

OFFICIAL PROCEEDINGS
MARSHALL COUNTY BOARD OF COMMISSIONERS
August 18, 2020 - 9:00 A.M.
Marshall County Courthouse – Meeting Room One

The Pledge of Allegiance was given.

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

The August 18, 2020 agenda was approved with additions. **M/S/C – Kiesow, Bring (4,0)**

The Board approved the August 4, 2020 County Board meeting minutes. **M/S/C – Duckstad, Kiesow (4,0)**

RESOLUTION 08-18-01

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 | |
| 8/7/2020 | \$7,775.11 |
| Commissioner Warrants | |
| M/S/C – Bring, Duckstad (4,0) | \$285,039.65 |

RESOLUTION 08-18-02

PER DIEMS

| | |
|------------------|-------------------|
| Kenneth Borowicz | \$210.00 |
| Sharon Bring | \$70.00 |
| James Duckstad | \$350.00 |
| Gary Kiesow | \$280.00 |
| Samantha Winger | \$240.00 |
| Total | \$1,150.00 |

M/S/C – Duckstad, Kiesow (4,0)

GIS Coordinator Liz Dustin provided a 2021 Budget Review for this Department. Ms. Dustin is reflecting little change from 2020 in this budget.

Northwest Regional Library Administrator Jim Trojanowski provided a 2021 Library Budget Review. The Library had been shut down during the Pandemic. Reserves are expected to be reduced to 25% by next year. A 2% increase in support from the County is requested for 2021.

Social Services Director Chris Kujava met with the Board.

General Business

A. Marshall County Social Services Performance Report – Minnesota Family

- Investment Program/Child Safety and Permanency
- B. Eligible Children – Pandemic EBT
 - C. Merit System Report
 - D. Donation Fund Report – some funds will be donated to schools for extra costs for food prep due to Covid.

Personnel

- A. Mr. Kujava introduced new Social Worker Kristina Stenson to the Board. The Board welcomed Ms. Stenson to County employment and wished her well.

Licensing And Contracts

- A. Telephone System – The Board approved to allow Liz Dustin to move forward with updating the County phone system to allow for better remote utilization, utilizing CARES Funds. **M/S/C – Bring, Duckstad (4,0)**

Director’s Administrative Report

- A. 2021 Budget Update

Authorizations

Case Activity, Bills of \$151,881.30, and Director Actions received Board approval. **M/S/C – Bring, Kiesow (4,0)**

Recorder Linda Hamrick and Chief Deputy Recorder Mary Hamm provided a 2021 Recorder Office Budget Report.

Highway Engineer Lon Aune addressed the Board.

1. Paving of CSAH 11 in Viking is now completed.
2. CSAH 15 and 17 are completed, final paperwork is pending.
3. CSAH 6,12 and 46 – Paving is complete, shouldering is in process.
4. The 2021 Highway Department Budget was reviewed. Highway Fiscal Supervisor Dave Lansing was available for this presentation.
5. The Board approved an Interim Engineering Agreement with Kittson County for September. **M/S/C – Bring, Kiesow (4,0)**

The Board recessed the Regular Meeting and opened the Ditch Authority Meeting. **M/S/C – Kiesow, Duckstad (4,0)**

A Cleaning Request on Branch 9 of State Ditch 83 in Sections 2 and 28 in Cedar Township was approved. **M/S/C – Kiesow, Bring (4,0)**

Cleaning of sediment in culverts on various locations of County Ditch 21, 3 and 38 was approved. **M/S/C – Duckstad, Kiesow (4,0)**

A side water inlet program on 5 locations on County Ditch 20 was discussed.

The Board closed the Ditch Authority Meeting and reopened the Regular Meeting. **M/S/C – Bring, Duckstad (4,0)**

Court Administrator Pamala Shaw addressed the Board and received approved approval to utilize CARES Funds for an additional \$5,176.13 plus wiring costs in addition to the already approved \$15,000 for sound enhancements in the old courtroom due to new slightly higher quotes. **M/S/C – Duckstad, Bring (4,0)**

Sheriff Jason Boman and Maintenance Engineer Rodger Haugtvedt met with the Board regarding the Warren ODC Building. No action will be taken on this subject at this time. Sheriff Boman provided an office update. The Board approved a Mutual Aid Agreement with Pembina County. **M/S/C – Duckstad, Bring (4,0)**

Mr. Boman showed the Board some new gear they have recently purchased to aid in special enforcement situations. The Board approved to utilize CARES Funds to purchase the additional special equipment to allow outfitting of all County Sheriff personnel. **M/S/C – Duckstad Bring (4,0)**

CARES Act Funds Requests, Actions and Business Grant Applications were reviewed. Liz Dustin, Sue Peterson and Lon Aune were available for this discussion. The Board approved to have Ms. Dustin to move forward with utilizing CARES Funds for purchases of laptops, ipads, activpanels and WIFI upgrades for remote working availability. **M/S/C – Duckstad, Bring (4,0)** The Board approved 24 Marshall County Small Business CARES Act Grant Applications. **M/S/C – Kiesow, Bring (4,0)**

The preliminary 2021 County Budget was reviewed.

The following Commissioner/Committee Reports were shared:

| <u>Commissioner</u> | <u>Meeting/Report</u> |
|---------------------|--|
| Borowicz | Mar-Kit |
| Bring | Mar-Kit, Marshall County Park Board, Regional Transit Committee |
| Kiesow | Mar-Kit, NWRDC, Grygla City Council, Election Canvass Board |
| Duckstad | Dancing Sky Area Agency on Aging, Tri Valley, Election Canvass Board |

Auditor-Treasurer Peters provided the following for his report:

1. Forfeited Tax Update
2. Data Practices
3. Election Report – 1899 persons voted in the Primary out of 5309 Registered Voters – Gathering Affidavit of Candidacy Information from Schools, Townships and Cities for November
4. RSVP Information
5. Policy
6. The Board approved a Land Lease for Tower contract with Midco on County Park Property. **M/S/C – Bring, Kiesow (4,0)**
7. County 2021 Levy options were reviewed for need. An initial rate of 2% will be used in the preliminary budget.

The meeting was adjourned at 2:22 p.m. by Chairperson Borowicz.

CHAIRPERSON,
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
MARSHALL COUNTY AUDITOR-TREASURER