

**OFFICIAL PROCEEDINGS**  
**MARSHALL COUNTY BOARD OF COMMISSIONERS**  
**June 16, 2020 - 9:00 A.M.**  
**Marshall County Meeting Room One**

The Pledge of Allegiance was given.

Chairperson Borowicz called the meeting to order with Commissioners Gary Kiesow, Sharon Bring, Kenneth Borowicz, Rolland Miller, Jim Duckstad and Auditor-Treasurer Scott Peters present.

The Board approved the June 16, 2020 meeting agenda with additions. **M/S/C – Kiesow, Miller (5,0)**

The minutes from the June 2, 2020 meeting were approved with corrections. **M/S/C – Kiesow, Duckstad (5,0)**

**RESOLUTION 06-16-01**

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.

**Auditor Warrant**

<b>6/5/2020</b>	<b>\$1,313,883.11</b>
<b>6/9/2020</b>	<b>\$234,829.42</b>

**Commissioner Warrants** **\$313,215.70**

**M/S/C – Bring, Kiesow (5,0)**

**RESOLUTION 06-16-02**

**Per Diems**

Kenneth Borowicz	\$210.00
James Duckstad	\$140.00
Gary Kiesow	\$70.00
<b>Total</b>	<b>\$420.00</b>

**M/S/C – Bring, Duckstad (5,0)**

County Public Health Director Fran Tougas and Emergency Manager Josh Johnston provided a COVID-19 Update. Social Services Administrator Chris Kujava was available for this presentation.

1. There are 12 total cases with none currently active in Marshall County.
2. Testing at Nursing Homes is ongoing by the National Guard.
3. Pennington County has largest increase in cases currently in region.
4. State totals show cases have leveled off.
5. We are now in Phase Three of the Governor's reopening plan with more businesses allowed to open with restrictions. Social distancing, proper sanitary precautions and wearing of masks will be most effective for prevention.
6. New protocols for testing of inmates are now in place.

7. For workplace outbreaks, the Minnesota of Department of Health may also be working with those entities to suppress spread.
8. Public Health has now restarted their foot care program in the County.
9. Mr. Kujava indicated his department will resume the Volunteer Driving Program with new safety protocols in place beginning 7/1/20.
10. Josh now has a decent supply of personal protection supplies in his office.
11. The courthouse is a storm shelter and protocols are in place for the public to gain access upon needs for shelter.

Mr. Johnston obtained Board Chair signature on a landfill permit application. The spring flood preliminary damage assessment meeting will be held today by phone. Josh indicated his office is moving forward well with business in his office.

Social Services Director Chris Kujava addressed the Board on the following.

### **General Business**

- A. COVID-19 Phase One Reopening Plan
- B. Northwest 8 Mental Health Local Advisory Council Duckies Promotion

### **Personnel**

- A. Eligibility Worker interviews are now proceeding.

### **Authorizations**

Case Activity, Bills of \$68,080.28 and Director Actions received Board approval.

### **M/S/C – Bring, Kiesow (5,0)**

Assessor Russ Steer and Appraiser Alison Wall provided an office update and shared information regarding the upcoming 2020 Board of Appeal and Equalization meeting.

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

Resolutions/Agreements – Bids will be opened at 11:00 am on the following projects:

1. SAP 045-606-031
2. SAP 045-612-017
3. SAP 045-646-005

Highway Project Updates:

1. Paving of CSAH 11 – still on hold until completion of water break by the City of Viking and curb and gutter work completed in Viking
2. CSAH 15 and 17 – will begin next week
3. CSAH 6, 12 and 46 – bid as one project
4. Funds from One Watershed One Plan and FEMA usage for CD 23 in Excel Township was discussed.

