

WATONWAN COUNTY BOARD
OCTOBER 6, 2020
9:00 A.M.

The Watonwan County Board of Commissioners met in regular session on October 6, 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 (9:10). The meeting was opened with the Pledge of Allegiance.

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

Rinne moved, Branstad seconded and the motion passed unanimously, to approve the minutes as amended, noting that Chairman Gustafson was listed as present in error.

Human Services Director Naomi Ochsendorf was present to recommend approval of the Caseworks contract for software that assists teleworkers in Social Services. The total cost would be \$74,235.00 to be covered by CARES Act funding. Some additional cost would be incurred for equipment such as scanners.

Svalland moved, Branstad seconded and the motion passed unanimously, to approve the contract with Next Chapter Technology in the amount of \$74,235.00 through the CARES Act funding, and to approve the installments of \$22,270.50 immediately, \$29,694.00 by the end of October and \$22,270.50 by the end of November.

Branstad 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—\$53,388.05; Solid Waste Fund—\$456.52; Soil & Water Conservation—\$242.46; Ditch Fund—\$10,767.44; Forfeited Land Fund—\$457.00; and the Road and Bridge Fund—\$40,962.67; and to pay the following credit cards: General Fund—\$7,833.99; Road and Bridge Fund—\$2,556.82; and Soil & Water Conservation—\$186.75.

I.T. Director Jeff Tetzloff was present and reviewed a visit from Check Point Software Technologies. They recommended upgrading the firewall which was due for replacement in 2022. With all of the teleworking, it needs to be upgraded prior to that time, and qualifies for use of CARES funding.

Branstad moved, Gustafson seconded and the motion passed unanimously, to approve accepting the quote of Check Point Software Technologies in the amount of \$66,540.00 for the upgraded Network Security.

Tetzloff reported on a CJIS audit in the Sheriff's Department, noting that they were missing some IT Security policies. He presented six security policy drafts, noting changes that would be made.

Branstad moved, Svalland seconded and the motion passed unanimously, to approve adopting the IT Security Policies as recommended.

County Auditor/Treasurer Kelly Pauling reported on CARES Act funding. The Committee recommended adding \$3,000 to Community Resiliency and \$50,000 to I.T.

Miller moved, Rinne seconded and the motion passed unanimously, to approve the CARES Act updates as presented.

Margaret Koberoski was present with County Recorder Karla Doll to seek approval for Registered Land Survey #4 to annex properties from Madelia Township into the City of Madelia. The City of Madelia approved an Ordinance for the annexation.

Gustafson moved, Miller seconded and the motion passed unanimously, to approve Registered Land Survey #4.

Branstad moved, Rinne seconded and the motion passed unanimously, to approve the 2021 MPCA Subsurface Sewage Treatment System (SSTS) Program Grant Agreement for funding in the amount of \$18,600.00.

Auditor/Treasurer Pauling reported that Congressionally Chartered Veterans' Service Organizations were reduced from 1.50% to 1.00% for Property Taxes payable starting in 2018. A clerical error occurred resulting in the change not being administered. She reviewed abatements for the American Legion and VFW Posts in the County for 2018, 2019 and 2020.

Gustafson moved, Svalland seconded and the motion passed unanimously, to approve the following abatements of 2018, 2019 and 2020 Property Taxes: American Legion Post #561, Lewisville—\$1,357.57; American Legion Post 19, Madelia—\$4,121.83; St. James VFW—\$8,498.33; and American Legion Post 33, St. James—\$6,659.57.

Branstad moved, Svalland seconded and the motion passed unanimously, to reschedule the November 3 meeting to Wednesday November 4 and move the December 1 meeting to 7:00 PM.

Gustafson moved, Branstad seconded and the motion passed unanimously, to approve the reappointment of Glenda Arndt to the Library Board.

Branstad moved, Rinne seconded and the motion passed unanimously, to approve the training requests of Meggie Munsterman, Lisa Schumann, Teal Spellman and Matthew Pannkuk.

Svalland moved, Gustafson seconded and the motion passed unanimously, to accept the retirement of Barry Gulden effective October 24, not in good standing.

Branstad moved, Rinne seconded and the motion passed 4-1 with Miller opposed, to approve posting in house for the position of Deputy Sheriff.

