

DRAFT PROCEEDINGS OF THE MURRAY COUNTY BOARD OF COMMISSIONERS  
MURRAY COUNTY GOVERNMENT CENTER – SLAYTON, MINNESOTA  
November 15, 2022, 8:30 a.m.

Pursuant to notice, the Murray County Board of Commissioners convened with the following members present in person: Commissioners; Molly Malone, Lori Gunnink, Dennis Welgraven, and David Thiner. Also present in person, General Assistant Emily Ackerman, County Administrator Carolyn McDonald, County Attorney Travis Smith via Zoom. Commissioner Jim Kluis via Zoom.

The Board Chair asked if there were any additions to the agenda, Commissioner Thiner would like to discuss building progress.

It was moved by Gunnink, seconded by Welgraven to approve the agenda with additions. Motion Passed.

Commissioner Malone identified a conflict of interest with CD 43A. Belfast Twp. Sec.16, District 1 and will remain abstained from voting.

It was moved by Welgraven, seconded by Malone to approve the minutes from the November 1, 2022 meeting without changes. Motion Passed.

**COTTONWOOD-MIDDLE MINNESOTA WATERSHED ONE WATERSHED 1 PLAN  
(1W1P)**

Appointment of a Citizen Advisory Committee Member for the Cottonwood-Middle Minnesota Watershed One Watershed One Plan.

It was moved by Gunnink, seconded by Welgraven to appoint Jay Tackle to represent the Murray County Local Water Management Plan Committee on the Citizen Advisory Committee for the Cottonwood- Middle Minnesota Watershed One Watershed One Plan, as recommended by the Murray County Local Water Management Plan Committee. Motion Passed.

**FY2020 CAPACITY GRANT PROJECT APPROVALS**

On December 3, 2019, the Murray County Board of Commissioners approved the use of the budgeted water quality dollars as matching funds for FY2020 Capacity Grant water quality projects, not to exceed \$14,400. Capacity Grant dollars are available for two years because it takes quite a bit of time to get eligible projects engineered, bid, and constructed.

On April 5, 2022, the County Board approved a grassed waterway project using the FY2020 Capacity Grant dollars, however, that landowner backed out and the project was cancelled. Because the FY2020 Capacity Grant dollars must be used before the end of the year, the following project was recommended for approval by the Murray County Local Water Management Task Force for funding using the FY2020 Capacity Grant dollars at their September 15, 2022 meeting:

Glen Talsma- NE1/4, Section 2, Chanarambie Township - Dam repair

It was moved by Gunnink, seconded by Welgraven to approve funding the Glen Talsma water quality projects from the FY2020 Capacity Grant match dollars from Murray County, as per the Local Water Management Task Force recommendations. Motion Passed.

#### FY2023 CAPACITY GRANT

The Board of Water & Soil Resources (BWSR) is offering a FY 2023 Capacity Grant in the Amount of \$14,400 to counties willing to obligate a match of up to the same amount. The additional funding could be used for Conservation projects in the County that would be approved via the Murray County Local Water Management Plan Committee and the Murray Soil and Water Conservation District (SWCD) Board. Murray County has received capacity grants in 2018, 2019, 2020, and 2021.

At their meeting on September 15, 2022, the Murray County Local Water Management Plan Committee passed a motion recommending that the County Board match up to the \$14,400 for the FY 2023 Capacity Grant, using funds from the water quality dollars set aside every year by the County Board.

It was moved by Thiner, seconded by Gunnink to approve an obligation of 100% of the match up to \$14,400 to the Murray SWCD as a match for the FY 2023 Capacity Grant as recommended by the Murray County Local Water Management Plan Committee. Motion Passed.

#### LIME LAKE DAM PROJECT BID ADVERTISEMENT

On June 21, 2022, the Murray County Board of Commissioners approved to have Houston Engineering (HEI) complete the plans and specifications for the Lime Lake Dam Modification project as part of Task 2 - Project Design; apply for and obtain all necessary permits according to Task 3 - Project Permitting; and then to move forward with Task 4 – Construction Administration, Management, Observation, and Staking.

Because this project is estimated to cost more than \$400,000, the County must advertise for bids. HEI has drafted the enclosed advertisement, with the understanding that the County Board will need to set a date and time for opening sealed bids. Construction is expected to be completed by December 1, 2023, except for Seeding and Mulching, which shall be completed by June 15, 2024.

It was moved by Thiner, seconded by Gunnink to approve the advertising for Bids for the Lime Lake Rock Arch Rapids Installation project and to set December 20, 2022, at 9:00 AM as the bid opening date and time in the Murray County Government Center in the Commissioners Room.

