

WATONWAN COUNTY BOARD
MAY 16, 2023
9:00 A.M.

The Watonwan County Board of Commissioners met in regular session on May 16, 2023 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, Dillon Melheim, Bill Miller, Jim Pettersen and Scott Westman. The meeting was opened with the Pledge of Allegiance.

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

Emergency Management Director Ryan Visher was present to request that the Board declare a State of Emergency due to the recent flooding.

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

RESOLUTION DECLARING A STATE OF EMERGENCY

WHEREAS, the Recent Spring Rain and Flooding impacted the population of Watonwan County and its cities; and

WHEREAS, the Recent Spring Rain and Flooding event has caused a significant amount of public property damage; and

WHEREAS, the Watonwan County Department of Emergency Management requests the Watonwan County Board of Commissioners to declare Watonwan County in a State of Emergency for the Recent Spring Rain and Flooding event of 2023;

NOW, THEREFORE, BE IT RESOLVED, that the Watonwan County Board of Commissioners declares Watonwan County in a State of Emergency for conditions resulting from the Recent Spring Rain and Flooding event of May 11th, 2023 and onward until these floodwaters recede.

Land Management Director David Haler was present with Phil and Karen Skow to review their application for rezoning of 12.79 acres in Long Lake Township from Agricultural to Rural Residential. The rezoning was recommended

Miller moved, Melheim seconded and the motion passed unanimously, to approve the rezoning application of Phil and Karen Skow, to rezone 12.79 acres of Government Lots 2 & 3 in Section 10 of Long Lake Township, from Ag to Rural Residential.

Branstad moved, Pettersen seconded and the motion passed unanimously, to approve the minutes of the May 2 regular meeting.

Melheim moved, Branstad 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—\$239,155.49; Solid Waste Fund—\$28.02; Ditch Fund—\$42,039.46; and the Road and Bridge Fund—\$34,176.64; and to approve the April Disbursements listing as presented.

Veterans Service Officer Deb Grote was present to request to replace the Veteran's Van which was starting to have issues. They wanted to move away from the Sprinter due to maintenance issues. Not many vans were available. She was able to use a \$7,500 grant and could apply for others.

Branstad moved, Melheim seconded and the motion passed unanimously, to approve obtaining quotes for a Traverse or Explorer for the Veterans Van.

Branstad moved, Miller seconded and the motion passed unanimously, to approve the Notice of Funds Available 2023 - #5 with Minnesota Valley Action Council for Employment and Training to receive the Region 5 SNAP Support Service Grant in the amount of \$880.00.

No action was taken on the National Center for Public Lands Counties Contribution.

Melheim moved, Pettersen seconded and the motion passed unanimously, to approve setting a public hearing for June 6 at 9:30 A.M. to discuss the Sheriff's Fee Schedule.

Branstad moved, Miller seconded and the motion passed unanimously, to approve the training requests submitted by Karla Doll, Meggie Munsterman and Jared Bergeman.

Melheim moved, Pettersen seconded and the motion passed unanimously, to approve the appointments of Linda Resick, James Mullen and Anthony Nelson as part-time Transit Bus Drivers.

Pettersen moved, Melheim seconded and the motion passed unanimously, to approve the appointment of Bryan Rathman as Shop/Equipment Maintenance Supervisor.

Branstad moved, Miller seconded and the motion passed unanimously, to accept the resignation in good standing of Anna Curry from the position as License Center Office Manager.

Branstad moved, Melheim seconded and the motion passed unanimously, to approve advertising for the full-time positions of License Center Office Manager and the new position of Administrative Assistant for Auditor/Treasurer/HR.

Facilities Manager Matt Durheim was present regarding the tuckpointing project for the Courthouse and Law Enforcement Addition. Quotes were received right under the threshold requiring bids. The following were received:

<u>VENDOR</u>	<u>AMOUNT</u>
Karr Tuckpointing Building Restoration Corporation	\$170,620.00 \$169,858.00

Branstad moved, Melheim seconded and the motion passed unanimously, to approve accepting the quote of Building Restoration Corporation in the amount of \$169,858.00 to perform the tuckpointing project.

Durheim reported that Human Services lost their cleaning person. The City of St. James was paying the County to do the cleaning at the Library, but 90 days was needed to end that contract. After that, the position could be reallocated to Human Services.

Pettersen moved, Branstad seconded and the motion passed unanimously, to approve giving 90-day notification to the City of St. James to end the Library cleaning contract.

Discussion was held on heating/cooling issues for various locations.

Public Works Director Darrell Pettis was present and gave an update on 2023 and 2024 construction projects. He gave a report on maintenance, and noted that there were about 10 roads that were under water from the recent flooding. He requested authorization to obtain quotes for a new sign truck that was budgeted for in 2021, as well as a half-ton pickup and Bobcat rake in the current budget. By general consensus the Board approved obtaining the quotes as requested.