Gustafson moved, Miller seconded and the motion passed unanimously, to approve Human Services advertising publicly for the position of Child Protection Worker due to the in-house transfer of Heather O-Malley to the Intake Social Worker position.

Human Resources Director Lisa Schumann reviewed the 2021 health insurance renewal from PEIP, reflecting an increase of 9.7% for all levels. She noted that the PEIP premiums were still lower than the 2017 premiums with Medica. Discussion was held regarding phasing out the Family Stabilization Benefit that was provided to employees taking Family coverage in 2020 due to the disproportionate increase in that premium.

Branstad moved, Svalland seconded and the motion passed unanimously, to approve reducing the Family Stabilization benefit for 2021 from \$56 to \$28/month.

Branstad moved, Gustafson seconded and the motion passed unanimously, to approve the reappointment of Meggie Munsterman as County Assessor effective January 1, 2021.

Commissioner Miller reported on the AMC Public Safety Policy Committee meetings he attended

Public Works Director Teal Spellman was present via Zoom. She reviewed the following quotes for the retaining wall at the Fairgrounds:

<u>VENDOR</u>	<u>AMOUNT</u>
TB Construction	\$29,000.00
Diamond Contracting	\$31,069.28

Branstad moved, Gustafson seconded and the motion passed unanimously, to approve accepting the quote of TB Construction in the amount of \$29,000 for the retaining wall, utilizing the \$15,000 allocation and the unused bleacher rental funds.

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

**RESOLUTION
REQUESTING COUNTY STATE AID HIGHWAY FUNDS ADVANCE**

WHEREAS, the County of Watonwan is planning to implement County State Aid Street Project(s) in 2020 which will require State Aid funds in excess of those available in its State Aid Regular/Municipal Construction Account, and

WHEREAS, said County is prepared to proceed with the construction of said project(s) through the use of an advance from the County State Aid Construction Fund to supplement the available funds in their State Aid Regular/Municipal Construction Account, and

WHEREAS, the advance is based on the following determination of estimated expenditures:

Account Balance as of date 1/31/2020	\$5,033,103.15
Less estimated disbursements:	
Project # 083-621-007	\$ 1,733,710.12
Project # 083-602-015	\$ 2,776,546.13

Project # 083-605-042	\$ 885,100.36	
Project # 083-615-004	\$ 638,220.97	
Project # 083-619-012	\$ 571,356.05	
Project # 083-657-007	\$ 277,949.09	
Project # 083-619-011	\$ 14,611.89	
Bond Principle (if any)	\$ 0	
Project Finals (overruns-if any)	\$ 898,149.57	
Other LRIP & Federal Aid	(\$ 2,214,500.00)	
Total Estimated Disbursements		\$ <u>5,581,144.18</u>
Advance Amount (amount in excess of acct balance)		\$ <u>548,041.03</u>

WHEREAS, repayment of the funds so advanced will be made in accordance with the provisions of Minnesota Statutes 162.08, Subd. 5 & 7 and Minnesota Rules, Chapter 8820, and

WHEREAS, the County acknowledges advance funds are released on a first-come-first-serve basis and this resolution does not guarantee the availability of funds.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioner of Transportation be and is hereby requested to approve this advance for financing approved County State Aid Highway Project(s) of the County of Watonwan in an amount up to \$548,041.03 in accordance with Minnesota Rules 8820.1500, Subp. 9. I hereby authorize repayments from subsequent accruals to the Regular/Municipal Construction Account of said County from future year allocations until fully repaid.

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

RESOLUTION

WHEREAS, Minnesota Statute 162.08, Subd 4 (d), provides that accumulated balances in excess of two years of municipal account apportionments may be spent on projects located outside of municipalities under 5000 population when approved solely by resolution of the county board.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioner of Transportation transfer \$390,609 (all funds) in excess of two years apportionment into the Regular Construction Account.

Auditor/Treasurer Pauling reported that a farm by Butterfield is applying for funds for solar energy for their farm through the St. Paul Port Authority which has PACE (Property Assessed Clean Energy) funds. It was noted that they don't compete with RMEB. They would like to enter an agreement with the County to allow for special assessments to repay the loan of \$138,000.

Commissioner Branstad reported on the AMC Natural Resources meeting he attended.

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