COMMISSIONER WARRANTS

It was moved by Thiner, seconded by Welgraven to approve all claims for payment. The Board Chair was authorized to sign the Audit List dated November 1, 2022, with fund totals as follows and warrants numbered 169623 through 169685. Motion Passed.

County Revenue Fund	59,924.97
County Road & Bridge Fund	27,209.75
EDA	673.95
Ditch	171.67
Self-Insurance	1,217.50
Sunrise Terrace	638.44
SAWS	159.00
Lime Creek Service District	325.00
Total	90,320.28

DITCH BILLS

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

**A&E Excavating**

21-693-6290	CD 34	<u>1,837.50</u>	#2020-029	Ok'd by T. Radke or 11/4/2022
	<b>Subtotal</b>	<b><u>1,837.50</u></b>		

**Bolton & Menk**

21-706-6260	CD 41	<u>1,752.00</u>	Engineering Services - CD 41 Improvement
	<b>Subtotal</b>	<b><u>1,752.00</u></b>	

**Prairie View Farms, LLC**

21-711-6290	CD 43A	<u>6,557.90</u>	2022-009	Ok'd by T. Radke or 11/8/2022
	<b>Subtotal</b>	<b><u>6,557.90</u></b>		

**Ryan West Excavating, Inc.**

21-835-6290	JD 17	<u>25,338.00</u>	#2022-031	Ok'd by T. Radke or 10/27/2022
	<b>Subtotal</b>	<b><u>25,338.00</u></b>		

**Total Ditch Bills 35,485.40**

ARPA COMMITTEE REPORT

The ARPA committee recommends the following project(s) for approval today:

Projects recommended for approval					
Project #	Category	Project Name	Amount Requested	Date Presented	Approved
11-3 (add)	Infrastructure	HVAC-Data Center in Courts Bldg-additional electrical	\$ 3,400.00	11/15/2022	
Update: The Board approved project #11 - HVAC Data Center in Courts Bldg on 8/2/2022, then approved an additional \$9,400 to move the electrical to a different box on 9/27/22. The \$9,400 did not include an amount for the roofing work to maintain the roof warranty. This request is for \$3,400 for the roof work. This work has already been completed.					

It was moved by Gunnink, seconded by Malone to approve expenditures to be paid from the Murray County American Rescue Plan Act (ARPA) funds as follows: \$3,400 to be used for HVAC- Data Center in Courts Building – additional electrical. Motion Passed.

NEW ACCOUNTING POLICIES FOR FEDERAL AWARDS

Approval of new accounting policies and procedures:

It was moved by Welgraven, seconded by Thiner to approve new accounting policies and procedures as follows:

- Federal Awards Procurement Policy
- Federal Awards Subrecipient Monitoring

DITCH INSPECTION REPORT

A motion was made by Gunnink, seconded by Welgraven that the Commissioners in conjunction with the appointed ditch inspector in and for the County of Murray, have examined and inspected that portion of the foregoing described County and Judicial Ditches, lying within the County of Murray, for the purpose of determining what repairs are necessary and ordered said repairs to be made, by this report given thereon at a Murray County Board of Commissioner’s meeting, held in the Commissioners Room of the Murray County Government Center, Slayton, Minnesota. Motion Passed.

- *Petition 2022-042 (CD 67, Mason Twp. Sec.27, District 1–Malone)*
- *Petition 2022-043 (JD 14, Leeds Twp. Sec.28, District 2–Gunnink)*
- *Petition 2022-044 (CD 82, Mason Twp. Sec.21, District 1–Malone)*
- *Petition 2022-045 (JD 09, Lowville Twp. Sec.35, District 2–Gunnink)*
- *Petition 2022-046 (JD 09, Lowville Twp. Sec.35, District 2–Gunnink)*

## COUNTY DITCH 14 JOINT POWERS GOVERNING BOARD

The Lyon County Board of Commissioners convened with the following members present via zoom: Commissioners; Charlie Sanow, Steve Ritter, Paul Graupmann, Gary Crowley, Rick Anderson, County Attorney Rick Maes, and County Administrator Loren Stomberg.

It was determined that a Joint Powers Governing Board for CD 14 should be established between Murray County and Lyon County.

