

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

The Watonwan County Board of Commissioners met in regular session on September 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.

Public Works Director Darrell Pettis was present and reported that only one quote was received for the Base One projects.

Branstad moved, Melheim seconded and the motion passed unanimously, to approve accepting the quote of AllStates Pavement Recycling and Stabilization in the amount of \$39,326.35 for the Base One projects on CR 123, CR 113 and CSAH 18.

Pettis reviewed an Engineering Services Proposal from ISG to replace Bridge #90356 on CR 117. The project is eligible for state bridge funds.

Melheim moved, Miller seconded and the motion passed unanimously, to approve the Professional Services Proposal submitted by ISG for CR 117 Bridge Replacement of Bridge #90356.

Pettis reviewed the 2022 Road and Bridge Annual Report.

Branstad moved, Pettersen seconded and the motion passed unanimously, to approve the 2022 Road and Bridge Annual Report as presented.

Pettis reviewed a new funding source named PROTECT, for flood mitigation on specific roads. \$700,000 is available for the 13 counties. Transportation Alternatives federal funding is also available for application. He proposed requesting additional funding for the Watline Trail, and to add new overlay on the shoulders of the Hammond Highway.

The following quotes were received for culverts:

<u>VENDOR</u>	<u>AMOUNT</u>
Metal Culverts, Inc.	\$40,590.30
Contech Engineered Solutions	\$47,187.90

Melheim moved, Miller seconded and the motion passed unanimously, to approve accepting the quote of Metal Culverts, Inc. in the amount of \$40,590.30 for the purchase of galvanized corrugated metal pipes in 15", 18" and 24" diameter.

Pettis reviewed a quote from Schwichert's to repair the roof at the shop in St. James for \$5,867.00.

Branstad moved, Pettersen seconded and the motion passed unanimously, to approve accepting the quote of Schwichert's Tecta America in the amount of \$5,867.00 for roof repairs at the Highway Shop in St. James.

Pettis reported that \$1.5 million in Local Road Improvement Project (LRIP) funding would be available for counties, cities and townships. Populations under 5,000 must go through the County.

Emergency Management Director Ryan Visher was present to review the process for the Emergency Operations Plan. He stressed the need to meet and discuss what happens in the first two hours after an emergency.

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

RESOLUTION FOR ADOPTION AND
ACCEPTANCE OF EMERGENCY OPERATIONS PLAN

WHEREAS, each County in the State of Minnesota is required by MSS Chapter 12.25 (2) to have an updated Emergency Operations Plan; and

WHEREAS, the State of Minnesota Division of Homeland Security and Emergency Management has a rotating review process: first year - County Board Review, second year - Regional Review Committee Review, third year - Peer County Emergency Management Review, and fourth year - State of Minnesota Homeland Security and Emergency Management Review; and

WHEREAS, the Homeland Security and Emergency Management Rotation for 2023 requires Watonwan County's Emergency Operations Plan to be reviewed by the Watonwan County Board; and

WHEREAS, the Homeland Security and Emergency Management review requirement states that the Watonwan County Board, after reviewing the Emergency Operations Plan, must adopt and accept the Emergency Operations Plan by Resolution.

NOW, THEREFORE, BE IT RESOLVED, on this September 5th, 2023, that the Watonwan County Board hereby adopts and approves the current Emergency Operations Plan for Watonwan County, as managed by the Watonwan County Emergency Management Department.

Visser reported that the Madelia Trailer Park was approved for an emergency shelter.

Miller moved, Pettersen seconded and the motion passed unanimously, to approve the minutes of the August 15 regular meeting.

Melheim 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—\$98,428.78; Solid Waste Fund—\$959.14; Soil & Water Conservation—\$411.43; Ditch Fund—\$38,983.82; Forfeited Land Fund—\$372.05; and the Road and Bridge Fund—\$35,163.86.

Branstad moved, Pettersen seconded and the motion passed unanimously, to approve the Chair's signing of the Minnesota River Valley Drug Task Force Joint Powers Agreement comprised of the Cities of Mankato, North Mankato, St. James, St. Peter, Madelia and Fairmont, and Counties of Blue Earth, Martin, Nicollet and Watonwan.

