

OFFICIAL PROCEEDINGS
MARSHALL COUNTY BOARD OF COMMISSIONERS
January 19, 2021 - 9:00 A.M.
Marshall County Boardroom

The Pledge of Allegiance was given.

Chairperson Miller called the meeting to order with Commissioners Sharon Bring, Gary Kiesow, Rolland Miller, Larry Nybladh, Jim Duckstad, Highway Engineer Lon Aune and Auditor/Treasurer Scott Peters present.

The Board approved the January 19, 2021 meeting agenda with additions.
M/S/C – Kiesow, Bring (5,0)

The Board met with State Representative John Burkel via zoom to discuss State/County issues, including Covid Relief, Ag Committee, Human Services, Industrial Education, Highway Engineer Residency Requirements, Broadband needs, Future Highway Funding as electric cars become more prevalent, DNR and Covid Vaccination Progress.

The minutes from the January 5, 2021 meeting were approved with corrections.
M/S/C – Duckstad, Kiesow (5,0)

RESOLUTIONS 01-19-01

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

January 8, 2021	\$239,000.89
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Commissioner Warrants

\$283,404.73

M/S/C – Bring, Duckstad (5,0)

RESOLUTION 01-19-02

PER DIEMS

Kenneth Borowicz	\$210.00
Sharon Bring	\$210.00
Jim Duckstad	\$280.00
Gary Kiesow	\$140.00

Total	\$840.00
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M/S/C – Kiesow, Nybladh (5,0)

Social Services Director Chris Kujava met with the Board.

General Business

- A. Local Advisory Council (LAC) Annual Report
- B. Data Privacy Notices were signed

Personnel

- A. The Board accepted a letter of retirement from Financial Supervisor Mary

- Larson effective 4/30/21. The Board thanked Ms. Larson for her many years of dedicated service to the County. **M/S/C – Bring, Kiesow (5,0)**
- B. The Board approved to move forward with filling the Financial Supervisor Position. **M/S/C – Duckstad, Nybladh (5,0)**
- C. Human Resource/IT Position Descriptions and usage was discussed

Director's Administrative Report

- A. Year End Budget Report
- B. Quarterly Report
- C. Out of Home Placement Report
- D. SEAGR Report

Authorizations

Case Activity, Bills of \$80,141.56 and Director Actions received Board approval.
M/S/C – Bring, Nybladh (5,0)

Public Health Director Fran Tougas provided a Covid Update.

1. 20 cases in January. No current hospitalizations. 5 active cases currently. No new deaths in the County with 15 total at this time.
2. Executive Order changes – Restaurants and Bars open to half capacity for indoor service. Gym and Fitness places have increased capacities. School Sports now allowed.
3. Vaccines – Phase 1A will be completed this week. Pilot vaccination sites across the state will now begin. Thief River Falls is the closest regional site.

The Board met with County Highway Engineer Lon Aune for the following Highway and Ditch Authority Business.

Resolutions/Agreements

- a. The Board authorized to hire Wayne Garthus for the Holt Maintenance Position at B-24, Step 1, beginning 2/1/21. **M/S/C – Bring, Kiesow (5,0)**

Highway Department Updates

- b. County Ditch 3 – Working with all parties for progress on this system.
- c. Met with the City of Warren regarding 5th Street Bridge Project.
- d. Kittson County Interim Engineer continues

General Discussion

- a. Thank you from Highway Department for items approved and presented from the Benefits Committee.
- b. Minnesota Counties Engineer Association Annual Conference January 19 to 21.
- c. The County Highway Snow Removal and Ice Control Operations Policy was reviewed.

Sheriff Boman addressed the Board to discuss building security.

Building Maintenance Engineer Rodger Haugtvedt provided the Annual Safety Report, reviewed the Johnson Control Maintenance Contract, 5 Year Maintenance Plan and Courtroom Facility Upgrade Suggestions.

