

PROCEEDINGS OF THE MURRAY COUNTY BOARD OF COMMISSIONERS  
MURRAY COUNTY GOVERNMENT CENTER – SLAYTON, MINNESOTA  
September 19, 2023 8:30 a.m.

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

The Board Chair asked if there were any additions to the agenda, none were added.

It was moved by Gunnink, seconded by Welgraven to approve the agenda without additions. Motion Passed.

No Conflicts of interest were identified.

Consent Agenda:

1. Approve September 5, 2023 Meeting Minutes
2. Commissioner Warrants dated 9/19/2023 for the amount of \$183,069.11 numbered 172112 through 172190.

It was moved by Meier, seconded by Gunnink to approve consent agenda. Motion Passed.

DES MOINES RIVER WATERSHED PARTNERSHIP MS4FRONT SOFTWARE  
SUBSCRIPTION AGREEMENT

MS4Front is one of the tools used in the implementation of the Des Moines River Watershed Partnership Joint Powers Organization (Partnership). Houston Engineering, Incorporation (HEI), created this tool and has developed a subscription agreement for use by the Partnership, via Murray County as the administrative lead for implementation of the Partnership.

Per the attached agreement, Murray County is agreeing to use the MS4Front to determine whether a project scores high enough for funding and if it holds the pollution reduction estimates once a project is completed. The larger objective for purchasing the MS4Front was for tracking implementation efforts/projects and progress toward plan goals. All subscription fees will be paid by the Partnership directly to HEI. This Agreement was reviewed by County Attorney Smith and determined to be acceptable.

County Board approval to execute the MS4Front Software Subscription Agreement for the Des Moines River Watershed Partnership Joint Powers Organization.

It was moved by Gunnink, seconded by Welgraven to approve and execute the MS4Front Software Subscription Agreement for Murray County to utilize MS4Front Software for the Des Moines River Watershed Partnership Joint Powers Organization, and to authorize County Administrator Carolyn McDonald to sign said agreement. Motion Passed.

## 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:

### **B&W Control Specialists**

21-653-6297	CD 4	625.00	Open Ditch Spraying	Ok'd by T. Radke - 09/14/23
21-657-6297	CD 7	2,242.50	Open Ditch Spraying	Ok'd by T. Radke - 09/05/23
21-665-6297	CD 19	745.00	Open Ditch Spraying	Ok'd by T. Radke - 09/14/23
21-667-6297	CD 20	6,843.50	Open Ditch Spraying	Ok'd by T. Radke - 09/05/23
21-669-6297	CD 21	299.00	Open Ditch Spraying	Ok'd by T. Radke - 09/05/23
21-671-6297	CD 22	403.50	Open Ditch Spraying	Ok'd by T. Radke - 09/14/23
21-679-6297	CD 26	1,254.00	Open Ditch Spraying	Ok'd by T. Radke - 09/05/23
21-685-6297	CD 29	1,657.50	Open Ditch Spraying	Ok'd by T. Radke - 09/14/23
21-693-6297	CD 34	1,432.50	Open Ditch Spraying	Ok'd by T. Radke - 09/05/23
21-705-6297	CD 41	156.75	Open Ditch Spraying	Ok'd by T. Radke - 09/05/23
21-805-6297	JD 3	908.50	Open Ditch Spraying	Ok'd by T. Radke - 09/14/23
21-829-6297	JD 14	3,501.00	Open Ditch Spraying	Ok'd by T. Radke - 09/05/23
21-843-6297	JD 19	1,017.50	Open Ditch Spraying	Ok'd by T. Radke - 09/05/23
21-947-6297	JD 20A	<u>2,798.75</u>	Open Ditch Spraying	Ok'd by T. Radke - 09/14/23
	<b>Subtotal</b>	<b><u>23,885.00</u></b>		

### **Johnson Ditching, Inc**

21-667-6290	CD 20	<u>650.00</u>	#2022-037	Ok'd by T. Radke on 9/5/2023
	<b>Subtotal</b>	<b><u>650.00</u></b>		

### **Larson Backhoe Service**

21-785-6290	CD 82	<u>109.00</u>	#2022-044	Ok'd by T. Radke on 9/5/2023
	<b>Subtotal</b>	<b><u>109.00</u></b>		

**Total Ditch Bills 24,644.00**

## PROCUREMENT POLICY UPDATE

On 11-15-2022 Murray County adopted updated federal uniform procurement standards for purchases using federal grant awards. There are additional items that need added relating to conflicts of interest, competition and disqualified contractors at next lower tier transactions.

