

OFFICIAL PROCEEDINGS
MARSHALL COUNTY BOARD OF COMMISSIONERS
December 15, 2020 9:00 A.M.
Marshall County Boardroom

This meeting was held via Zoom at the following.
Meeting I.D. 869 6473 6320 and Passcode 640112
This Meeting was also accessible by phone at 218-686-3507

The Pledge of Allegiance was given.

Chairperson Borowicz called the meeting to order with Commissioners Sharon Bring, Gary Kiesow, Kenneth Borowicz, Rolland Miller, Jim Duckstad, Commissioner Elect Larry Nybladh, Highway Engineer Lon Aune, Court Administrator Pamala Shaw, Environmental Services Administrator Josh Johnston, Social Services Director Chris Kujava and Public Health Director Fran Tougas present via Zoom and Auditor-Treasurer Scott Peters present in the Boardroom.

Josh Johnston reported on possible Flood Plain Ordinance changes to the Board during Open Forum. General and Wind Tower Ordinance information was also discussed. The Board will work with Josh on approval process for these changes. Board of Adjustment membership was also reviewed.

The Board approved the December 15, 2020 meeting agenda with additions. **M/S/C – Kiesow, Bring (5,0) Roll Call Vote – All Approved**

The minutes from the December 1, 2020 Regular Board Meeting and December 1, 2020 Truth in Taxation Meeting were approved with corrections. **M/S/C – Bring, Duckstad (5,0) Roll Call Vote – All Approved**

RESOLUTION 12-15-01

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	
December 1, 2020	\$2,488,821.29
December 3, 2020	\$3,615.02
December 8, 2020	\$102,889.22
Commissioner Warrants	\$331,404.29

M/S/C – Bring, Duckstad (5,0) Roll Call Vote – All Approved

RESOLUTION 12-15-02

PER DIEMS

Sharon Bring	\$210.00
James Duckstad	\$280.00
Gary Kiesow	\$140.00
Total	\$630.00

M/S/C – Kiesow, Bring (5,0) Roll Call Vote – All Approved

Public Health Director Fran Tougas provided a COVID-19 Update.

1. There are 641 total cases to date in the County with 87 in December and 334 in November. 29 persons have been hospitalized with 5 currently in hospital. 11 deaths

total to date in the County. Positivity Rate is now 8% in State, down from 15% recently.

2. CDC and MDH has new updated Quarantine Guidelines for close contacts – Best to still use 14 day quarantine, 7 days with negative test on day 5 is the new guidance.
3. Current Governor Executive Order ends Friday – status will be updated this week.
4. Schools are mostly open in County with MCC doing Hybrid until Christmas.
5. Vaccination Planning currently underway – Vaccine will be sent to Area Hub in Bemidji and will be administered to Phase 1A persons first – Hospital Staff, Emergency Services and Long-Term Nursing Facilities. The Pfizer vaccine is currently approved by the FDA. The Moderna Vaccine may gain approval by the end of the month.

Social Services Director Chris Kujava met with the Board.

General Business

- A. Childcare Licensing Audit – passed with 100% compliance. The Board thanked Krissy McMahon for achieving this positive reporting. **M/S/C – Bring, Miller (5,0) Roll Call Vote – All Approved**

Personnel

- A. Covid Related Work Needs was covered

Licensing and Contracts

- A. The Marshall County Family Child Care Variance received Board approval. **M/S/C – Bring, Kiesow (5,0) Roll Call Vote – All Approved**

Director's Administrative Report

- A. Minnesota Social Services Association Dues – discontinuing membership.
- B. Mr. Kujava thanked Commissioner Borowicz for his service with the County.

Authorizations

- Case Activity, Bills of \$97,432.60, and Director Actions received Board approval. **M/S/C – Duckstad, Miller (5,0) Roll Call Vote – All Approved**

County Highway Engineer Lon Aune addressed the Board on the following:

1. Resolutions/Agreements
 - a. Approve a resolution to make final payment for SAP-045-615-005, SAP045-617-016 to RJ Zavoral and Sons.
 - b. Approve a resolution to make final payment for SAP 045-606-031, SAP 045-612-017, SAP 045-646-005 to RJ Zavoral and Sons.
2. Highway Department Updates
 - a. Maintenance position in Holt applications close December 23rd
 - b. Technician position
3. General Discussion
 - a. A used Side Dump Trailer Purchase for \$35,000 was approved. **M/S/C – Kiesow, Duckstad (5,0) Roll Call Vote – All Approved**
 - b. Mr. Aune expressed his gratitude to Commissioner Borowicz for his service with the County.

RESOLUTION 12-15-03

WHEREAS, the Engineer in charge has filed his final certificate setting forth that the Contractor on SAP 045-615-005 & SAP 045-617-016 has completed the contract in accordance with plans and specifications and the total cost of said job was \$592,090.56 and the balance due to the Contractor is \$18,390.78.

NOW THEREFORE, BE IT RESOLVED that said certificate be and the same is hereby

approved and the County Auditor is hereby authorized to issue a warrant on the Road & Bridge Fund in the amount of \$18,390.78 to R.J. Zavoral & Sons, Inc.

M/S/C – Duckstad, Miller (5,0) Roll Call Vote – All Approved

RESOLUTION 12-15-04

WHEREAS, the Engineer in charge has filed his final certificate setting forth that the Contractor on SAP 045-606-031, SAP 045-612-017, SAP 045-646-005 has completed the contract in accordance with plans and specifications and the total cost of said job was \$1,649,363.71 and the balance due to the Contractor is \$82,468.19.

