

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

The Watonwan County Board of Commissioners met in regular session on July 21, 2020 at 9:00 A.M. in the Community Room of the Human Services Building, 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, Branstad seconded and the motion passed unanimously, to approve the Agenda as amended.

Public Works Director Teal Spellman was present and reviewed the following bids received for CSAH 24 Ravine Stabilization:

<u>BIDDER</u>	<u>AMOUNT</u>
Noomen Excavating, LLC	\$79,886.00
GM Contracting, Inc.	\$88,776.93
Mathiowetz Construction	\$94,113.50
BLAC Construction	\$99,970.53

Miller moved, Gustafson Branstad seconded and the motion passed unanimously, to approve accepting the bid of Noomen Excavating, LLC in the amount of \$79,886.00 for the CSAH 24 Ravine Stabilization project.

Spellman gave an update on current construction projects.

Svalland moved, Rinne seconded and the motion passed unanimously, to approve the minutes of the July 7 regular meeting.

Branstad moved, Svalland 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—\$66,759.70; Solid Waste Fund—\$91.92; Ditch Fund—\$3,992.80; Agency Fund—\$240.00; and the Road and Bridge Fund—\$92,243.46; to pay the following Credit Cards: General Fund—\$4,248.89; Road and Bridge Fund—\$383.02; Library Fund—\$103.73; and the Soil & Water Conservation—\$729.56; and to ratify payment of the June Disbursements as listed.

County Auditor/Treasurer Kelly Pauling reviewed the June financial reports.

Budget work sessions were scheduled for August 24 and 25.

The CARES Committee met and prepared the following recommendations: \$50,000 to I.T. to set up telework; \$10,000 to Human Services for replacement of tables in the Community Room and peripherals for their computers; \$50,000 for permanent barriers in the Auditor's, Recorder's, Assessor's Offices, Public Works and TMT offices; and \$325,000 to support small business grants

in partnership with the Cities of St. James and Madelia, to be transferred to St. James EDA for availability to the entire County.

Branstad moved, Rinne seconded and the motion passed unanimously, to approve the allocations of the CARES Act funding as requested.

It was noted that a Conditional Use Permit request for a commercial storage building at Long Lake was withdrawn.

Miller moved, Svalland seconded and the motion passed unanimously, to adopt the following:

**RESOLUTION ESTABLISHING PROCEDURES  
RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND  
REGULATIONS UNDER THE INTERNAL REVENUE CODE**

BE IT RESOLVED by the Board of Commissioners (the "Board") of the County of Watonwan, Minnesota (the "County"), as follows:

1. Recitals.

(a) The Internal Revenue Service has issued Treasury Regulations, Section 1.150-2 (as the same may be amended or supplemented, the "Regulations"), dealing with "reimbursement bond" proceeds, being proceeds of bonds used to reimburse the County for any project expenditure paid by the County prior to the time of the issuance of those bonds.

(b) The Regulations generally require that the County (as the issuer of or the primary obligor under the bonds) make a declaration of intent to reimburse itself for such prior expenditures out of the proceeds of subsequently issued bonds, that such declaration be made not later than 60 days after the expenditure is actually paid, and that the bonding occur and the written reimbursement allocation be made from the proceeds of such bonds within 18 months after the later of (1) the date of payment of the expenditure or (2) the date the project is placed in service (but in no event more than 3 years after actual payment).

(c) The County heretofore implemented procedures for compliance with the predecessor versions of the Regulations and desires to amend and supplement those procedures to ensure compliance with the Regulations.

(d) The County's bond counsel has advised the County that the Regulations do not apply, and hence the provisions of this Resolution are intended to have no application, to payments of County project costs first made by the County out of the proceeds of bonds issued prior to the date of such payments.

2. Official Intent Declaration. The Regulations, in the situations in which they apply, require the County to have declared an official intent (the "Declaration") to reimburse itself

for previously paid project expenditures out of the proceeds of subsequently issued bonds. The Board hereby authorizes the Auditor to make the County's Declarations or to delegate from time to time that responsibility to other appropriate County employees. Each Declaration shall comply with the requirements of the Regulations, including without limitation the following:

(a) Each Declaration shall be made not later than 60 days after payment of the applicable project cost and shall state that the County reasonably expects to reimburse itself for the expenditure out of the proceeds of a bond issue or similar borrowing. Each Declaration may be made substantially in the form of the Exhibit A which is attached to and made a part of this Resolution, or in any other format which may at the time comply with the Regulations.

