

WATONWAN COUNTY BOARD
JULY 5, 2023
9:00 A.M.

The Watonwan County Board of Commissioners met in regular session on July 5, 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, Melheim seconded and the motion passed unanimously, to approve the Agenda as amended.

Emergency Management Director Ryan Visser was present and reported that the State approved Disaster Public Assistance for the County and cities due to the May flooding. He requested authorization to purchase a dedicated vehicle with Emergency Management ARPA grant funds of \$54,000. It would be loaded with critical equipment, and would be able to pull the response trailer.

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

A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF THE COUNTY OF WATONWAN IN THE STATE OF MINNESOTA
TO ACCEPT THE AMERICAN RESCUE PLAN ACT (ARPA)
EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG)
ADMINISTERED BY THE STATE OF MINNESOTA
AND AUTHORIZE THE FOLLOWING:

WHEREAS, Watonwan County was approved for the supplemental 2022 ARPA Emergency Management Performance Grant (EMPG) from the State of Minnesota related to the purchase of a dedicated emergency management half-ton truck in the amount of \$54,000; and

WHEREAS, the 2022 ARP A EMPG normally requires a local match of county expenditures but allows for overmatch funds which have already been paid by Watonwan County to act as the match, as well as quarterly and annual reports to be completed and submitted; and

WHEREAS, timely execution of this grant is necessary.

NOW, THEREFORE, LET IT BE RESOLVED, that the Chairman, County Auditor, or Emergency Management Director are authorized to execute this grant agreement on behalf of Watonwan County.

Miller moved, Melheim seconded and the motion passed unanimously, to approve accepting quotes for the purchase of the new Emergency Management vehicle.

Ditch Inspector Carrie Schultz was present to review quotes for ditch repairs. JD #35 and 13 were having issues, so the highway department would open inspection holes and ISG would perform

televising at an estimated project cost of \$11,294.50 for JD #35 and \$7,764.33 for JD #13. CD #4 had a sink hole that needed repair. She recommended Nickel for the repair. The following quotes were received:

<u>VENDOR</u>	<u>AMOUNT</u>
Bryan Nelson	\$2,930.00
Nickel Construction	\$ 628.20

Melheim moved, Branstad seconded and the motion passed unanimously, to approve accepting the quotes of ISG in the total amount of \$19,058.83 for televising JD #35 and #13, and to accept the quote of Nickel Construction, Inc. in the amount of \$628.20 for sink hole repairs on CD #4.

Schultz reviewed the proposed Policy on County Drainage Contracts and Bidding, giving the Ditch Inspector the authority to initiate ditch work that is \$25,000 or less for repairs by preferred contracts. It was stressed that interested contractors all be given the opportunity to provide quotes.

Pettersen moved, Melheim seconded and the motion passed unanimously, to approve the Watonwan County Drainage Contracts and Bidding Policy.

Miller moved, Melheim seconded and the motion passed unanimously, to approve the minutes of the June 20 regular meeting.

Branstad moved, Pettersen 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—\$66,358.21; Solid Waste Fund—\$2,026.23; Building/Equipment Fund—\$2,085.39; Ditch Fund—\$5,474.00; and the Road and Bridge Fund—\$139,766.12; and to pay the following credit cards: General Fund—\$6,530.22; Solid Waste Fund—\$244.58; Road and Bridge Fund—\$100.00; Library Fund—\$197.34; and Soil & Water Conservation—\$263.79.

Miller moved, Pettersen seconded and the motion passed unanimously, to approve the training request submitted by Meggie Munsterman.

Pettersen moved, Melheim seconded and the motion passed unanimously, to approve annual pay step increases for Lisa Carlson, Andrea Wellnitz, David Haler, Carrie Schultz, Laura Escobar, Megan Svalland, Jalyn Woratschka, Matthew Bowman and Matthew Svalland.

Branstad moved, Miller seconded and the motion passed unanimously, to approve the appointment of Melissa Wall as a Dispatcher, dependent on satisfactory background check.

Miller moved, Melheim seconded and the motion passed unanimously, to approve issuing a Solid Waste Hauler's License to Blue River Excavating, LLC.

Pettersen moved, Melheim seconded and the motion passed unanimously, to approve holding a special meeting at 1:45 on July 11 to meet with State Auditor Julie Blaha.

Melheim moved, Branstad seconded and the motion passed unanimously, to approve closing the meeting at 9:30 pursuant to M.S. § 13D.05, subd. 3(b) for attorney client privilege regarding a Human Services client. Also present were Human Services Director Amy Pluym, Social Services Supervisor Katy Goldschmidt and Social Worker Katy Sturm.

Branstad moved, Melheim seconded and the motion passed unanimously, to open the meeting at 9:50.

Public Works Director Darrell Pettis was present to review operations. He reviewed an Engineering Services Proposal from ISG for the CR 119 culvert/bridge replacement project.

Branstad moved, Melheim seconded and the motion passed unanimously, to approve accepting the Professional Services Proposal from ISG in the amount of \$16,800.00 for the CR 119 culvert repair project.

Pettis reviewed a request from Adrian Township Road for engineering assistance in replacement of a paved section of 660th Avenue in the SE corner of the Township. It was included in the request for State Emergency funding.

Melheim moved, Pettersen seconded and the motion passed unanimously, to approve the Public Works Department's assistance in preparing plans for the Adrian Township road replacement.

Pettis reviewed a Professional Surveying Services Proposal from ISG for North Long Lake Drive Right-of-Way. Long Lake Township. He requested authorization to officially determine the plat and monument the County's right-of way around Long Lake. No action was taken pending further review.

Pettis requested a feasibility study by ISG to explore the outlet of the Helling Pit into JD 18. Commissioner Melheim suggested a shut-off in heavy rain events.

Branstad moved, Melheim seconded and the motion passed unanimously, to approve accepting the quote of ISG in the amount of \$3,000 to conduct the feasibility study for a lateral to JD #18.

Discussion was held regarding the Highway Department outshops, and whether they should be improved or replaced. Pettis would put out a request for proposals to review the options.

Madelia Township has requested assistance with engineering of the paved Township Road for the Township Bridge 4009 project over Elm Creek. The project could be included in the 2024 paving contract.

Pettersen moved, Miller seconded and the motion passed unanimously, to approve assisting Madelia Township with engineering services.

Pettis reported that MnDOT was requesting the use of County roads during the TH 4 project in 2024.

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

RESOLUTION

IT IS RESOLVED that Watonwan County enter into MnDOT Agreement No. 1053904 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use of County State Aid Highway No. 8 and County State Aid Highway No. 27 to be used as a detour route during the construction to be performed upon, along, and adjacent to Trunk Highway No. 4 from the West Junction County State Aid Highway No. 26 to Trunk Highway No. 60 under State Project No. 4602-27 (T.H. 4=084).

IT IS FURTHER RESOLVED that the Chair Jim Pettersen and the Auditor/Treasurer Kelly Pauling are authorized to execute the Agreement and any amendments to the Agreement.

Commissioner Melheim reviewed some issues at the Fairgrounds.

Branstad moved, Melheim seconded and the motion passed unanimously, to adjourn at 10:50.

Jim Pettersen, Chairman
Watonwan County Board

Lisa Schumann, Deputy Clerk
Watonwan County Board

ATTEST: Kelly Pauling
Watonwan County Auditor/Treasurer