount of \$610.00.

Gustafson moved, Branstad seconded and the motion passed unanimously, to approve annual pay step increases for Julie Peterson, David Haler, Laura Escobar, Jamie Sharp and Megan Svalland.

Rinne moved, Svalland seconded and the motion passed unanimously, to accept the resignation in good standing of Melissa Swenson from the position of Detention Officer.

Branstad moved, Miller seconded and the motion passed unanimously, to ratify advertising for a full-time Detention Officer.

Svalland moved, Gustafson seconded and the motion passed unanimously, to accept the resignation in good standing of Stephanie Kreel from the position of Dispatcher.

Miller moved, Rinne seconded and the motion passed unanimously, to approve the appointment of Zachary Krumweide as a Dispatcher for the County Sheriff's Department, pending satisfactory background check.

Svalland moved, Branstad seconded and the motion passed unanimously, to approve the appointment of Andrea Wellnitz as a Property Appraiser Trainee for the County Assessor's Office.

Gustafson moved, Branstad seconded and the motion passed unanimously, to ratify acceptance of the Coronavirus Relief Funds in the amount of \$1,368,465.

Branstad moved, Miller seconded and the motion passed unanimously, to close the meeting at 10:15 pursuant to M.S. § 13D.05, Subd. 2(2) to discuss internal affairs data relating to allegations of law enforcement personnel misconduct.

Branstad moved, Rinne seconded and the motion passed unanimously, to open the meeting at 10:30.

Branstad moved, Gustafson seconded and the motion passed unanimously, to adopt the following:

RESOLUTION RATIFYING DISCIPLINARY ACTION

WHEREAS, the Watonwan County Board has reviewed information relating to charges against a County employee and discussed disciplinary action taken by the department head.

NOW, THEREFORE, BE IT RESOLVED, by the Watonwan County Board of Commissioners as follows:

1. The discipline of a County employee and the basis therefore is hereby approved by the County Board.

2. Pursuant to M.S. § 13.43, subd. 2, the specific reasons for the discipline, the nature of the discipline, and the letter of disciplinary action are private data on the employee until final disposition of the disciplinary action.

Branstad moved, Gustafson seconded and the motion passed unanimously, to adjourn at 10:35.

Raymond Gustafson, Chairman
Watonwan County Board

Lisa Schumann, Deputy Clerk
Watonwan County Board

ATTEST: Kelly Pauling
Watonwan County Auditor/Treasurer