

PROCEEDINGS OF THE MURRAY COUNTY BOARD OF COMMISSIONERS  
MURRAY COUNTY GOVERNMENT CENTER – SLAYTON, MINNESOTA  
March 19, 2019 8:30 a.m.

Pursuant to notice, the Murray County Board of Commissioners convened with the following members present: Commissioners Lori Gunnink, James Jens, Jim Kluis, David Thiner, and Dennis Welgraven. Also present were County Attorney Travis Smith and Economic Development Director Amy Rucker.

The Chairman asked if there were any additions to the agenda. Several items were added.

It was moved by Gunnink, seconded by Welgraven, and passed to approve the agenda as modified.

No conflicts of interest were identified.

CONSENT AGENDA

1. Approve minutes from March 5, 2019.

It was moved by Jens, seconded by Gunnink, and passed to approve consent agenda item number 1 with corrections.

COMMISSIONER WARRANTS

A motion was duly made by Kluis, seconded by Jens and carried that all claims as presented were approved for payment. The Chairman was authorized to sign the Audit List dated March 19, 2019 with fund totals as follows and warrants numbered 158533 through 158608:

County Revenue Fund	95,976.66
County Road & Bridge Fund	35,738.06
Ditch	200.00
Self Insurance	53.60
Sunrise Terrace	1,345.02
SAWS	<u>154.00</u>
Total	<u>133,467.34</u>

AUDITOR WARRANTS

Auditor Warrants were reviewed.

JUDICIAL DITCH 3 APPEAL/REMAND HEARING

A motion was made by Jens and seconded by Thiner to approve the report of the Ditch Committee of the Judicial Ditch lying within the County of Murray on those petitions for repair that have been inspected for determining what repairs, if any, are necessary, the extent and nature of such repairs, an estimated cost of such repairs or a list of bills presented for payment that will enable said ditches to answer their purposes and to pay all bills contained within the report. The motion passed with a roll call vote as follows:

- David Thiner: Yes

- Lori Gunnink: Abstain
- James Jens: Yes
- Dennis Welgraven: Yes
- James Kluis: Abstain

**Bolton & Menk**

JD 3	\$ 1,264.00	JD 3 Appeal - Engineering
<b>Subtotal</b>	<b>\$ 1,264.00</b>	

**Rinke Noonan**

JD 3	\$ 1,238.50	JD 3 Appeal - Legal
<b>Subtotal</b>	<b>\$ 1,238.50</b>	

**Total JD 3 Ditch Bills 2,502.50**

**ALL OTHER DITCH BILLS:**

A motion was made by Welgraven, seconded by Kluis, with all members of the Board voting their approval to accept the report of the Ditch Committee of the County and Judicial Ditches lying within the County of Murray on those petitions for repair that have been inspected for determining what repairs, if any, are necessary, the extent and nature of such repairs, an estimated costs of such repairs or a list of bills presented for payment that will enable said ditches to answer their purposes and to pay all bills contained within the report.

<b><u>Vendor</u></b>	<b><u>Ditch #</u></b>	<b><u>Amount</u></b>	<b><u>Petition #</u></b>	<b><u>Inspector</u></b>
----------------------	-----------------------	----------------------	--------------------------	-------------------------

**Bolton & Menk**

CD 22	1,170.00	CD 22 Improvement Engineering
<b>Subtotal</b>	<b>1,170.00</b>	

**Rinke Noonan**

Admin	200.00	Monthly Retainer Agreement
CD 22	2,475.00	CD 22 Improvement - Legal
JD 14	275.00	JD 14 - minor modification
<b>Subtotal</b>	<b>2,950.00</b>	

**Total for Other Ditch Bills 4,120.00**

**Total for ALL Ditch Bills 6,622.50 (Judicial Ditch No. 3 and other bills)**

### APPROVAL OF 3.2 MALT LIQUOR AND LIQUOR LICENSE RENEWALS

It was moved by Gunnink, seconded by Jens, and passed to approve the following county 3.2 Beer and Liquor License Renewals for 2019, contingent upon receipt of all paperwork received in the Office of the Auditor-Treasurer:

- 3.2 Malt Liquor “On and Off Sale” License No. 6 to Rolling Hills Golf Club, Inc
- 3.2 Malt Liquor “On and Off Sale” License No. 1 to Carlson Corner
- 3.2 Malt Liquor “On and Off Sale” License No. 4 to Michael Ruppert d/b/a/ Ruppert Oil Company
- 3.2 Malt Liquor “On and Off Sale” License No. 5 to Peter Bloemendaal d/b/a Pete’s Corner
- 3.2 Malt Liquor “Off Sale” License No. 9 to Chandler Cooperative d/b/a Cenex Convenience Store
- 3.2 Malt Liquor “On and Off Sale” License No. 13 to Roger Hamann d/b/a Trails Edge General Store
- Liquor “On Sale” and Sunday “On Sale” License No. 3 to Rolling Hills Golf Club, Inc

### APPROVE MONTHLY FUND TRANSFERS

It was moved by Jens, seconded by Welgraven, and passed to ratify the following fund transfers for February 2019:

From	To	Amount	Reason
------	----	--------	--------

NO TRANSFERS MADE

2 CDs purchased through MAGIC on 1/11/2019

Foresight Bank, Plainview, MN	2.60%	\$243,000.00
First Mid-Illinois Bank & Trust, Mattoon, IL	2.60%	<u>\$243,000.00</u>
		\$486,000.00

### PURCHASE REQUEST – DESK AND CHAIRS FOR LAW LIBRARY

It was moved by Kluis, seconded by Jens, and passed to authorize an expenditure of \$1,099.40 to One Office Solution for the purchase of a desk and 3 chairs for the Law Library (account code: 01-110-112-6480).

### G&R CONTROLS PROPOSAL FOR SOFTWARE UPGRADE FOR HVAC

It was moved by Jens, seconded by Gunnink, and passed to accept the Siemens Insight to Desigo CC Migration Proposal from G&R Controls, further moving to authorize the Board Chair to sign the proposal, also further moving to include \$10,082.00 in the 2020 budget for the full integration (account code: 01-110-111).

### INTRODUCE NEW DITCH INSPECTOR

Howard Konkol introduced the new ditch inspector, Travis Radke. Radke started on March 14.

#### GOVERNMENT CENTER DOORS/SOUTHWEST GLASS CENTER, INC.

It was moved by Jens, seconded by Gunnink, and passed to approve the proposal by Southwest Glass Center, Inc. and Safe-N-Secure for the total amount \$11,761.40 for the installation of new doors and hardware on the north doors of the Government Center.

#### SERVER UPGRADE/MORRIS ELECTRONICS

It was moved by Kluis, seconded by Welgraven, and passed to accept the Sheriff's Office server upgrade proposal from Morris Electronics in the amount of \$13,813.49 (account code: 01-201-6480).

#### WEX GOVERNMENT FLEET CARDS FOR DEPUTIES

It was moved by Welgraven, seconded by Kluis, and passed to authorize obtaining WEX Government Fleet Cards for all Deputies for fuel purchases.

#### WHITE BUILDING ON FAIRGROUNDS

The condition of the Sheriff Office's white building on the Fairgrounds was discussed.

#### MOLD ISSUES IN SHERIFF'S OFFICE

Remediation of mold issues in the Sheriff's Office was discussed. The Building Committee, Auditor/Treasurer Heidi Winter, and Chief Deputy Heath Landsman will discuss and investigate further.

#### CREDIT CARD FOR CHIEF DEPUTY SHERIFF

Obtaining a county-issued credit card for Chief Deputy Sheriff Heath Landsman was discussed.

