

OFFICIAL PROCEEDINGS
MARSHALL COUNTY BOARD OF COMMISSIONERS
August 17, 2021 - 9:00 A.M.
COMMISSIONER'S BOARDROOM

The Pledge of Allegiance was given.

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

Building Maintenance Engineer met with the Board during open forum regarding State Department of Health permitting challenges and timelines with the park enhancement project. The State is currently behind in their permit applications processing. The County will reach out to the State to express need for timeliness with having the project being completed this year.

The August 17, 2021 agenda was approved with additions and deletions.
M/S/C – Kiesow, Duckstad (5,0)

The Board approved the August 3rd, 2021 Regular Meeting and Recessed meeting of August 10th 2021. **M/S/C – Bring, Nybladh (5,0)**

RESOLUTION 08-17-01

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

8/6/2021

\$12,671.13

Commissioner Warrants

\$2,615,839.41

Current Credit Card bills from the Sheriff's Office also received approval.

M/S/C – Duckstad, Bring (5,0)

RESOLUTION 08-17-02

PER DIEMS

Sharon Bring	\$490.00
Jim Duckstad	\$350.00
Gary Kiesow	\$140.00
Domita Mack	\$70.00
Larry Nybladh	\$140.00

Total	\$1,190.00
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M/S/C – Kiesow, Bring (5,0)

Northwest Multi County Housing and Redevelopment Authority Executive

Director Charity Brault, along with Financial Manager Heather Harbott, Community Development Coordinator Barbara Johnson, Board Member Tammy Johnson and Grant Writer John Wynne provided a 2021 Program Overview and 2022 Levy Resolution and Project Opportunities Report to the Board. The Down Payment Assistance and Section 8 Housing Choice Voucher Programs have been well utilized in the County.

Social Services Director Chris Kujava met with the Board.

General Business

A. Legislative Updates

Personnel

- A. The Board accepted the resignation of Social Worker Kristina Stenson, effective September 15, 2021, giving thanks for her service and wishing her well in her employment endeavors. **M/S/C – Bring, Kiesow (5,0)**
- B. The Board approved to fill the open positions in the Social Services and Income Maintenance Departments. **M/S/C – Duckstad, Bring (5,0)**
- C. The Board approved hiring Nicole Homme as Support Enforcement Aide, effective 8/30/21 at B-23 step one. **M/S/C – Bring, Nybladh (5,0)**
- D. The Board approved to utilize American Rescue Funds to complete a new vault office project to allow for employee spacing enhancements and accept a quote for electrical needs for this project from Miller Electric for \$3,050. **M/S/C – Nybladh, Bring (4,0)** Commissioner Miller recused himself from this vote.

Director’s Administrative Report

A. 2022 Budget Update

Authorizations

Case Activity, Bills of \$162,842.89, and Director Actions received Board approval. **M/S/C – Duckstad, Kiesow (5,0)**

The Board met with Dan Ochs from Integrity Benefits and HR Director Krista East to review the recent requests for proposal offerings completed by Integrity regarding County Ancillary Benefits. The Board approved to move forward with Integrity suggested offerings from Hartford for Life Insurance and Long Term and Short Term Disability, VSP for Vision Coverage, Cigna for Group Accident Coverage and continue with Delta Dental for Dental Insurance. **M/S/C – Bring, Duckstad (5,0)**

Highway Engineer Lon Aune and Assistance Engineer Rodney Teigen addressed the Board. Representatives from various companies were present for project bid openings.

The following bids were opened on Project SAP 045-647-004 and SAP 045-649-007 as follows:

Knife River Materials	\$1,535,809.58
R.J. Zavoral and Sons, Inc.	\$1,304,663.79
Agassiz Asphalt	\$1,388,072.18
Central Specialties, Inc.	\$1,815,355.58

The following bids were opened on Project SP 045-622-004 as follows:

Red Stone Construction	\$1,786,709.25
Industrial Builders	\$1,896,922.00
Robert R. Schroeder Const.	\$1,599,814.00
Swingen Construction	\$1,683,861.00

The following bids were opened on Project CP JD 23-21 as follows:

R.J. Zavoral and Sons, Inc.	\$196,364.00
Davidson Construction	\$164,810.50

1) Resolutions/Agreements

- a. Accepting bids for SP 045-622-004
- b. Accepting bids for SAP 045-647-004/045-649-007
- c. Accepting bids for CP JD 23-21
- d. Accepting bids for (2) Motor graders

RESOLUTION 08-17-03

WHEREAS, the following gross bids were received from the State of Minnesota Cooperative Purchasing Agreement for two (2) motor graders with specified snow removal equipment:

RDO Equipment Co. (2 - 2022 770 G).....	\$534,963.00
Ziegler, INC. (2 - 2022 CAT 150).....	\$571,567.00

AND WHEREAS, the bid of RDO Equipment Co. in the amount of \$534,963.00 has been determined to be the best bid based on initial price (\$674,963.00), minus trade-in value of \$140,000.00.

AND WHEREAS, Marshall County will be trading a John Deere 870 D motor grader S/N DW870DX603677 and a John Deere 770 G motor grader S/N DW770GPJDE654009 toward the purchase of the new machines.

NOW THEREFORE, be it resolved that the bid of RDO Equipment Co. be accepted for furnishing two (2) motor graders with specified snow removal equipment, and the County Highway Engineer be authorized to enter into a corresponding contract. **M/S/C – Nybladh, Kiesow (5,0)**

2) Highway Department Updates

- a. Projects
 - i. CSAH 20 – Done
 - ii. CSAH 2/14 – Striping on Monday
 - iii. CSAH 26/27 – Done
 - iv. CSAH 4 – Maintenance overlay

3) General Discussion

- a. Buffer Discussion
- b. Staffing
 - i. Administrative Assistant – Doing interviews
 - ii. Assistant Engineer – Closes on August 20
 - iii. Sign Tech/Maintenance Worker – Reviewing applications and setting up interviews.

