

PROCEEDINGS OF THE MURRAY COUNTY BOARD OF COMMISSIONERS
MURRAY COUNTY GOVERNMENT CENTER – SLAYTON, MINNESOTA
May 19, 2020 8:30 a.m.

Pursuant to notice, the Murray County Board of Commissioners convened with the following members present in person: Commissioners Dennis Welgraven, David Thiner and Lori Gunnink. Present via phone were Commissioners James Jens and James Kluis. Also present in person were County Administrator Thomas Burke and Human Resources Director Ronda Radke. County Attorney Travis Smith via phone.

Heidi Winter, Travis Radke, Justin Hoffmann, Randy Groves, and Carl Nyquist joined the meeting via phone.

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

It was moved by Thiner and seconded by Gunnink to approve the agenda. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- James Kluis: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

No conflicts of interest were identified.

It was moved by Thiner and seconded by Gunnink to approve the minutes from the May 5, 2020 meeting. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- James Kluis: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

It was moved by Thiner, seconded by Kluis to approve consent item number 1 – contract for new AIS billboard artwork and number 2 Murray County feedlot report with having Jon Bloemendaal come to the Board at a later date to go over the report. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- James Kluis: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

OPEN FORUM / PUBLIC COMMENT

Amy Wendinger, Kari VanDyke, and Shane Johanning – the concern of their business losing money staying closed, asking what the counties plan is if the governor does not lift any restrictions.

COMMISSIONERS WARRANTS

It was moved by Jens, seconded by Gunnink and passed that all claims as presented were approved for payment. The Chairman was authorized to sign the Audit List dated May 19, 2020 with fund totals as follows and warrants numbered 162146 through 162210:

County Revenue Fund	84,449.95
County Road & Bridge Fund	33,322.76
EDA	144.00
Ditch	323.04
Self-Insurance	137.00
Sunrise Terrace	1,073.83
SAWS	154.00
Total	<u>119,604.58</u>

The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- James Kluis: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

DITCH BILLS

It was moved by Kluis and seconded by Jens to approve accepting the report of the petitions for payment, having been inspected for determining what repairs, if any, are necessary, the extent and nature of such repairs and 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.

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DITCH BILLS CONTINUE ON THE NEXT PAGE*

Bolton & Menk

JD 3	3,053.00	JD 3 Improvement - Engineering
JD 6	302.50	JD 6 Improvement - Engineering
JD20A	302.50	JD20A Improvement - Engineering
Subtotal	<u>3,658.00</u>	

Cooreman Contracting

JD 18	1,852.40	#2019-063	Approved T.Radke 5-12-2020	1-Jens
Subtotal	<u>1,852.40</u>			

Johnson Ditching, Inc.

JD 14	679.45	#2018-006	Approved T.Radke 5-1-2020	2-Gunnink
JD 16	659.55	#2020-011	Approved T.Radke 5-1-2020	2-Gunnink
Subtotal	<u>1,339.00</u>			

Prairie View Farms

JD 10	277.50	#2019-083	Approved T.Radke 5-12-2020	3-Welgraven
JD 13	699.50	#2019-121	Approved T.Radke 5-12-2020	5-Thiner
Subtotal	<u>977.00</u>			

Riley Land Improvement, LLC

CD 29	526.00	#2018-050	Approved T.Radke 5-6-2020	1-Jens
Subtotal	<u>526.00</u>			

Rinke Noonan

CD 22	9,948.00	CD 22 Appeal - Legal
JD 11	33.00	JD 11 Redetermination of Benefits - Legal
JD20A	88.50	JD 20A Improvement - Legal
Admin	200.00	Monthly Retainer
Subtotal	<u>10,269.50</u>	

Total Ditch Bills 18,621.90

The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- James Kluis: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

JD 3 IMPROVEMENT – PAY APPLICATION 9

It was moved by Thiner, seconded by Jens and passed to approve Pay Application 9 to Cooreman Contracting for the Judicial Ditch No. 8 Improvement Project for \$25,684.47. The motion passed with a roll call vote as follows:

- James Jens: Yes

- Lori Gunnink: Yes
- James Kluis: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

JD 6/JD20A IMPROVEMENT – CHANGE ORDER NO. 1

It was moved by Jens, seconded by Gunnink and passed to approve Change Order No. 1 to Cooreman Contracting, Inc. for the Judicial Ditch No. 6/JD20A Improvement Project for a reduction to the contract of \$18,780.00. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- James Kluis: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

SUBORDINATION REQUEST

It was moved by Thiner, seconded by Gunnink and passed to approve a subordination agreement for Murray County Tax Parcel ID# 09-020-0021 for a Murray County Septic Lien (Document #254250), further moving to authorize the Auditor-Treasurer to sign the agreement on behalf of the County. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- James Kluis: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

SHETEK SPORTSMEN ASSOCIATION RESCHEDULED RAFFLE

It was moved by Jens, seconded by Gunnink and passed to approve a date change for the Lake Shetek Sportsmen Association raffle at Pelican Cove (21 Valhalla Drive) from May 16, 2020 to August 22, 2020. (The original LG220 Application for Exempt Permit was approved on February 18, 2020). The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- James Kluis: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

DITCH INSPECTION REPORT

A motion was made by Welgraven and seconded by Gunnink 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.

