

PROCEEDINGS OF THE MURRAY COUNTY BOARD OF COMMISSIONERS MURRAY
COUNTY GOVERNMENT CENTER – SLAYTON, MINNESOTA
February 20, 2024, 8:30 a.m.

Pursuant to notice, the Murray County Board of Commissioners convened with the following members present; Lori Gunnink, Jackie Meier, Dennis Welgraven and David Thiner. Also present: County Administrator Carolyn McDonald, General Assistant Emily Ackerman. Commissioner Malone was absent.

The Board Chair asked if there were any additions to the agenda, Commissioner Meier would like to discuss adding a Capital Improvement subcommittee.

The Board Chair asked if there were any conflicts of interest, none were added.

3. CONSENT AGENDA:

1. Approve January 16, 2024, Meeting Minutes, approve the January 23, 2024, Meeting Minutes, and the February 6, 2024, Meeting Minutes.

It was moved by Welgraven, seconded by Gunnink, to approve January 16, 2024, Meeting Minutes, with changes, approve the January 23, 2024, Meeting Minutes, without changes, and the February 6, 2024, Meeting Minutes, with changes. Motion Passed.

It was moved by Thiner, seconded by Welgraven, that all claims as presented were approved for payment. The Chairman was authorized to sign the Audit List dated February 20, 2024, with fund totals as follows and warrants numbered 173540 through 173612.

County Revenue Fund	62,991.75
County Road & Bridge Fund	19,918.57
EDA	124.37
Ditch	239.32
Self-Insurance	181.30
Sunrise Terrace	1,441.06
SAWS	164.00
Total	85,060.37

4.1.1 – DITCH BILLS

It was moved by Gunnink, seconded by Welgraven, to approve the report of bills for payment of the Murray County Drainage Authority as follows:

Bolton & Menk

21-706-6260	CD 41	11,596.00	Engineering-CD 41 Improvement
21-709-6260	CD 43M	620.00	#2022-047 Malone/S&B Farms
	Subtotal	12,216.00	

Rinke Noonan

21-659-6260	CD 11	725.00	CD 11/State Hwy 30 - Legal
21-706-6260	CD 41	456.50	CD 41 Improvement - Legal
21-868-6260	Admin	200.00	01-2024 Monthly Retainer
	Subtotal	1,381.50	

Total Ditch Bills 13,597.50

4.1.2 – ARPA COMMITTEE REPORT

The ARPA committee met on February 9, 2024, and recommends the following for approval:

1. Moving all remaining funds into the “Miscellaneous” allocation. Please see attached resolution.
2. Approving the following:

Projects recommended for approval					
Project #	Category	Project Name	Amount Requested	Date Presented	Approved
21	Miscellaneous	Key FOBs for Government Center Doors	\$ 10,000.00	2/20/2024	
This is a request to allow up to \$10,000 to be used to add 4 additional doors to the current controls system in the Government Center. This would put FOB access readers on the doors to the Commissioner Room (north hallway door), Assessor's office (lobby door), Auditor's Office (lobby door) and Recorder's Office (lobby door).					
22	Miscellaneous	IT Assistant Office Space	\$ 15,000.00	2/20/2024	
This is a request to allow up to \$15,000 to be used to create office space for the IT Assistant. The location will be south of the current IT office in the northwest corner of the government center.					

Commissioner Gunnink presented the following resolution and moved for its adoption:

Resolution 2024-02-20-01

A Resolution Approving a Change to Allocation for Coronavirus State and Local Fiscal Recovery Funds Program

WHEREAS, Resolution 2022-04-26-01 approved allocations of the American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds Program (SLFRFP) funds received in Murray County, and

WHEREAS, Resolution 2023-10-24-01 approved moving \$115,000 from the Grant Writer allocation to Miscellaneous allocation.