It was moved by Welgraven, seconded by Meier to approve amendments to the Federal Awards Procurement Policy as follows:

- Conflicts: Cite the written county policy relating to conflicts of interest for employees
- Competition: Cite that noncompetitive procurements can only be awarded in accordance with CRF §200.320(c)
- Next Lower Tier transactions: Cite that county will verify contractors at next lower tier are not disqualified or excluded by:
  - Checking SAM Exclusions; or
  - Collecting a certification from that person; or
  - Adding a clause or condition to the covered transaction with that person.

## UPDATING THE HUMAN RESOURCE DIRECTOR JOB DESCRIPTION

Staff requests to update the Human Resource Director's job description to include supervision of the General Assistant position.

It was moved by Gunnink, seconded by Meier to approve the Human Resource Director job description, and to begin advertising for the position upon receipt of the current Human Resource Director's letter of resignation. Motion Passed.

#### CONTRACTED SERVICES WITH CITY OF FULDA

Sheriff Landsman presented a contract with the City of Fulda for Murray County Deputies to provide coverage during Fulda Police Officer vacations. The Murray County Sheriff's Office is asked to provide deputies to take and respond to calls for the City's police department for 20 percent of the year or amounting to approximately 41.6 days per year.

It was determined to change the termination period from 1 year to 90 days, County Attorney Smith will amend the contract and send to Police Chief Kenney for approval by the Fulda City, Sheriff Landsman will bring the contract back to the County Board for approval.

#### BUFFALO RIDGE DRUG & VIOLENT CRIME TASK FORCE UPDATE

Sheriff Heath Landsman & Commissioner Gunnink presented a quarterly update on the Buffalo Ridge Drug & Violent Crime Task Force Lincoln County is going to join as a full-fledged member in 2024 and pay the full per capita funding. The state-wide coordinator was over and did the review and had no findings of error.

Sheriff Landsman discussed drug testing equipment and utilizing funds from the opioid settlement money the devices would be portable and training for the devices would be offered depending on the vendor. This equipment would be more effective for the Deputies as it would reduce the risk of possible contact with the substances.

#### COMMITTEE REPORTS FOR THE PERIOD OF SEPTEMBER 3 - 16, 2023

##### Malone

- 9/5 Commissioner Meeting
- 9/6 Audit/Exit Meeting
- 9/8 Personnel
- 9/12 Redetermination of Benefits hearing
- 9/13 AMC Conference
- 9/14 AMC Conference
- 9/15 AMC Conference

##### Gunnink

- 9/5 Commissioner Meeting
- 9/7 RCRC
- 9/12 Historical Society Meeting
- 9/13 AMC Conference
- 9/14 AMC Conference
- 9/15 AMC Conference

##### Meier

- 9/5 Commissioner Meeting

9/6 Buffalo Ridge Task Force  
9/7 ECI Meeting  
9/12 Ditch Drainage Meeting  
9/13 AMC Conference  
9/14 AMC Conference  
9/15 AMC Conference

Welgraven

9/5 Commissioner Meeting/Finance Committee  
9/7 Insurance Committee  
9/8 Personnel  
9/12 Ditch Hearing  
9/13 Livestock Committee  
9/14 SRDC

Thiner

9/5 Commissioner Meeting  
9/7 Insurance Meeting  
9/12 Ditch Meeting/ Novel Energy Pre-construction Meeting

The Meeting Adjourned at 9:28 a.m.

ATTEST:

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Carolyn McDonald, County Administrator

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Molly Malone, Board Chair