#### SHERIFF CONTRACTS WITH MURRAY COUNTY CITIES

Contracts were signed by the Sheriff and Mayors of the cities and returned to the Auditors Office. However, per Minnesota Statute the County Board needs to approve the contracts. Landsman will bring the 2019 contracts to a future County Board meeting for approval and the signature of the Board Chair.

#### SHERIFF OFFICE SCHEDULE

A new schedule for deputies effective April 1 was discussed.

#### SURPLUS ITEMS – PARKS DEPARTMENT

It was moved by Gunnink, seconded by Welgraven, and passed to approve the sale of a table saw, 1 gallon of Quikrete epoxy garage floor coating, 2 paint sprayers with miscellaneous sprayer items, colored chairs (51), seeder, picnic table movers, and folding chairs (47).

#### SUPRLUS ITEMS – COURTHOUSE

It was moved by Gunnink, seconded by Kluis, and passed to designate as surplus property chairs that have been stored and are not in use to donate them to Murray County Central Schools for their use for students as needed.

It was moved by Welgraven, seconded by Jens, and passed to dispose of a microfiche reader/printer no longer needed by Courts.

It was moved by Gunnink, seconded by Welgraven, and passed for the Building Committee and/or the Board Chair to approve of the removal or sale of additional surplus items as deemed necessary during the Courts Building Remodel project.

#### OPEN FORUM / PUBLIC COMMENT

Bridget Huber was present for Open Forum and voiced concerns regarding the county's legal costs, and the hiring of a County Administrator, and the status of the hospital. In addition, she expressed gratitude that the playground equipment at Lake Sarah East County Park will be replaced.

#### COMMITTEE REPORTS

The Commissioners gave their committee reports for the period of February 24, 2019 to March 9, 2019.

James Jens reported on Hospital Finance (partial per diem claimed) – February 25, Commissioner Board Meeting (partial per diem claimed) – February 26, Hospital Board Meeting (partial per diem claimed) – February 27, Health and Human Services (no per diem claimed) – February 28, Building Committee (partial per diem claimed) – March 1, Commissioner Board Meeting (partial per diem claimed) – March 5.

Lori Gunnink reported on Commissioner Board Meeting (partial per diem claimed) – February 26, Plum Creek Library Personnel Meeting (partial per diem claimed) – February 27, Commissioner Board Meeting/Lowville Township Meeting – March 5, RCRCA/Plum Creek Library Executive Meeting – March 7.

Dennis Welgraven reported on Personnel Committee (partial per diem claimed) – February 25, Commissioner Board Meeting/Personnel Committee/Chandler Fire Department Meeting – February 26, Southwest Health and Human Services (no per diem claimed) – February 28, Personnel Committee (partial per diem claimed) – March 4, Commissioner Board Meeting/Mutual Aid – March 5.

Jim Kluis reported on Commissioner Board Meeting/Meeting with Randy Groves and Howard Konkol – March 5, Meeting Randy Groves (partial per diem claimed) – March 6, Hospital Board Meeting (partial per diem claimed) – March 8,

David Thiner reported on Commissioner Board Meeting/Personnel Meeting – February 26, Planning and Zoning Meeting (partial per diem claimed) – February 28, Personnel Committee (partial per diem claimed) – March 4, Commissioner Board Meeting (partial per diem claimed) – March 5, Personnel Committee/Kiwanis (no per diem claimed) – March 6.

It was moved by Jens, seconded by Gunnink, and passed to approve the Commissioner Vouchers for the period of February 24, 2019 to March 9, 2019.

## 2019 AMBULANCE AGREEMENTS

Jennifer Kirchner, Murray County Ambulance EMS Director, and Michael Ladevich, Murray County Medical Center Interim CEO, presented the annual ambulance rig replacement agreements. They explained that the ambulance agreements began in 2010 with townships and cities in the Murray County Primary Service Area. The funds that come from the agreements are held as assigned fund balances on the County's balance sheet for ambulance replacement in the future.