- *Petition 2020-020 (JD12, Iona Twp. Sec.36, District 3–Welgraven)*
- *Petition 2020-021 (CD43A, Belfast Twp. Sec.8, District 1–Jens)*
- *Petition 2020-022 (JD20A, Shetek Twp. Sec.10, District 1–Jens)*
- *Petition 2020-023 (CD46, Leeds Twp. Sec.16, District 2–Gunnink)*
- *Petition 2020-024 (CD22, Shetek Twp. Sec.13, District 1–Jens)*

The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- James Kluis: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

Discussion on Judicial Ditch 17 – Josh Malchow, City of Slayton Administrator, the City of Slayton would like to start cleaning out the trees. Travis Radke, Ditch Inspector and Josh Malchow will work together on a new petition for Judicial ditch 17.

FOREMAN ACRES PARKING LOT

It was moved by Thiner, seconded by Gunnink and passed to allow the parks department to build a parking lot at Forman Acres County Park and waive the grading and filling permit fee. Funds from forfeited land sales will be used to cover these costs. (Account code: 01-521-521-5028).

The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- James Kluis: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

Dale Gillogy gave an update on Murray County Medical Center.

FINAL PAYMENT TO DUININCK INC.

It was moved by Gunnink, seconded by Thiner and passed to approve the final payment to Duininck Inc. for the 2019 overlay projects SAP 051-608-015, SAP 051-608-016, SAP 051-625-012, SAP 051-627-005, SAP 051-652-002 of \$120,268.57 and authorize the Chair and County Administrator to sign. The motion passed with a roll call vote as follows:

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

- David Thiner: Yes

JAIL ADMINISTRATOR JOB DESCRIPTION

It was moved by Jens, seconded by Kluis and passed to approve the Jail Administrator job description as presented. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- James Kluis: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

PROMOTION JAIL ADMINISTRATOR

It was moved by Jens, seconded by Welgraven and passed to approve promoting Donna Mollema from Assistant Jail Administrator to Jail Administrator, grade 10, step 9 as of May 19, 2020. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- James Kluis: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

GENERAL ASSISTANT

It was moved by Thiner, seconded by Kluis and passed to approve hiring Samantha McClellan as a regular full-time General Assistant effective June 1, 2020 at a labor grade 8, step 1 and contingent upon satisfactory results of a criminal background check and a pre-employment drug test. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- James Kluis: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

WORKFORCE INNOVATION AND OPPORTUNITY ACT JOINT POWERS AGREEMENT

It was moved by Gunnink, seconded by Thiner and passed to approve the Workforce Innovation and Opportunity Act (WIOA) Joint Powers Agreement and authorize the Board Chair and the County Representative to sign agreement. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- James Kluis: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

COMMITTEE REPORTS

James Jens: 5/05 County Board Meeting, 5/07 Covid-19 update (no per diem), 5/11 Shetek Area water and Sewer Meeting, 5/12 Murray County Historical Society Meeting, 5/14 Covid-19 update (no per diem).

Lori Gunnink: 5/05 County Board Meeting, 5/07 RCRC Meeting, Covid-19 update (per Per diem), 5/08 SAWS Board Meeting, 5/14 Covid-19 update (no per diem).

James Kluis: 5/05 County Board Meeting, 5/07 Ace Joint Powers Meeting.

Dennis Welgraven: 5/05 County Board Meeting, 5/14 SW Regional Development Commission Meeting.

David Thiner: 5/05 County Board Meeting, 5/08 Personnel Interviews.

It was moved by Thiner, seconded by Kluis, and passed to approve the committee reports for May 3 through May 16, 2020. The motion passed with a roll call vote as follows:

- James Jens: Yes
- Lori Gunnink: Yes
- James Kluis: Yes
- Dennis Welgraven: Yes
- David Thiner: Yes

Kristin Deacon – Southwest Health & Human Services gave an update on COVID-19

COVID-19 UPDATE County Administrator Thomas Burke and Emergency Management/Safety Director Carl Nyquist led a discussion on Murray County's response to the COVID-19 pandemic.

Discussion on the Draft Preparedness Plan, the plan will be brought back to the Board at the next meeting.

The meeting was adjourned at 10:45 a.m.

ATTEST:

Ronda Radke, Human Resources Director

Dennis Welgraven, Chairman of the Board