Branstad moved, Melheim seconded and the motion passed 4 to 1 with Westman abstaining as an applicant, to approve Hauler's Licenses for Mark Anderson, Lloyd's Construction and Roadways Construction.

Branstad moved, Melheim seconded and the motion passed unanimously, to deny the Tyler MnCCC Agreement.

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

RESOLUTION
AUTHORIZING APPOINTMENT OF MEMBER/S TO THE
ST. JAMES MUNICIPAL AIRPORT
JOINT AIRPORT ZONING BOARD

WHEREAS, The City of St. James, hereinafter called the Municipality, owns and controls the St. James Municipal Airport; and

WHEREAS, Portions of the airport hazard area adjacent to the airport are located outside the territorial limits of said Municipality but within the territorial limits of this County; and

WHEREAS, the above Municipality has requested in writing that we join them on the St. James Municipal Airport Joint Airport Zoning Board; and

WHEREAS, this County deems it necessary and expedient to participate in a Joint Airport Zoning Board in cooperation with the above Municipality pursuant to Minnesota Statutes Section 360.063, Subdivision 3, and other applicable laws for the purpose of establishing, administering and enforcing zoning laws for the areas surrounding the airport and for the protection of the airport and the public; and

WHEREAS, the above statute provides that this County has the right to appoint two (2) persons to said Board (said persons should not be members of this Board); and

WHEREAS, Subdivision. 3 of Section 32 of the Appropriations Bill passed by the Minnesota Legislature effective July 1, 1973, provides that no moneys shall be expended by the Commissioner of Transportation of the State of Minnesota to improve and maintain an

airport unless the governmental unit owning the airport has or is establishing a zoning authority for the airport.

NOW, THEREFORE, BE IT RESOLVED by the undersigned County as follows:

1. That the undersigned County hereby appoints Land Management Director David Haler and Assistant Zoning Administrator Kyla Schlomann to be its representatives on said Board, said persons to serve for an indefinite term until they resign or are replaced by the undersigned County.

A budget work session was scheduled for Tuesday, September 12 at 8:30 A.M.

Miller moved, Pettersen seconded and the motion passed unanimously, to approve out of state travel for two Human Services employees to attend a conference in Salt Lake City, Utah, with travel, lodging and conference fees to be paid by grant funding from the Adult Mental Health Initiative.

Pettersen moved, Miller seconded and the motion passed unanimously, to approve annual pay step increases for Robert Moll and Jarred Urban.

Branstad moved, Melheim seconded and the motion passed unanimously, to approve the appointment of Carolyn Runck as an on-call Branch Library Assistant.

Branstad moved, Miller seconded and the motion passed unanimously, to approve reassigning branch library staff hours, with Rose Carsten changing to on-call, Monique Hoffmann-Urban adding 2 hours, and Dawn Junker adding 5.5 hours at the Butterfield Branch Library.

Branstad moved, Pettersen seconded and the motion passed unanimously, to approve the appointment of Commissioners Melheim and Miller to serve on the union negotiating committee.

Pettersen moved, Westman seconded and the motion passed unanimously, to approve hiring Bjorklund Compensation Consulting to perform a market study of County salaries.

Commissioner Melheim recommended having Mechanic interns at the Public Works Department. Future discussion would be held with Director Pettis.

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

TMT (TAKE ME THERE) TRANSIT SYSTEM
RESOLUTION

WATONWAN COUNTY HAS RESOLVED to apply for the 2024 Greater Minnesota Transit Operating Grant and enter into an Agreement with the State of Minnesota to provide public transit service.

FURTHER RESOLVED that Watonwan County agrees to provide a local share of up to 5 percent of the total operating cost and up to 20 percent of the total capital costs.

FURTHER RESOLVED that Watonwan County agrees to provide 100 percent of the local share necessary for expenses that exceed funds available from the State.

FURTHER RESOLVED that Watonwan County authorizes the Transit Director and/or County Auditor/Treasurer to execute the Agreement and any amendments.

Branstad moved, Melheim seconded and the motion passed unanimously, to adjourn at 10:00.

Jim Pettersen, Chairman
Watonwan County Board

Lisa Schumann, Deputy Clerk
Watonwan County Board

ATTEST: Kelly Pauling
Watonwan County Auditor/Treasurer