NOW THEREFORE BE IT RESOLVED, the Murray County Board of Commissioners approve the changes to the parameters and allocation for the use of the SLFRFP funds for qualified expenditures of Murray County as follows:

	Original Amount Allocated	Change	Revised Amount Allocated
Public Safety	\$ 500,000.00	\$ (262,471.49)	\$ 237,528.51
Broadband	\$ 500,000.00		\$ 500,000.00
Infrastructure	\$ 300,000.00	\$ (3,509.18)	\$ 296,490.82
Grant Writer	\$ 150,000.00	\$ (147,900.00)	\$ 2,100.00
Miscellaneous	\$ 141,588.00	\$ 413,880.67	\$ 555,468.67
	<u>\$ 1,591,588.00</u>	\$ -	<u>\$ 1,591,588.00</u>

The foregoing resolution was duly seconded by Commissioner Welgraven and thereupon being put to a vote was passed.

It is noted that the door to the storage room was not included, yet the IT Department and election equipment are stored there. The current quote is for the north hallway door to the commissioner room to be fobbed prior to the storage room door and was the recommendation from the safety walkthrough with Safe and Secure company. The Board felt that fobbing the IT/Storage room door as a priority as well and recommending an additional \$2,000 to the \$10,000 estimate for one additional door.

It was moved by Gunnink, seconded by Welgraven, to approve expenditures to be paid from the Murray County American Rescue Plan Act (ARPA) funds as follows: up to \$10,000 to be used for key FOBs for Government Center Doors such as the Commissioners Room north hallway door, Assessor’s Office, Auditor’s Office, and the Recorder’s Office. And, up to \$15,000 to be used for construction of the IT Assistant office. Motion Passed.

4.2.1 – BINGO STAND REMODEL PROJECT

Remodeling the Bingo stand and adding 8’ onto the south end of the building for extra storage and walk in cooler was budgeted for 2024. Parks Director Justin Hoffman requests to go out for bids to get this project completed in the spring/early summer.

The walk-in cooler would be utilized during the fair for the beer garden, and other entities could also use the cooler for their events. It could open another spot for family events or graduations parties.

It was moved by Thiner, seconded by Gunnink, to go out for bids to remodel the bingo stand, with the subtraction of the bond requirements. Bids will be opened at 9:00 am on March 26, 2024. Motion Passed.

4.2.2 – EAST LAKE SARAH PICNIC SHELTER

A project the parks board has been talking about doing for the past couple of years is replacing the picnic shelter at East Lake Sarah Park with something bigger. The PALS club has also asked if the new shelter could have a serving counter with outlets for roasters and crockpots. The PALS club is also willing to make a donation towards the project. This was a budgeted project for 2024.

It was moved by Gunnink, seconded by Welgraven, to go out for bids to construct a new picnic shelter at East Lake Sarah Park. Bids will be opened at 9:30 am on March 26, 2024. Motion Passed.

4.3.1 – SET BID OPENING FOR CAMERON TOWNSHIP BRIDGE PROJECT SAP 051-599-111

It was moved by Gunnink, seconded by Welgraven, set the bid opening on April 2, 2024, at 9:00 AM for project SAP 051-599-111. Motion Passed.

4.3.2 – SIGN BRIDGE REPLACEMENT AGREEMENT WITH IONA TOWNSHIP

It was moved by Welgraven, seconded by Thiner, to sign the Bridge Replacement Agreement with Iona Township for bridge no. L-5871. Motion Passed.

4.4.1 – OPERATION PRAIRIE VENTURE FORGIVABLE LOAN REQUEST

Operation Prairie Venture (OPV) is a community 501c3 organized to solve the need for housing for the elderly. OPV desires to build a facility with 24 assisted living and memory care units. OPV would build and own the facility and would contract with a management firm to do all day-to-day work with the facility.

In conjunction with the \$250,000 loan from the EDA Revolving Loan Fund that has already been approved, OPV is requesting \$250,000 from the General Fund undesignated fund balance as a forgivable loan. If approved, the funds would be transferred to the EDA, restricted for the OPV for one year.