General Discussion:

1. Maintenance Position – The Board approved to hire Robert Swenson at B-24 Start Step. **M/S/C – Duckstad, Bring (5,0)**
2. The open Technician position is currently on hold for filling.
3. Surveyor position interviews began on 6/12/20. The Board approved to

extend an offer to fill this position at the same step and band as was previously held. **M/S/C – Bring, Duckstad (5,0)**

4. Personnel Discussion
5. CR 53 Repair options were discussed.

The following bids were opened for Project SAP 45-606-312, 45-612-017 and 45-646-005 as follows:

Agassiz Asphalt, LLC	\$1,620,578.32
Mark Sand & Gravel Co.	\$1,694,306.65
Knife River Materials	\$1,753,442.73
R.J. Zavoral and Sons, Inc.	\$1,577,935.25

The Board recessed the Regular Board Meeting and opened the Ditch Authority Meeting. **M/S/C – Duckstad, Miller (5,0)**

A request for land to be removed from benefitted area on County Ditch 8 and drainage concerns on the same was discussed. Mr. Aune will contact the landowner regarding this issue.

Requests to address sloughs on County Ditch 3 and issues with cattails on the Swift Coulee was discussed. Mr. Aune will address the sloughing issue. The Swift Coulee is managed by the DNR.

Water issues from excessive rainfall by a residence in Alma Township were discussed. Mr. Aune will look at the ditch grades to see if enhancements can offer some relief.

The Board discussed the benefitted area on County Ditch 32.

The Board closed the Ditch Authority Meeting and reconvened the Regular Board Meeting. **M/S/C – Bring, Kiesow (5,0)**

Minnesota State Department of Transportation District Two State Aid Engineer Lou Tasa addressed the Board. Mr. Tasa is retiring in July after serving with the Minnesota Department of Transportation for 41 years. Mr. Tasa thanked the Board for a providing a positive working relationship. The Board echoed their appreciation to Mr. Tasa for his service. Mr. Tasa encouraged the Board to participate in the Local Road Improvement Program as needed for improvements on a State Highway for smaller local alterations.

### **RESOLUTION 06-16-03**

BE IT RESOLVED, that pursuant to advertisement for bids for SAP 045-606-031, SAP 045-612-017 and SAP 045-646-005, Milling, Bituminous Pavement and Aggregate Shouldering, the following bids were received:

R.J. Zavoral and Sons, Inc.	\$1,577,935.25
Agassiz Asphalt LLC	\$1,620,589.58

Mark Sand and Gravel Co.	\$1,694,306.65
Knife River Materials	\$1,753,442.73

NOW THEREFORE BE IT RESOLVED that the bid of R.J Zavoral and Sons, Inc. in the amount of \$1,577,935.25 be accepted. **M/S/C – Kiesow, Miller (5,0)**

Sheriff Jason Boman provided an office update to the Board.

1. Mr. Boman shared a dangerous dog ordinance example that was reviewed by the Board. A final version of this type of ordinance will be brought forth for consideration at a subsequent meeting.
2. Quotes for designing State required new jail doors were reviewed.
3. Covid-19 Office Operations Update.
4. Marshall County Deputies provided assistance to Bemidji Police during protests in that city recently.
5. Line 3 security issues were discussed.

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Borowicz	Mar-Kit, Extension Committee
Bring	AMC District 3 Regional Meeting, Extension Committee, Mar-Kit, Park Board
Kiesow	AMC District 3 Regional Meeting, Mar-Kit, Northwest Regional Development Commission
Miller	AMC District 3 Regional Meeting, Middle Snake Tamarac Watershed, Park Board
Duckstad	Dancing Sky Area Agency on Aging, Middle Snake Tamarac Watershed

Auditor-Treasurer Peters provided the following for his report:

1. 2020 Forfeited Tax Report
2. Election Update
3. COVID Sick Time Usage Report
4. Office Update
5. Investment Report

Chairman Borowicz shared wellhead protection informational letters for the cities of Holt and Middle River.

The meeting was adjourned at 1:30 p.m. by Chairperson Borowicz.

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CHAIRPERSON,  
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: \_\_\_\_\_  
MARSHALL COUNTY AUDITOR-TREASURER