- iv. Surveyor – On Hold
- v. Engineering Tech – On Hold

Tracee Bruggeman from Brady Martz provided a 2020 County Audit Exit Interview. Auditor/Treasurer Chief Deputy Krista East, Fiscal Supervisor Mandy Rosendahl, Social Services Director Chris Kujava and Fiscal Supervisor Jeff Radeke were available for this presentation. Ms. Bruggeman indicated that the County remains in solid financial position with adequate reserves and controls in place.

Environmental Services Administrator Josh Johnston provided a 2022 Budget Review for his departments.

Highway Engineer Lon Aune returned to the Board and received approval on the following resolutions.

RESOLUTION 08-17-04

BE IT RESOLVED, that pursuant to advertisement for bids for SAP 045-647-004 and SAP 045-649-007, Bituminous Pavement Milling and Bituminous Surfacing, the following bids were received:

R.J. Zavoral and Sons, Inc	\$1,304,663.79
Agassiz Asphalt, LLC	\$1,388,072.18
Knife River Materials	\$1,535,772.83
Central Specialties Inc	\$1,815,355.58

NOW THEREFORE BE IT RESOLVED that the bid of R.J. Zavoral and Sons, Inc., in the amount of \$1,304,663.79. **M/S/C – Kiesow, Bring (5,0)**

RESOLUTION 08-17-05

BE IT RESOLVED, that pursuant to advertisement for bids for CP JD 23-21, Ditch Repair, the following bids were received:

Davidson Construction	\$164,810.50
R.J. Zavoral and Sons, Inc	\$196,364.00

NOW THEREFORE BE IT RESOLVED that the bid of Davidson Construction, in the amount of \$164,810.50 be accepted. **M/S/C – Kiesow, Bring (5,0)**

RESOLUTION 08-17-06

BE IT RESOLVED that pursuant to advertisement for bids for SP 045-622-004, Minn. Project No. BROS 4521 (210), replace old Bridge 45509 with new Bridge 45579, the following bids were received:

Robert R. Schroeder Const. Inc.	\$1,599,814.00
Swingen	\$1,683,865.00
Redstone Construction	\$1,796,159.25
Industrial Builders	\$1,896,922.00

NOW THEREFORE BE IT RESOLVED that the bid of Robert R. Schroeder Construction, Inc., in the amount of \$1,599,814.00 be accepted, contingent upon DBE approval from the State of Minnesota Department of Transportation EEO Office. **M/S/C – Nybladh, Bring (5,0)**

Veterans Service Officer Brett Brandon provided an Office Report and 2022 Veterans Service Budget Review.

RESOLUTION 08-17-07

BE IT RESOLVED by Marshall County that the County enter into the attached Grant Agreement with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following program: County Veterans Service Office Operational Enhancement Grant Program. The grant must be used to provide outreach to the county’s veterans; to assist in the reintegration of combat veterans into community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in Minnesota Statutes 197.608 and Minnesota Laws 2021, 1st Special Session, Chapter 12, Article 1, Section 37, Subdivision 2. This Grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by Marshall County Board of Commissioners that Brett Brandon, the County Veterans Service Officer, be authorized to execute the attached Grant Contact for the above-mentioned Program on behalf of the County.

WHEREUPON the above resolution was adopted at a regular meeting of the Marshall County Board of Commissioners the 17th day of August 2021. **M/S/C – Duckstad, Bring (5,0)**

The Board approved to adjust the salary of Veterans Services Office Administrator Assistant Domita Mack to B-31-10, beginning 1/1/22 due to duty changes with this position. **M/S/C – Nybladh, Duckstad (5,0)**

Auditor/Treasurer Peters provided a 2022 Ag Services and Library Budget Review. The library had been shut down during the Pandemic. Reserves are expected to be reduced to 25% by next year. A 1% increase in support from the County is requested for 2022.

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Nybladh	Marshall County Park Board, Friends of the Old Mill State Park Meeting
Bring	Marshall County Park Board, Friends of the Old Mill State Park Meeting
Duckstad	MST Watershed, Tri-Valley, Northwest Regional Public Safety Answering Point Committee Work Group
Miller	MST Watershed

The Board approved the following Marshall County Park Board Committee recommendations.

1. Set 2022 Seasonal Camping Fees at \$1150 plus metered electric costs.
2. Waive all Winter Camper Storage Fees for 2021-2022 winter season due to the enhancement project disruption.
3. Set 2022 Overnight Camping Fees at \$35 per night to include 1 vehicle.
4. Set Managers 2022 Salary at \$26,500. **M/S/C – Bring, Nybladh**

Auditor-Treasurer Peters provided the following for his report:

1. County 2022 Budget/Levy options were reviewed.
2. American Rescue Plan Update – continuing to work with Townships and

- Cities on accessing and reporting funds. Local costs for providing Rescue plan administration will be considered to be paid from Rescue Plan Funds.
3. Forfeited Tax Update – Expiration of Redemption is nearing the end.
 4. Enbridge Update – The Board approved to pay the local share of the 2012-2018 court settlement and to hold payment on the State portion as was agreed by Enbridge. The Board further agreed to pay for the 2019 Enbridge Southern Lights court settlement. The Board finally approved that all monies owed to the County on these settlements by local entities be settled as described by statute. **M/S/C – Kiesow, Nybladh (5,0)**

The meeting was adjourned at 4:17 p.m. by Chairperson Miller.

CHAIRPERSON,
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
MARSHALL COUNTY AUDITOR-TREASURER