The Board approved the 2021 Safety Policy with no changes from the previous year. **M/S/C – Duckstad, Nybladh (5,0)**

The Board approved an extended ten year Water Chiller Full Coverage Warranty Contract on the new Chiller System with Johnson Controls for \$12,525.00. **M/S/C – Nybladh, Bring (5,0)**

Court Administrator Pamala Shaw addressed the Board via Zoom. The State is considering replacing at their cost the existing courtroom Jury and Gallery chairs, requesting that this be allowed and that our Maintenance Department supply needed labor for this project. The Board approved to move forward with this project and further authorized replacement of existing courtroom carpet with vinyl plank flooring after the chairs have been replaced. **M/S/C – Nybladh, Bring (5,0)**

Environmental Services Administrator Josh Johnston met with the Board to discuss Planning Commission and Board of Adjustment Committee Appointments, shared an Office Update and reviewed a University of Minnesota Geologic Mapping proposal. The Board approved to replace Don Matz with LeRoy Vonasek on the Planning Commission and Board of Adjustment Committee. **M/S/C – Duckstad, Bring (5,0)**

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Nybladh	Strandquist City
Bring	Ag Services, Mar-Kit, LSS Senior Meals
Kiesow	Mar-Kit, Northwest Regional Development Commission
Duckstad	2 Northwest Regional Communications Board Meetings, Tri Valley
Miller	Mar-Kit, Ag Services

Auditor-Treasurer Peters provided the following for his report:

1. 2021 Con Con Disbursement Resolution Consideration
2. 2021 Ditch Assessments
3. CARES and Minnesota Business Assistance Grant Review and Consideration
4. 5 Year Financial Report
5. 2020 Actual Vs. Budget Review
6. The Board approved to change the County 3rd Party Benefits Administrator from PlanSource to Further. **M/S/C – Duckstad, Bring (5,0)**
7. Board approval was given to the State of Minnesota Covid-19 Business Relief Payment Program for Small Businesses affected by State Executive Order 20-99. **M/S/C – Nybladh, Kiesow (5,0)**

RESOLUTION 01-19-03

WHEREAS, Minnesota Statute 84A.51, Subd. 4 allows for 30% of the funds received by a County from the State Consolidated Account from State lands in a County's Consolidated Conservation Area to be apportioned to a County Development Fund, which is created and expenditures from which are directed by the County Board for the rehabilitation and development of the portion of the County within the conservation area, and

WHEREAS, Marshall County accepts applications for disbursement of these funds anytime between January 1st through December 31st of a fiscal year and reviews

all applications annually in January of the following year by a County established Con Con committee, and

WHEREAS, the Con Con committee reviews and makes funding recommendations to the County Board for consideration at the second regular meeting of the County Board,

THEREFORE BE IT RESOLVED, that the following appropriations from the County Development Con Con Fund are hereby approved by the Marshall County Board:

Northern Counties Land Use Coordinating Board (NCLUCB)	Membership Dues	\$1,000
Joint Powers Natural Resource Board	Membership Dues	\$1,000
Grygla School	Sidewalk Project	\$2,500
Grygla/Gatzke Food Shelf	Food Supplies	\$2,500
MRTL Living at Home Program	Volunteer/Transportation Asst.	\$2,500
Grand Plain Township	Road Repairs	\$5,000
Agder Township	Road Maintenance	\$5,000
Moylan township	Road Maintenance	\$5,000
Grygla Senior Program	Program Expenses	\$3,000
Gatzke Senior Program	Building Repairs	\$1,000
Marshall County Highway Department	Gator Tracks/Caster Wheels	\$10,000
Grygla Fire	Radio Upgrades	\$10,000
Grygla Community Center	Operating/Maintenance Costs	\$7,000
Grygla Early Childhood Family Education	Book Costs	\$2,000
Total		\$57,500

M/S/C – Kiesow, Bring (5,0)

The meeting was adjourned at 2:58 p.m. by Chairperson Miller.

CHAIRPERSON,
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
MARSHALL COUNTY AUDITOR-TREASURER