The following quotes were received for bituminous hot mix:

<u>VENDOR</u>	<u>AMOUNT/TON</u>
WW Blacktopping	\$66.00 – WEB340 B Oil
	\$67.00 – WEA340 B Oil
	\$64.00 – NWB330 B Oil
	\$85.00 – Sand Mix
Valley Asphalt Products	\$78.50 – Spec. 2360 ¾”
	\$81.50 – Spec 2360 ½”
	\$95.00 – Sand Mix
Nielsen	\$70.50 – ½ B Oil
	\$70.50 – ½ C Oil
	\$78.50 – ¾ C Oil
	\$78.50 – ¾ C Oil
	\$73.00 – Patch Mix

Melheim moved, Branstad seconded and the motion passed unanimously, to approve accepting the quoted prices of WW Blacktopping, Valley Asphalt Products and Nielsen for the purchase of FOB Bituminous.

Branstad moved, Pettersen seconded and the motion passed unanimously, to approve accepting the quote of H&R Construction in the amount of \$24,775.00 for Guardrail repairs at three locations around the County.

Melheim moved, Miller seconded and the motion passed unanimously, to approve accepting the quote received from St. James Electric in the amount of \$7,324.00 for electrical work at the Fairgrounds.

Pettis presented a request to advance State Aid Construction Funds.

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

RESOLUTION

WHEREAS, the County of Watonwan is planning to implement County State Aid Street Project(s) in 2023 which will require State Aid funds in excess of those available in its State Aid Regular 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 (5/7/2023)		\$1,454,158.07
Less estimated disbursements:		
Project # SAP 083-608-023	\$151,219.20	
Project # SAP 083-610-042	\$300,172.26	
Project # SAP 083-610-043	\$263,425.35	
Project # SAP 083-610-044	\$225,921.27	
Project # SAP 083-612-021	\$554,973.39	
Project # SAP 083-619-013	\$308,855.55	
Project # SAP 083-622-007	\$ 76,141.23	
Project # SAP 083-626-006	\$232,574.70	
Project # SAP 083-627-024	\$681,554.00	
Bond Principle (if any)	\$	
Project Finals (overruns-if any)	\$	
Other	\$	
Total Estimated Disbursements		\$2,794,836.95
Advance Amount (amount in excess of acct balance)		\$1,340,678.88

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 \$1,340,678.88 in accordance with Minnesota Rules 8820.1500, Subp. 9. I hereby authorize repayments from subsequent accruals to the Regular Construction Account of said County from future year allocations until fully repaid.

Pettis noted that Houston Engineering was proceeding with the project to determine the right-of-ways and section corners in Riverdale Township.

Melheim moved, Miller seconded and the motion passed unanimously, to approve accepting the quote of Sir Lines-A-Lot in the amount of \$115,800.50 for the highway pavement striping project. This was the only quote submitted.

Commissioner Branstad reported that June 7 AMC District 7 meeting in Glencoe. He also reported on upcoming Climate Smart St. James meetings on May 24. Two programs with solar experts would be held at the Library, at noon for businesses and 7:00 P.M. for residential. On June 5 he would be going on a trip to Morris regarding green hydrogen being turned into anhydrous.

Commissioner Miller reported on the MVAC meeting he attended.

County Auditor/Treasurer/Coordinator Kelly Pauling reported that the asbestos assessment on the 701 1st Avenue South property was completed. IEA would manage the project for \$2,000.

Branstad moved, Melheim seconded and the motion passed unanimously, to recess until May 17 at 9:20.

The meeting was reconvened on May 17 at 9:20 A.M. in the Community Room of the Human Services Building with all members present.

A Memorandum of Understanding was reached with the LELS Deputy Sheriff's unit to clarify that members working extra shifts for Minnesota Enforce Grant Programs would be compensated at their contractual overtime rate regardless of whether they constitute overtime in the contract.

Branstad moved, Miller seconded and the motion passed unanimously, to approve the Memorandum of Understanding with the LELS Deputy Sheriff's Unit.

Melheim moved, Pettersen seconded and the motion passed unanimously, to approve a temporary On-Sale Liquor License for the St. James Fire Department on June 24 at the Fairgrounds, and to approve Auditor/Treasurer/Coordinator Kelly Pauling's signing.

Miller moved, Melheim seconded and the motion passed unanimously, to adjourn the meeting.

Jim Pettersen, Chairman
Watowan County Board

Lisa Schumann, Deputy Clerk
Watowan County Board

ATTEST: Kelly Pauling
Watowan County Auditor/Treasurer