

OFFICIAL PROCEEDINGS
MARSHALL COUNTY BOARD OF COMMISSIONERS
June 2, 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 and Rolland Miller present via Zoom at meeting I.D. 898 2938 4998 and password 382015, per MN Statute 13D.021. Commissioner Jim Duckstad and Auditor-Treasurer Scott Peters were present in the Boardroom. Social Services Director Chris Kujava, Environmental Services Administrator Josh Johnston, Court Administrator Pamala Shaw, District Nine Court Administrator Bob Somerville, Public Health Director Fran Tougas and Highway Engineer Lon Aune were present via Zoom as well.

Court Administrator Pamala Shaw and Ninth District Court Administrator Bob Somerville addressed the Board during open forum. The Board approved the Marshall County Court Reopening Operational Plan. **M/S/C – Kiesow, Bring (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring Borowicz. Nay – 0.**

Assessor Appraiser Alison Wall provided an update to the Board regarding local Equalization meetings. All meetings went well and were held via phone conference. Newfolden City had the biggest change and adjustments as home values there increased by 12%. There is currently only one person that has requested time at the County Board of Equalization meeting on June 16th at 6 pm.

The Board approved the June 2, 2020 meeting agenda with additions. **M/S/C – Miller, Duckstad (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**

The minutes from the May 19, 2020 meeting were approved with corrections. **M/S/C – Bring, Miller (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**

RESOLUTION 06-02-01

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.

Auditor Warrants	
5/26/2020	\$5,503,049.21
Commissioner Warrants	\$200,457.83

M/S/C – Duckstad, Miller (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 provided a Public Health and COVID-19 Update.

1. Foot Care Clinics – working on plan to continue this in a safe way.
2. Virtual Family Home Visits will continue for now.
3. Hepatitis A – there are currently 113 cases in Minnesota, but none in Marshall County. County Inmates are vaccinated for this.

4. There are 12 confirmed Covid cases in Marshall County. 11 are off isolation. Neighboring County numbers are as follows: Pennington – 23, Polk – 61, Grand Forks – 336, Roseau – 2, Red Lake – 4 and Kittson – 1.
5. Public Health is now doing case investigations on confirmed cases. Persons that get tested should isolate for 10 days or 3 days after fever ends minimally. Close contact is considered being within 6 feet for greater than 15 minutes up to 2 days prior to diagnosis of a confirmed Covid case. It is recommended that persons be quarantined for 14 days for verified close contact cases.
6. The Governor's new operational phase begins June 1 and allows personal care, salons, restaurants and bars to outside customers, campgrounds and limited faith based services to reopen with certain limitations and restrictions.
7. The County is tracking all Covid related costs through the financial reporting system.
8. The Courthouse will remain open to the public by appointment and continue operating under the current Emergency Operations Plan that is in place.
9. The Board approved the following three operational criteria in relation to the Covid Pandemic situation:
 - a. All Covid Emergency Sick Hours to date are forgiven.
 - b. Future Emergency Covid Sick Hours will be allowed for Covid related isolation and quarantine only. EFMLA guidelines will continue to be followed for leave requirements.
 - c. All departments should begin phased in reintegration plans for employees returning to work. **M/S/C – Duckstad, Kiesow (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**

Mr. Johnston indicated that his office has sent out applications for Flood Disaster Assistance to all affected entities that may have incurred damages.

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

1) Highway Department Updates

- a. Flood Work – wrapping up cleanup now – will be sending in applications for damages for reimbursement
- b. Work Schedule Update – Office Social Distancing and working from home is continuing. They will follow the new directions given by the Board.
- c. Project Updates
 1. Paving of CSAH 11 – project is near completion. Will continue upon the City of Viking completing repair of their water main break.
 2. CSAH 15 and 17 – Starting June 8th
 3. CSAH 6, 12, 46 – Being Bid on June 16th at 11 a.m.
 4. CSAH 20 and 53 Grading Projects – finalizing plans and right of ways

2) General Discussion

- a. Maintenance position – interviews being completed now
- b. Technician position – applications being reviewed
- c. Surveyor position – applications being reviewed
- d. Calcium Chloride contractor to start hopefully soon

- e. Office cleaning – ODC had performed this, but not able to since epidemic began. Looking to hire service for cleaning.
- f. Kittson County Engineer position is still open – may be getting request for assistance

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Borowicz	Household Hazardous Waste, Employee Benefits Committee
Bring	Transportation Advisory Committee, Minnesota Rural Counties, County Park Report
Kiesow	Red River Basin Executive Committee
Miller	Middle Snake Tamarac Watershed, Employee Benefits Committee

The Board discussed Emergency Medical Services coverage concerns regarding location factors. House number signs would be beneficial to aide with this. The Board recommended that Commissioner Duckstad contact our Emergency Services Department and that they begin working with townships on signage of all residences.

Auditor-Treasurer Peters provided the following for his report:

1. 2020 Tax Collection Report – 63.5 % collected and disbursed
2. 5 Year Financial Report
3. Ditch Report
4. The Board reappointed Bill Peterson to a three year term as Middle Snake Tamarac Board of Managers. **M/S/C – Bring, Duckstad (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**
5. Office Update
6. Covid Sick Hours Report
7. 2021 Budget Discussion
8. 2020 Con Con State Ditch Assessment Report
9. District 3 AMC Meeting – Held virtually on June 11 at 9:00 a.m.
10. 2019 Audit Report – County Reserves are on track. No significant issues cited. Exit Interview with the Board to be held soon.
11. Forfeited Tax Report – Publications, Postings and Certified letters being sent now.
12. State Con Con Report – Has been submitted for 1.85% reimbursement of total.
13. Local Option Disaster Abatements on parcels 15-0046-000, 16-0258-000 and 50-0254-000 were approved by the Board. **M/S/C – Miller, Duckstad (5,0) – Roll Call Vote Taken: Aye – Kiesow, Miller, Duckstad, Bring, Borowicz. Nay – 0.**
14. Payroll Update – changing to Deanna Swendseid as lead
15. Ag Services Position update
16. Future Board Meetings – plan on meeting at courthouse
17. Election Update

The meeting was adjourned at 12:10 p.m. by Chairperson Borowicz.

CHAIRPERSON,
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
MARSHALL COUNTY AUDITOR-TREASURER