OPV Board Member Luke Schryvers stated that in 2023 OPV had sponsored legislation at the capital in the Senate and House, but it did not get on a committee at that point. Moving forward OPV was named as part of both bonding tours this past summer. Recently OPV has received sponsored legislation again in both the Senate and the House. This project has bipartisan authors in the House and Senate, such as Rep Schomaker and Democrat Rep Jeff Brand from St. Peter. This is rare for a bonding bill to have someone from out of district who is willing to sign on as a co-author, with Senator Weber and Gary Dahms as big advocates for the project as well. There has been discussion with Senator Nick Frentz from St. Peter, and he is interested in co-authoring the project. The facility will be licensed as assisted living but will also be licensed and staffed as a memory care facility.

Board members asked if this was another \$250,000 to be committed, or to move the funds from the undesignated fund balance from the General Fund to the Economic Development Fund. It was explained that it would essentially be a temporary advance of funds, as the fund would be transferred to the EDA for one year and re-analyze it after a year if the funds haven't been used.

In year-end 2023, unaudited undesignated fund balance for the general fund was \$7.4 million. With six month's reserve, the county would still be left with \$2.4 million undesignated. A/T Winter recommended the Board could move forward with this.

It was moved by Gunnink, seconded by Meier, to approve transferring \$250,000 of undesignated fund balance from the General Fund to the Economic Development Fund, restricted for Operation Prairie Venture for one year. Motion Passed.

4.5.1 – WIFI CHARGING BASES FOR V-300 BODY CAMS

In the kick-off meeting with Motorola, it was discovered that Murray County does not have the correct base/charging cradles for body cameras in the squads. Motorola has provided a quote to purchase the needed base/charging cradles for each squad. The Sheriff would like to use funds from the one-time public safety funds Murray County received in December 2023.

Budget Summary for: 01-201-6480

	Motorola	
Budgeted in 2024:	40,000.00	
+ Public Safety Aid to use	4,360.00	*see below
2024 YTD Expenditures:	<u>2,603.48</u>	
Balance Available:	<u>41,756.52</u>	
Quoted Price	<u>4,360.00</u>	
2024 Budget Balance (if Approved)	<u><u>37,396.52</u></u>	
*Public Safety Aid Received	<u>\$ 187,318.00</u>	
Current Request	<u>4,360.00</u>	
Public Safety Aid Available	<u>182,958.00</u>	

The Board discussed the public safety money for the Sheriff's office. It was advised it is up to the discretion of the board to determine where to use the public safety funds. The Board also asked about the sale of the other body cameras to Pipestone County. Pipestone had to back out of the deal as they must update their evidence library.

It was moved by Gunnink, seconded by Meier, to approve the purchase of 8 V300 IN-CAR WIFI BASE BUNDLE FOR 4RE cradles, for a total purchase price of \$4,360.00. Motion Passed.

CAPITAL IMPROVEMENT SUBCOMMITTEE FORMATION

The Board discussed forming a capital improvement subcommittee with the County Administrator, Auditor Treasurer, and a board member on the subcommittee, or if it is best to have a work session to determine how to form the capital improvement plan.

It was asked what type of capital improvement is recommended, such as construction or personnel. This committee would be looking at all County property and buildings and the purpose of each. In the past, there has been discussion regarding the government center, parking in the vacant lot across the street, the highway building, and the recycling center. Currently these

are broad discussions, and subsequently no action has been taken because there is no organized direction.

Board members felt there should be a work session with all five Commissioners present to discuss the projects. The work session would be to get Commissioners to form the capital improvement plan as well as the subcommittee if that is desired.

The Board scheduled a work session on Tuesday March 26th, 2024, right after the board meeting, with the main topic of discussion being the vacant lot across the street, and the potential for an expansion connecting to the government center to the courts building.

COMMITTEE REPORTS FOR THE PERIOD OF FEBRUARY 4 - 17, 2024

Gunnink

2/6/24 Commissioner Meeting

2/12/24 SAWS

Meier

2/14/24 Casey Jones governing board meeting, Personnel meeting.

2/15/24 Building Committee Meeting

Welgraven

2/6/24 Commissioner Meeting

2/8/24 SRDC

2/9/24 ARPA

2/13/24 Extension Committee

Thiner

2/6/24 Commissioner Meeting

2/15/24 Building Meeting

The meeting adjourned at 9:36 a.m.

ATTEST:

Carolyn McDonald, County Administrator

Jackie Meier, Board Chair