NOW THEREFORE, BE IT RESOLVED that said certificate be and the same is hereby approved and the County Auditor is hereby authorized to issue a warrant on the Road & Bridge Fund in the amount of \$82,468.19 to R.J. Zavoral & Sons, Inc.

M/S/C – Kiesow, Bring (5,0) Roll Call Vote – All Approved

Extension Educator Alysa Tulibaski provided a 4-H Year End Report via Zoom.

1. Soil Fertility Project
2. Garden Project in Argyle
3. 20 Youth provided 50 virtual projects
4. State projects were also virtually completed
5. Virtual Horse Show completed
6. Virtual YELLO Leadership offered
7. 4-H in backyard was provided
8. 146 youth are currently enrolled in 4-H in Marshall County
9. Some Clubs are now meeting in person
10. Shooting Sports Program is being offered
11. Ice Fishing Exposition is being offered
12. Hoping to have County Fair in 2021 and get back to some normality

Chief Deputy Recorder Mary Hamm met with the Board requesting consideration on a Recorder’s Office Memorandum of Understanding. **M/S/F – Bring, Miller (2,3) Roll Call Vote – Aye – Miller, Bring. Nay – Kiesow, Borowicz, Duckstad.** A modified Memorandum of Understanding with the Recorder’s Office moving item B to Step 5 failed. **M/S/F – Duckstad, Borowicz (2,3) Roll Call Vote – Aye – Bring, Duckstad. Nay – Miller, Kiesow, Borowicz.** A motion by Commissioner Kiesow to modify the agreement to Step 4 on item B failed due to a lack of a second. The Board approved a modified Recorder Memorandum moving item B to Step 5 and to review this agreement in 6 months. **M/S/C – Bring, Duckstad (5,0) Roll Call Vote – All Approved**

The Board approved the following 2021 Final Levy & Budget Resolution.

RESOLUTION 12-15-05

WHEREAS, Department Administrators within the County Government of Marshall County have presented proposed budgets to the County Board for 2021, and

WHEREAS, said proposed budgets have been reviewed by the County Board and amended to a final budget amount for the following funds:

Revenue	\$7,575,242
Road & Bridge	\$11,371,779
Social Services	\$4,127,500
TOTAL	<u>\$23,074,521</u>

This provides for a Tax Levy for taxes to be collected in 2021 in the amount of \$6,981,080

NOW THEREFORE BE IT RESOLVED, that the Budget for 2021 is hereby approved for the tax levy amounts as follows:

Revenue Fund	\$5,234,315
Road & Bridge Fund	\$1,100,000
Social Services Fund	\$1,200,000
TOTAL	\$7,534,315
Less State Paid Aids	\$553,235
NET LEVY	\$6,981,080

M/S/C – Bring, Duckstad (5,0) Roll Call Vote – All Approved

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Miller	Truth in Taxation
Borowicz	Truth in Taxation, Mar-Kit
Bring	Transportation Advisory Committee, Mar-Kit, Truth in Taxation, AMC Annual, Minnesota Rural Counties
Kiesow	Northwest Regional Development Commission Annual Meeting, Minnesota Rural Counties Annual Meeting, Mar-Kit
Duckstad	MST Watershed, Tri Valley, Truth in Taxation

Auditor-Treasurer Peters provided the following for his report:

1. The Adjusted Final CARES Fund Plan received Board approval. **M/S/C – Bring, Kiesow (5,0) Roll Call Vote – All Approved**
2. A Memorandum of Understanding with the Auditor’s Office received Board approval. **M/S/C –Kiesow, Miller (5,0) Roll Call Vote – All Approved**
3. Con Con Fund Discussion – Applications received before years end and considered after the 1st Board meeting in January.
4. Meeting updates on AMC, MCIT, and MACA were shared.
5. The Board approved the following Forfeited Tax Resolution.
6. The Board approved the following Lost Warrant Resolution.
7. New possible State CARES Funds for Business Grants were discussed.
8. Campaign Finance Reporting Information was shared.
9. Auditor/Treasurer Peters thanked Commissioner Borowicz for his years of dedicated Public Service to Marshall County.

RESOLUTION 12-15-06

BE IT RESOLVED, Marshall County officials are directed to cancel a lost warrant #302476 dated November 5, 2020 issued to P.K.M. in the amount of \$303.00.

The Board also approved to waive the furnishing of a bond and authorizes said office to reissue a new warrant in the above amount using a new warrant number.

M/S/C – Bring, Duckstad (5,0) Roll Call Vote – All Approved

RESOLUTION 12-15-07

BE IT RESOLVED, the Marshall County Board of Commissioners classify the following parcels as nonconservation land, set the basic sale price at \$100 per parcel and authorize the Auditor to conduct a public sale of these tax forfeited real estate properties, providing no prior sale is made to a city, a private sale to adjacent landowner, or repurchase is transacted, as allow by statute.

Parcel 59-0541-000

Legal: Lot 1 Block 16 Harwood and Brinkerhoff’s Addition in City of Warren

M/S/C – Duckstad, Kiesow (5,0) Roll Call Vote – All Approved

The meeting was adjourned at 1:35p.m. by Chairperson Borowicz.

CHAIRPERSON,
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
MARSHALL COUNTY AUDITOR-TREASURER