

**OFFICIAL PROCEEDINGS**  
**MARSHALL COUNTY BOARD OF COMMISSIONERS**  
**Regular Board Meeting**  
**December 2, 2021 – 9:00 A.M.**  
**Marshall County Commissioner’s Boardroom**

The Pledge of Allegiance was given.

Commissioner Miller called the Regular Meeting to order at 9 a.m. with Commissioners Sharon Bring, Jim Duckstad, Gary Kiesow, Rolland Miller, Larry Nybladh, and Auditor-Treasurer Scott Peters present.

The Board met with Warren resident Will Bayne to inquire to be offered the opportunity to purchase the open lot next to the one he owns.

The Board approved the December 2, 2021 meeting agenda. **M/S/C – Kiesow, Bring (5,0)**

The minutes from the November 16, 2021 Regular Board Meeting were approved with corrections. **M/S/C – Bring, Nybladh (5,0)**

**RESOLUTION 12-02-01**

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**

11/30/21	\$2,585,833.73
12/2/21	\$109,392.26

**Commissioner Warrants**

**\$378,705.65**

**M/S/C – Bring, Duckstad (5,0)**

A 4-H Update was provided by Extension Educator Alysa Tulibaski. Virtual programs have increased with good results. Archery and Wildlife Instructor Certification will be offered in December in the County. There is one new 4-H Club called the Warren Wranglers. Ms. Tulibaski has received an Achievement in Service Award from the National Association of Extension 4-H Youth Development Professionals. The Board congratulated Ms. Tulibaski on this award.

Public Health Director Fran Tougas provided a Covid and Bi-Monthly Public Health update.

1. Covid Vaccine Requirements in relation to the OSHA Rule are currently in a litigation process.
2. Covid Data was shared, with November at 154 cases being better than previous months.
3. 50.2 % of Marshall County residents are now vaccinated.
4. Vaccination clinics have been well attended for boosters and initial Covid vaccines.
5. Flu season is upon us with increased numbers from last year.
6. Quin has applied for Youth e-Cigarette Grant aimed at tobacco and vaping prevention.
7. The Social Services Drug Testing Program was discussed.

Highway Engineer Lon Aune addressed the Board with Highway and Ditch Authority Business.

1. Final Payment Resolution below was approved.

2. The Moose River Box Culvert Bridge Project is suspended for year due to season changes.
3. CSAH 22 Bridge piers being poured – will continue as weather permits.
4. The State will be doing Bridge Maintenance on the Oslo Bridge from 12/6 – 12/17 with some closure of bridge possible.
5. Cattail maps will be updated showing areas sprayed in 2020 and 2021. Types of cattail spray was discussed.
6. MST Watershed District correspondence on redetermination of benefits on State Ditch 3 and a Swift Coulee decision process was shared.
7. The MST Watershed Nelson Slough proposed Operating and Maintenance Plan was reviewed to ascertain possible county comments on the existing plan. Concerns with inadequate opportunities for public input on this project and mandated maintenance requirements by the joint ditch system was voiced by the Commissioners.

### **RESOLUTION 12-02-02**

BE IT RESOLVED WHEREAS, the Engineer in charge has filed his final certificate setting forth that the Contractor on SAP 045-647-004 & SAP 045-649-007 has completed the contract in accordance with plans and specifications and the total cost of said job was \$1,342,312.13 and the balance due the Contractor is \$67,115.61.

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 \$67,115.61 to R.J. Zavoral & Sons, Inc. **M/S/C – Kiesow, Bring (5,0)**

The Board conducted a Forfeited Tax Sale on parcel 59-0323-000 in the City of Warren and 51-0029-000 in the City of Grygla.

The Board approved the sale of parcel 51-0029-000 to Garden Valley Technologies for \$2500 plus costs. **M/S/C – Kiesow, Bring (5,0)**

No sale was approved on parcel 59-0323-000 due to no bidders.

Sheriff Jason Boman and Jail Administrator/Deputy Mark Ellerbusch and Jake Wollensak and John McNamara from Wold Construction via Zoom led a future jail security and space needs assessment. There has been some changes to the current security and separation door project.

Human Resources Director Krista East provided policy revisions for consideration by the Board. The Board approved the following resolution to accommodate these revisions.

### **RESOLUTION 12-02-03**

Whereas, the Marshall County Board of Commissioners has authority to establish and revise county personnel policies; and

Whereas, these policy amendments have been reviewed in consultation with the management team; and

Whereas, the County Personnel Policy Committee recommends the adoption of updated policies to promote positive, productive, safe and effective workplace culture and practices, and to support continued compliance with applicable law and regulations, and effective delivery of public services; and

Therefore, be it resolved, that all existing, approved policies from the original resolution number 06-01-02, dated 6/1/2021 remain in full effect, in addition to the amendments as indicated below:

- Hours of Work & Time Reporting Policy - clarification of holiday pay effective

- 12/2/2021
- Employee Benefits & Services
  - a. Addition of short-term disability, accident, hospital and critical illness benefits, along with removal of Aflac/Colonial Life insurances effective 1/1/2022
  - b. Proration of benefits beginning or terminating employment shall be determined by the number of days worked in the month effective 12/2/2021
  - c. Remove plan age on pediatric dental policy effective 12/2/2021
  - Exceptional Service Pay – add year 35 & 40 milestones effective 1/1/2022
  - Paid Holidays – clarification to payment for time worked on a holiday effective 12/2/2021
  - Typing error corrections on Employee Status, Probationary Periods, Workers’ Compensation and Credit Card Use Policies effective 12/2/2021

**M/S/C – Duckstad, Bring (5,0)**

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Bring	Extension, Mar-Kit, Transportation Advisory, NW Regional Transit
Kiesow	Mar-Kit, Minnesota Joint Powers of the Red River Basin, Joint Powers Natural Resource Board, JD 11/21, JD 19/63
Miller	Counties Providing Technology, JD 19, JD 11/21, MST One Watershed One Plan, Personnel Policy, MST Watershed Swift Coulee Project
Duckstad	Alluma, Personnel Policy, Household Hazardous Waste, 2 State Telecommunication Workgroup meetings, MST Watershed Swift Coulee Project
Nybladh	Extension, Mar-Kit, JD 19, JD 11/21

Auditor-Treasurer Scott Peters provided the following report to the Board.

1. The Board set County Board Per Diems for 2022 at \$70 per meeting. **M/S/C – Kiesow, Duckstad (5,0)**
2. 2022 Budget/Levy Review - TNT Discussion
3. Year-end Ditch Borrowing/Levy Consideration
4. Upcoming AMC and MCIT Meeting Information was shared
5. American Rescue Plan Update – 911 Signs – Liz Dustin, Sue Peterson and Josh Johnston were present for this discussion. Direction was given to work with local fire departments and townships to obtain orders for 911 signs.
6. Marshall and Polk Rural Water Systems Board of Directors reappointment of Paul Bergeron was approved. **M/S/C – Bring, Duckstad (5,0)**
7. Blighted Property Report – all property cleanup is finished for the year
8. 5 Year Financial and Ditch Reports
9. Law Library Meeting Information
10. Investment Report
11. Tax Collection Report
12. Redistricting options were reviewed

Chairperson Miller adjourned the meeting at 2:15 p.m.

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 CHAIRPERSON,  
 MARSHALL COUNTY BOARD OF COMMISSIONERS

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