

OFFICIAL PROCEEDINGS
MARSHALL COUNTY BOARD OF COMMISSIONERS
April 21, 2020 9:00 A.M.
Marshall County Boardroom

The Pledge of Allegiance was given.

Chairperson Borowicz called the meeting to order with Commissioners Gary Kiesow, Sharon Bring, Kenneth Borowicz, Rolland Miller and Jim Duckstad present via Zoom at meeting I.D. 998-9307-3310 and password 037970, per MN Statute 13D.021. Auditor-Treasurer Scott Peters was present in the Boardroom. Social Services Director Chris Kujava and Highway Engineer Lon Aune were present via Zoom as well.

The Board approved the April 21, 2020 meeting agenda. **M/S/C – Bring, Duckstad (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**

The minutes from the April 7, 2020 meeting were approved with corrections. **M/S/C – Bring, Duckstad (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**

RESOLUTION 04-16-01

BE IT RESOLVED, that after review of the following bills, authorization for payment of the same in the following total amounts, are hereby approved, with a detailed listing kept on file at the Auditor's office.

| | |
|------------------------------|---------------------|
| Commissioner Warrants | \$354,040.41 |
|------------------------------|---------------------|

M/S/C – Kiesow, Miller (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.

RESOLUTION 04-16-02

PER DIEMS

| | |
|------------------|-----------------|
| Kenneth Borowicz | \$140.00 |
| Sharon Bring | \$210.00 |
| Gary Kiesow | \$140.00 |
| Domita Mack | \$70.00 |
| Total | \$560.00 |

M/S/C – Bring, Kiesow (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.

County Public Health Director Fran Tougas and Emergency Manager Josh Johnston joined the meeting via Zoom and provided a COVID-19 Update.

1. Have 1st confirmed case in Marshall County – no new protocols to take as they are already in place.
2. LM Power in Grand Forks has seen a number of positive cases. This will most likely impact our County as well.
3. The Governor's Stay at Home Order is in place until May 4th.
4. Testing is limited in this part of the State. All tests need to be sent away for results. There is a quicker test version and also a blood antibody test that will show those that have antibodies against the virus. We are unsure when either of these tests will be available here.
5. North Valley now has a drive thru Respiratory Clinic. All North Valley employees are now wearing masks at work. Area hospitals are preparing for possible needs for increase in bed space.
6. Information relating to the Pandemic is being communicated through the Emergency Management Facebook site. This site is being read by over 1000 persons daily and was as high as 20000 hits on Sunday's post of a positive case in the County.

7. A Homelessness plan was discussed if this occurs in Marshall County due to the Pandemic.
8. Fran and Josh are coordinating efforts in working with all partners in the County and meeting weekly for a coordinated response.
9. Information relating to this event changes daily.
10. Josh has acquired a stock of hand sanitizers from Up North Distillery in Kittson County.
11. Mask donations by community members is increasing.
12. Polk County has 13 new cases from yesterday.
13. Minnesota Department of Health has models in place indicating the peak for the Virus could be sometime from end of May to June, but these are just models at this time.

Mr. Johnston provided a Flood Report to the Board.

1. Water is receding but still over a few roads on the west side of the County
2. Letters to affected Townships have been sent to ascertain damages.
3. The County will probably qualify for a State Disaster Declaration.

The Board authorized Environmental Services Administrator Josh Johnston to sign and enter into the new SCORE Grant Agreement on behalf of the County. **M/S/C – Bring, Duckstad (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**

Social Services Director Chris Kujava met with the Board via Zoom.

General Business

- A. COVID and FMLA Emergency Act Information
- B. The Board approved the Marshall County Social Services Work Schedule Plan. **M/S/C – Kiesow, Miller (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**
- C. Attendance Chart was shared.

Personnel

- A. The Board accepted the resignation of Social Worker Patsy Kuznia, thanking her for her service with the County. The Board further authorized replacement of the open Social Worker position. **M/S/C – Bring, Duckstad (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**

Director's Administrative Report

- A. Case Load Eligibility Worker Report
- B. Budget Update

Authorizations

Case Activity, Bills of \$91,798.86 and Director Actions received Board approval.

M/S/C – Miller, Bring (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.

County Engineer Lon Aune addressed the Board for the following Highway and Ditch Authority Business.

- 1) Resolutions/Agreements
 - a. Resolution to accept quotes for two mowers.
 - b. Resolution to accept quotes for trailer.
- 2) Highway Department Updates
 - a. Flood Work – Cleaning flood debris on County Road 9. County Roads 4, 5 and 17 are still under water in some areas. State Highway 220 is closed. State Highway 1 is open for 5 ton traffic. Maintenance crews are taking pictures of damaged roads to log for repair costs.

