

WATONWAN COUNTY BOARD
AUGUST 1, 2023
9:00 A.M.

The Watonwan County Board of Commissioners met in regular session on August 1, 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, Jim Petterson and Scott Westman. Absent: Bill Miller. The meeting was opened with the Pledge of Allegiance.

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

Veterans Service Officer Deb Grote was present to discuss a software upgrade to VetPro for data management and filing claims electronically. Two user licenses for the software would cost \$900.00.

Petterson moved, Branstad seconded and the motion passed unanimously, to approve the upgrade to VetPro at the annual amount of \$900.00.

Melheim moved, Petterson seconded and the motion passed unanimously, to approve the minutes of the July 18 regular meeting.

Branstad moved, Melheim 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—\$21,959.59; Building/Equipment Fund—\$13,434.93; Ditch Fund—\$39,476.56; and the Road and Bridge Fund—\$164,492.92; and to pay the following credit cards: General Fund—\$5,742.98; Solid Waste Fund—\$146.00; Road and Bridge Fund—\$264.80; Library Fund—\$122.99; and Soil & Water Conservation—\$198.73.

Branstad moved, Petterson seconded and the motion passed unanimously, to approve the Master Agreement with MVAC for Employment and Training services effective July 1, 2023 to December 31, 2024.

Petterson moved, Melheim seconded and the motion passed unanimously, to approve the MVAC Notice of Funds Available 2024 - #1 for Employment and Training in the amount of \$30.00 for SNAP Support Services.

Petterson moved, Branstad seconded and the motion passed unanimously, to approve the training requests submitted by Deb Grote, David Haler and Lisa Schumann.

Branstad moved, Melheim seconded and the motion passed unanimously, to approve annual pay step increases for Julie Carr, Grace Brehmer, and Jessica Suess.

Petterson moved, Melheim seconded and the motion passed unanimously, to approve the appointment of Jarah Hagen as Office Technician for the County Recorder's Office.

Melheim moved, Branstad seconded and the motion passed unanimously, to approve the retirement in good standing of Logan Sizer from the position of Heavy Equipment Operator.

Discussion was held regarding the lag that occurs in starting new hires when candidates wait to give their notice until approved by the Board. It was noted that staff have been allowed to start prior to approval by the Human Services Board, since meetings are only held once a month.

Melheim moved, Branstad seconded and the motion passed unanimously, to approve amending the hiring procedure to allow the County Coordinator to authorize the appointment of new non-supervisory hires, with final approval by the County Board.

Public Works Director Darrell Pettis was present and reviewed the replacement of CSAH 9 Bridge #90330. ISG submitted a proposal for preparing the design and plans.

Branstad moved, Melheim seconded and the motion passed unanimously, to approve the Professional Services Proposal of ISG in the amount of \$19,000.00 for analysis, design and plans for the CSAH 9 Bridge #90330 replacement project.

Pettis reviewed a request from MnDOT for a Lighting Maintenance Agreement at two intersections on Highway 4, with CSAH 7 & CSAH 10. The State would install the lighting, and the County would provide the maintenance and power.

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

RESOLUTION

IT IS RESOLVED, that Watonwan County enter into MnDOT Agreement No. 1053894 with the State of Minnesota, Department of Transportation for the following purposes:

To provide ownership, operation, and maintenance of Lighting System on Trunk Highway (T.H.) No. 4 at County State Aid Highway No. 7 and County State Aid Highway No. 10. The contract construction is to be performed under State Project No. 4602-27 (T.H. 4=084).

IT IS FURTHER RESOLVED, that the County Board Chair and the Auditor/Treasurer/Coordinator are authorized to execute the Agreement and any amendments to the Agreement.

Pettis reviewed various projects underway. The City of St. James was approved for the Active Transportation Project. The City of Madelia Center Avenue bonding project kick-off meeting was held, and funding would pass through the County. The funding letter was received for the LaSalle Bridge project.

The following quotes were received for the Madelia recycling shed:

<u>VENDOR</u>	<u>AMOUNT</u>
Swede's Buildings	\$12,650.00
Tuff Shed	\$13,094.00

Petterson moved, Branstad seconded and the motion passed 3 to 1 with Westman opposed, to approve accepting the quote of Swede's Buildings in the amount of \$12,650.00 for a new recycling shed for Madelia.

Discussion was held regarding the regulation of cannabis derived products. No action was taken pending further review.

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

Jim Pettersen, Chairman
Watsonwan County Board

Lisa Schumann, Deputy Clerk
Watsonwan County Board

ATTEST: Kelly Pauling
Watsonwan County Auditor/Treasurer