(b) Each Declaration shall (1) contain a reasonably accurate description of the "project," as defined in the Regulations (which may include the property or program to be financed, as applicable), to which the expenditure relates and (2) state the maximum principal amount of bonding expected to be issued for that project.

(c) Care shall be taken so that the County, or its authorized representatives under this Resolution, not make Declarations in cases where the County doesn't reasonably expect that reimbursement bonds will be issued to finance the subject project costs, and the County officials are hereby authorized to consult with bond counsel to the County concerning the requirements of the Regulations and their application in particular circumstances.

(d) The Board shall be advised from time to time on the desirability and timing of the issuance of reimbursement bonds relating to project expenditures for which the County has made Declarations.

3. Reimbursement Allocations. If the County is acting as the issuer of the reimbursement bonds, the designated County officials shall also be responsible for making the "reimbursement allocations" described in the Regulations, being generally written allocations that evidence the County's use of the applicable bond proceeds to reimburse the original expenditures.

4. Effect. This Resolution shall amend and supplement all prior resolutions and/or procedures adopted by the County for compliance with the Regulations (or their predecessor versions), and, henceforth, in the event of any inconsistency, the provisions of this Resolution shall apply and govern.

Miller moved, Svalland seconded and the motion passed unanimously, to approve annual pay step increases for Jessica Suess and Jarred Urban.

Branstad moved, Rinne seconded and the motion passed unanimously, to approve a one-step pay increase for County Assessor Meggie Munsterman for attaining her SAMA License.

Gustafson moved, Branstad seconded and the motion passed unanimously, to approve the appointment of Nick Haynes to the position of Light Equipment Operator for Public Works.

Svalland moved, Miller seconded and the motion passed unanimously, to approve the appointment of Jody Anderson to the position of Technical Clerk for Land Management.

Gustafson moved, Rinne seconded and the motion passed unanimously, to approve the appointment of Carolyn Runck to the position of Madelia Branch Library Assistant.

Rinne moved, Svalland seconded and the motion passed unanimously, to approve the temporary layoff of Transit Bus Driver Thomas Hanson due to COVID-19 related slowdown in bus usage.

Human Resources Director Lisa Schumann reviewed changes to the DOT drug and alcohol testing process that requires employers and CDL drivers to register with the Federal Motor Carrier Safety Administration's Clearinghouse. She requested adoption of a new drug and alcohol policy drafted by DDA Human Resources, Inc for the Association of Minnesota Counties rather than revising the existing policy.

Branstad moved, Gustafson seconded and the motion passed unanimously, to adopt the Watonwan County DOT Drug and Alcohol Testing Policy for Commercial Drivers, replacing the previous policy.

Miller moved, Gustafson seconded and the motion passed unanimously, to approve the following election judges for the 2020 State Primary (*August 11, 2020*) and the General (*November 3, 2020*) Elections: Leah Eischen, Heidi Voyles, Leslie Heffele, Connie Goblirsch, Lisa Schumann, Mark Sill, Janet Bloomquist, Patty Froslan, Douglas Nibbe, Steve Cooling, Virgil Goltz, JoAnn Haugen, Lindsey Kuehl, Linell Jacobs, Dennis Sturm, Kim Dougherty, Gayle Culbertson, Julie Kelley, Don Kuhlman, Jeanne Burke and Kelly Pauling.

Branstad moved, Svalland seconded and the motion passed unanimously, to appoint the following Election Judges to the UOCAVA & Absentee Ballot Boards for the 2020 State Primary and General Elections: Don Kuhlman, Jeanne Burke, Julie Kelley, Gayle Culbertson and Kelly Pauling.

County Auditor/Treasurer Kelly Pauling reported that an additional week was given to open absentee ballots. Mailed and absentee ballots need to be counted if mailed on election day and received within the two days following the election.

Commissioners Miller and Rinne volunteered to serve on the State Primary Canvassing Board scheduled for Friday, August 14<sup>th</sup> at 10:00 AM.

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

RESOLUTION ACCEPTING A DONATION TO THE COUNTY

WHEREAS, the County of Watonwan is authorized to accept donations pursuant to M.S. § 465.03 for the benefit of its citizens; and

WHEREAS, the Big Rig Roundup has contributed a cash donation of \$250 for the Sheriff's Department to purchase supplies for community outreach.

NOW THEREFORE, BE IT RESOLVED, that the Watonwan County Board of Commissioners hereby accepts the donation of \$250 to be used as specified.

Branstad moved, Gustafson 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