

WATONWAN COUNTY BOARD
AUGUST 17, 2021
9:00 A.M.

The Watonwan County Board of Commissioners met in regular session on August 17, 2021 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, Bill Miller, Jim Pettersen and Bob Rinne. Absent: Dillon Melheim. The meeting was opened with the Pledge of Allegiance.

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

Pettersen moved, Miller seconded and the motion passed unanimously, to approve the minutes of the August 3 regular meeting.

IT Director Jeff Tetzloff was present to request upgrade to the memory for the main servers. A quote from Dell was received from the State contract in the amount of \$3,056.40.

Branstad moved, Rinne seconded and the motion passed unanimously, to approve accepting the quote of Dell in the amount of \$3,056.40 for the memory upgrades.

Pettersen 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—\$98,228.50; Solid Waste Fund—\$1,339.64; Soil & Water Conservation—\$136.06; Ditch Fund—\$75,022.62; Forfeited Land Fund—\$1,133.18; and the Road and Bridge Fund—\$39,149.41; and to approve payment of the following credit cards: General Fund—\$4,948.67; Road and Bridge Fund—\$20.96; Library Fund—\$405.46; and Soil & Water Conservation—\$538.20.

County Auditor/Treasurer Kelly Pauling reviewed the July financials.

Miller moved, Rinne seconded and the motion passed unanimously, to approve the July disbursements listing.

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

RESOLUTION AUTHORIZING MINNESOTA VALLEY ACTION COUNCIL
AS THE GRANTEE AND ADMINISTRATOR FOR
FAMILY HOMELESSNESS PREVENTION & ASSISTANCE PROGRAM FUNDS
IN THE COUNTIES OF SOUTHCENTRAL MINNESOTA

WHEREAS, the Minnesota Housing Finance Agency has been authorized to undertake a program to provide funds for the Family Homelessness Prevention & Assistance Program; and,

WHEREAS, Minnesota Valley Action Council has administered this program in the nine counties of southcentral Minnesota previously and has been provided funding for the period October 1, 2021 - September 30, 2023; and,

WHEREAS, Minnesota Valley Action Council has demonstrated the ability to perform the required activities of the Family Homelessness Prevention & Assistance Program;

NOW, THEREFORE, be it resolved that the Minnesota Valley Action Council is hereby authorized as the grantee and administrator of the Family Homelessness Prevention & Assistance Program in the counties of Blue Earth, Brown, Faribault, Le Sueur, Martin, Nicollet, Sibley, Waseca and Watonwan in south central Minnesota.

Pettersen moved, Miller 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 \$500 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 \$500 to be used as specified.

It was noted that budget work sessions were scheduled for August 23 and 24 at 8:30.

Miller moved, Branstad seconded and the motion passed unanimously, to approve the appointment of James Hodge as a part-time Dispatcher.

Rinne moved, Pettersen seconded and the motion passed unanimously, to approve the appointment of Matthew Ibberson as an on-call part-time Armed Bailiff.

Miller moved, Branstad seconded and the motion passed unanimously, to approve the transfer of Dispatcher Jamie Sharp to the position of License Center Clerk.

Branstad moved, Pettersen seconded and the motion passed unanimously, to approve the Business Associate Agreement with Gallagher Benefit Services, Inc.

Sheriff Jared Bergeman was present to review quotes received for dumping cell phone information onto a hard drive. Grant funds from Human Services will cover the initial cost, and Madelia and St. James will share the annual fee in a 3-way split. The following quotes were received:

<u>VENDOR</u>	<u>AMOUNT</u>
Susteen	\$ 3,995.00
Cellebrite	\$10,065.00

Pettersen moved, Branstad seconded and the motion passed unanimously, to approve accepting the quote of Susteen in the amount of \$3,995.00 for the desktop kit to extract cell phone evidence.

Public Works Director Teal Spellman was present and reviewed the following quotes for the lean-to overhead door:

<u>VENDOR</u>	<u>AMOUNT</u>
Clements Lumber	\$1,985.00
Bolin Lumber Co.	\$2,200.00

Branstad moved, Miller seconded and the motion passed unanimously, to approve accepting the quote of Clements Lumber in the amount of \$1,985.00 for the purchase of an overhead door.

The following quotes were received for annual cutting edges:

<u>VENDOR</u>	<u>AMOUNT</u>
Kris Engineering	\$28,237.10
H&L Mesabi Co.	\$33,145.00
Equipment Blades	\$33,895.00

Miller moved, Rinne seconded and the motion passed unanimously, to approve accepting the quote of Kris Engineering in the amount of \$28,237.10 for cutting edges.

The following quotes were received for removal of the waste oil storage tank in Butterfield:

<u>VENDOR</u>	<u>AMOUNT</u>
Zahl Equipment	\$2,100.00
B&H Petroleum Equipment Co.	\$2,911.00

Branstad moved, Pettersen seconded and the motion passed unanimously, to approve accepting the quote of Zahl Equipment

The following quotes were received for dust control on 16 and 132.

<u>VENDOR</u>	<u>AMOUNT</u>
Freeborn Co. Co-op	\$0.94/gallon
SW Dust Treatment	\$1.24/gallon

Branstad moved, Miller seconded and the motion passed unanimously, to approve accepting the quote of Freeborn County Cooperative in the amount of \$0.94/per gallon in the total amount of \$32,434.00 for 34,500 gallons of dust control material.

The annual road tour was scheduled for Thursday, August 19 at 10:00 A.M.

Branstad moved, Pettersen seconded and the motion passed unanimously, to approve the annual pay step increase for Teal Spellman.

Branstad moved, Rinne seconded and the motion passed unanimously, to close the meeting at 9:50 pursuant to M.S. § 13D.05, subd. 3 (a) to discuss the performance review of Teal Spellman.

Branstad moved, Pettersen seconded and the motion passed unanimously, to open the meeting at 10:40.

Discussion was held regarding an ongoing issue with a culvert.

The meeting was recessed at 10:55 A.M. and reconvened on Thursday, August 19 at 10:00 A.M. for the annual road tour. All members were present.

The meeting was recessed following the road tour and reconvened on August 24 at 12:15 P.M. with all members present.

Pettersen moved, Branstad seconded and the motion passed unanimously, to approve the appointment of Les Todnem as an on-call part-time Transit Bus Driver.

Branstad moved, Rinne seconded and the motion passed unanimously, to approve changing the appointment of James Hodge from part-time to full-time Dispatcher.

Branstad moved, Melheim seconded and the motion passed unanimously, to approve changing the appointment of Matthew Ibberson from Armed Bailiff, to on-call part-time Deputy Sheriff.

Branstad moved, Pettersen seconded and the motion passed unanimously, to approve hiring Bjorklund Compensation Consulting to review the position of County Auditor/Treasurer with the additional duties of County Coordinator for appropriate placement on the classification plan.

Branstad moved, Pettersen seconded and the motion passed unanimously, to adjourn at 12:50 P.M.

Bill Miller, Chairman
Watonwan County Board

Lisa Schumann, Deputy Clerk
Watonwan County Board

ATTEST: Kelly Pauling
Watonwan County Auditor/Treasurer