- b. Work Schedule Update – Maintenance staff are back to work at full force. Office is working with use of separation and working from home. Employees operate and stay in the same piece of equipment for safety purposes.
- c. County Road 11 project will resume within 2 weeks.
- d. Crack Sealing and the County Road 15 and 17 projects to start soon.

The Board authorized the Highway Department to send a letter of noncompliance to landowners that are in need of completing needed Buffers, asking for contact with the SWCD to complete requirements. **M/S/C – Borowicz, Duckstad (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**

3) General Discussion

- a. Applications for Motor Grader Operator. Status Update
- b. Applications for Surveyor
- c. Applications for Engineering Technician – all applications will be reviewed as best as possible, keeping safety in mind.

The Board recessed the Regular Board Meeting and opened the Ditch Authority Meeting. **M/S/C – Bring, Kiesow (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**

The Board approved a Culvert Extension and fill of overburden on County Ditch 20 in sections 12 and 13 in Excel Township where the ditch crosses County Road 12. **M/S/C – Kiesow, Miller (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**

Mr. Aune received a letter of petition from James Vansickle requesting the addition of land in the East half of the Northwest Quarter and the Northeast Quarter of Section 11 in Warrenton Township into the benefited area of County Ditch 3. The Board accepted the petition letter and authorized a future Public Hearing Date to be set to consider the petition. **M/S/C – Miller, Duckstad (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**

Commissioner Kiesow asked that action steps begin on previous petitions by landowners to join the County Ditch 32 System.

The Board closed the Ditch Authority Meeting and reconvened the Regular Board Meeting. **M/S/C – Kiesow, Duckstad (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**

RESOLUTION 04-21-03

WHEREAS, the following quote was received for the purchase of two (2) 14' LANDPRIDE Rotary Cutters with trade-in:

| | |
|---------------------------------|-------------|
| Kittson Auto and Implement..... | \$19,900.00 |
| Titan Machinery..... | \$26,000.00 |

AND WHEREAS, the quote of Kittson Auto and Implement, Inc. for \$19,900.00 has been determined to be the best quote.

NOW THEREFORE, be it resolved that the quote of Kittson Auto and Implement be accepted for furnishing two (2) LANDPRIDE (14') RCM5014 Rotary Cutter Mowers and the County Highway Engineer be authorized to purchase two (2) LANDPRIDE (14') RCM5014 Rotary Cutter Mowers for \$19,900.00. **M/S/C – Bring, Kiesow (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**

RESOLUTION 04-21-04

WHEREAS, the following quotes were receive for the purchase of one (1) New Felling FT-50 with Air Tilt Trailer:

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|----------------|-------------|
| RDO Equipment | \$29,850.00 |
| Road Machinery | \$34,009.00 |

AND WHEREAS, the quote of RDO Equipment for \$29,850.00 has been determined to be the best quote.

NOW THEREFORE, be it resolved that the quote of RDO Equipment be accepted for furnishing one (1) New Felling FT-50 with Air Tilt Trailer and the County Highway Engineer be authorized to purchase one (1) New Felling FT-50 with Air Tilt Trailer for \$29,850.00. **M/S/C – Bring, Miller (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**

Auditor-Treasurer Peters provided the following for his report:

1. Five Year Financial Report
2. Investment Update – Keeping funds liquid – lessened interest rate
3. Audit Update – Audit is going well
4. Office Update
5. COVID-19 – Business/Operations
6. In light of the retirement of Social Worker Tammy Johnson, she will stay on as Marshall County Multi County Housing Representative. Social Service Director Chris Kujava will work on assigning an employee to the open Salvation Army Board Position.
7. A Courtroom Cable Wiring Quote from Miller Electric for \$2,050 was approved. Commissioner Miller recused himself from this discussion and vote. **M/S/C – Kiesow, Duckstad (4,0) – Roll Call Vote Taken: Aye – Kiesow, Bring, Duckstad, Borowicz. Nay – 0.**
8. Ag Services Position future discussion

The following Commissioner/Committee Reports were shared:

| <u>Commissioner</u> | <u>Meeting/Report</u> |
|---------------------|--|
| Borowicz | Quin |
| Bring | Northwest Community Action, County Park Board |
| Kiesow | Northwest Community Action, Red River Basin Executive Board, Northwest Regional Development Commission, 11 Township Appeal and Equalization Meetings |
| Miller | County Park Board, Middle Snake Tamarac Watershed |
| Duckstad | Northwest Mental Health, Land of the Dancing Sky Area Agency on Aging |

The meeting was adjourned at 12:15 p.m. by Chairperson Borowicz.

CHAIRPERSON,
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
MARSHALL COUNTY AUDITOR-TREASURER