It was moved by Gunnink, seconded by Welgraven, to establish a Joint Powers Board for CD 14 between Murray County and Lyon County appointing Commissioners Molly Malone, Lori Gunnink and Dennis Welgraven from Murray County and Commissioners Gary Crowley and Rick Anderson from Lyon County to serve on the joint governing board. The motion passed with a roll call vote as follows:

Murray County  
Thiner: Yes  
Welgraven: Yes  
Gunnink: Yes  
Malone: Yes

Lyon County  
Anderson: Yes  
Crowley: Yes  
Sanow: Yes  
Ritter: Yes  
Graupmann: Yes

It was moved by Welgraven, seconded by Gunnink to appoint Murray County Commissioner Molly Malone as the Chair of the CD 14 Joint Governing Board. The motion passed with a roll call vote as follows:

Murray County Welgraven: Yes  
Murray County Gunnink: Yes  
Murray County Malone: Yes  
Lyon County Anderson: Yes  
Lyon County Crowley: Yes

## DITCH INSPECTION REPORT

A motion was made by Gunnink, seconded by Welgraven to appoint Bolton and Menk to inspect the system and make a recommendation on how to restore CD 43 to its original hydrological capacity. Motion Passed.

#### SHIFT FUNDS TO SPECIAL PROJECT FUND

In September of 2021, the EDA closed a MinnWest checkbook, and \$59,264.39 from that account was deposited into the EDA Operational account, 18-881. In January 2022, \$10,982.49 of that was moved into the Special Project fund, 18-886. To clean up bookkeeping and separate the funds completely, I am requesting that the remaining \$48,281.90 from the checkbook proceeds be moved from Operational to Special Projects.

The funds in the Special Project account can be used for general purposes. The original funding came from the One Time Exception dollars through DEED Minnesota Investment Funds and have no spending criteria.

The EDA will launch a rental/redevelopment program in the next few months and plans to use the Special Project funding to do so.

It was moved by Gunnink, seconded by Welgraven to approve moving \$48,281.90 from 18-881 operational to 18-886 special projects. Motion Passed.

#### PART TIME LICENSE CENTER CLERK

It was moved by Gunnink, seconded by Welgraven and passed to approve hiring Tessa Risacher as a regular part-time (24 hours per week) License Center Clerk effective November 16, 2022. Per the recommendation of the Personnel Committee. Motion Passed.

#### BOBCAT SKID LOADER PURCHASE

County Administrator Carolyn McDonald presented on behalf of Parks Director Justin Hoffmann.

Justin budgeted to trade the 2019 Bobcat skid loader in 2023. Due to long delays in getting a new skid loader he would like to submit the order now so we can get our new skid loader before the end of 2023. The price received through Miller Sellner is a state bid price. \$27,500 was budgeted for this item.

It was moved by Gunnink seconded by Thiner to authorize trading the parks department 2019 S595 Bob cat for a new S66 T4 Bobcat Skid loader from Miller Sellner for \$22,743.68 (account code: 01-521-521-6650).

#### MCIT MURRAY COUNTY DELEGATES

The 2022 Annual Meeting of the Minnesota Counties Intergovernmental Trust will be held on December 5, 2022.

An election will be held during the meeting for one seat on the MCIT Board of Directors. The MCIT Bylaws provide for the designation of an official county voting delegate and alternate for this purpose. Our records indicate that your voting delegate and alternate are as follows:  
Delegate: Dave Thiner, Alternate: Tom Burke.

It was moved by Gunnink, seconded by Welgraven and passed to change the Minnesota Counties Intergovernmental Trust alternate voting delegate from former Administrator Tom Burke to

Current Administrator Carolyn McDonald and keep the primary voting delegate as Dave Thiner.  
Motion Passed.

**BUILDING COMMITTEE REPORT**

Commissioner Thiner presented a building committee update on the work done to the Government Center. Bid notices have been sent out for the county highway building.

**COMMITTEE REPORTS FOR THE PERIOD OF OCTOBER 30 – November 12.**

**Commissioner Malone:** 11/1 Commissioner Meeting, 11/4 Ditch Meeting & Hospital Board, 11/7 Audit Planning, 11/9 Rural Energy Board, 11/10 Rep Schomacker & Slayton City Administrator.

**Commissioner Gunnink:** 11/7 Ag Society & Fair Board.

**Commissioner Kluis:** 11/1 Commissioner Meeting, 11/7 Law Library.

**Commissioner Welgraven:** 11/1 Commissioner Meeting & Building Meeting, 11/3 Personnel & RCRC, 11/7 Supporting Hands Nurse Family Practitioner Meeting & Ag Society & Fair Board, 11/10 SRDC.

**Commissioner Thiner:** 11/1 Commissioner Meeting, 11/3 Minnesota Viewers Association, RCRC, 11/7 Ag Society.

The meeting adjourned at 9:49 a.m.

ATTEST:

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Carolyn McDonald, County Administrator

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Molly Malone, Board Chair