It was moved by Jens, seconded by Welgraven, and passed to send 2019 Ambulance Service Agreements to Townships and Cities within the territory of the Murray County Ambulance Primary Service Area, further moving to approve 2019 Ambulance Agreement rates as follows:

- Townships: \$35.00 per section included in the Murray County Ambulance Primary Service Area.
- Cities: \$10.00 per capita based on most current Household Estimates from the Minnesota State Demographer.

## RE-SET BID OPENING DATE FOR PROJECTS

It was moved by Kluis, seconded by Gunnink, and passed to approve setting the Highway Department bid opening date of April 16, 2019 at 10:30 a.m. for SAP's 51-608-015, 51-608-016, 51-625-012, 51-627-005 and 51-652-002.

## SET BID OPENING DATE FOR PROJECTS

It was moved by Gunnink, seconded by Welgraven, and passed to approve setting the Highway Department bid opening date of April 23, 2019 at 10:30 a.m. and 10:40 a.m. for SAP 51-626-06 and CP 01-09.

## HIGHWAY DEPARTMENT MAINTENANCE FACILITY DISCUSSION

Kent Rohr, Engineer and Greg Bohl, Architect, from Widseth Smith Nolting, and Randy Groves, Murray County Engineer, presented information regarding potential construction of a new Highway Department maintenance facility partially funded with County State Aid Highway (CSAH) construction funds.

## TRANSPORTATION RESOLUTION

The County Board discussed with Randy Groves a transportation funding resolution proposed by the Association of Minnesota Counties (AMC). Groves will bring the resolution back to a future meeting.

## RETIREMENT RECEPTION FOR HOWARD KONKOL

It was announced that a retirement reception will be held in honor of Howard Konkol on Friday, March 29, 2019 from 2:00 p.m. to 4:00 p.m. in the Government Center Lobby. Konkol has been an employee with Murray County since 1981 as the Murray County Soil and Water District Manager and the Murray County Ditch Inspector.

## JOB DESCRIPTION UPDATES

It was moved by Jens, seconded by Gunnink, and passed to approve the updated Engineer Technician II and Seasonal Surveying Technician job descriptions.

### SEASONAL POSITIONS - RECRUITMENT

It was moved by Welgraven, seconded by Gunnink, and passed to approve starting the recruitment process for the following seasonal positions:

- Museum Assistant – 4 positions
- Parks Maintenance Worker – 4 positions
- Surveying Technician – 1 position
- Weed Sprayer I – 1 position
- Weed Sprayer II – 1 position

### CD 22 CONTINUED HEARING

Information was distributed for the continuation of the CD 22 Public Hearing, which will be held on March 21, 2019.

### SNOW/ICE BUILDING DAMAGE

Auditor/Treasurer Heidi Winter advised the County Board that insurance claims were filed for the ACE/Murray County Food Shelf building and the east side of Historical Museum Building.

### PARCEL PURCHASE DISCUSSION

11:27 a.m. It was moved by Kluis, seconded by Jens, and passed to approve going into closed session pursuant to Minnesota Statute 13D.05 Subd.3(c)3: to discuss the potential purchase of parcel #s 20-023-0040, 20-016-0071, and 20-016-0050.

11:58 a.m. It was moved by Jens, seconded by Gunnink, and passed to approve coming out of closed session.

After coming out of closed session, no action was taken.

It was moved by Welgraven, seconded by Kluis, and passed to recess until 1:00 p.m.

The meeting was called back to order at 1:00 p.m.

### COUNTY ADMINISTRATOR DISCUSSION WITH GARY WEIERS

Gary Weiers of DDA Human Resources, Inc. met with the County Board to discuss the job description and hiring process for a County Administrator.

The meeting was adjourned at 1:53 p.m.

ATTEST:

---

Amy Rucker, Economic Development Director

---

David Thiner, Chairman of the Board