

PROCEEDINGS OF THE MURRAY COUNTY BOARD OF COMMISSIONERS
MURRAY COUNTY GOVERNMENT CENTER – SLAYTON, MINNESOTA
February 4, 2020 8:30 a.m.

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

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

It was moved by Thiner, seconded by Kluis, and passed to approve the agenda.

No conflicts of interest were identified.

It was moved by Thiner, seconded by Jens, and passed to approve the minutes from the January 28, 2020 meeting.

OPEN FORUM / PUBLIC COMMENT

There was no one present for Open Forum.

COMMISSIONER WARRANTS

It was moved by Jens, seconded by Kluis, and passed that all claims as presented were approved for payment. The Chairman was authorized to sign the Audit List dated February 4, 2020 with fund totals as follows and warrants numbered 161383 through 161434:

County Revenue Fund	155,834.70
County Road & Bridge Fund	21,360.02
Ditch	305.50
Self-Insurance	6,049.00
Sunrise Terrace	<u>214.94</u>
Total	<u>183,764.16</u>

DITCH / DRAINAGE TRAINING

It was moved by Thiner, seconded by Jens, and passed to authorize Murray County Commissioners to receive per diems for attending Minnesota Viewing Association training.

HVAC UPDATE

Auditor-Treasurer Heidi Winter provided an update on the HVAC project scheduled to begin in 2020.

PAYROLL

The process for printing Commissioner pay stubs was discussed.

BUFFALO RIDGE TASK FORCE

Commissioner Thiner asked if it is possible to keep Buffalo Ridge Task Force expenses tracked separately within the Sheriff's Office budget. Auditor-Treasurer Heidi Winter and Chief Deputy Heath Landsman explained that only some expenses are clearly attributable to the Buffalo Ridge Task Force. County Administrator Burke will discuss further with Winter and Landsman.

MINNESOTA DNR PROJECT REVIEWS AND APPROVALS

The process for reviewing and approving Minnesota Department of Natural Resources (DNR) projects was discussed.

CLEAR LAKE WATER CONTROL STRUCTURE

It was decided to request additional information from the engineer of the Clear Lake water control structure project.

County Attorney Travis Smith was asked to request clarification on the agreement approved on 1/28 regarding who is responsible for additional costs.

DITCH CONTRACTOR QUOTE

Commissioner Thiner asked for clarification on the process for selecting ditch contractors.

MURRAY COUNTY MEDICAL CENTER AUDIT

Commissioner Thiner asked if there would be cost savings in having the Murray County Medical Center's audit included as part of the Murray County audit. Auditor-Treasurer Heidi Winter will ask the Minnesota Office of the State Auditor.

AVOCA CITY CONTRACT

It was moved by Gunnink, seconded by Thiner, and passed to approve and authorize the Board Chair to sign the annual law enforcement contract with the City of Avoca.

FULL-TIME AND PART-TIME DISPATCHER POSITIONS

It was moved by Thiner, seconded by Kluis, and passed to approve hiring Denise Halbur as a regular full-time Dispatcher/Jailer in the Sheriff Department effective February 10, 2020 at a labor grade 8, step 1, contingent upon favorable background check and drug test results.

It was moved by Thiner, seconded by Kluis, and passed to approve hiring Bryar Hegstad as a regular part-time Dispatcher/Jailer in the Sheriff Department effective February 10, 2020 at a labor grade 8, step 1, contingent upon favorable background check and drug test results.

AUDITOR OFFICE JOB DESCRIPTION UPDATES

It was moved by Jens, seconded by Thiner, and passed to approve the reclassified job description of the Deputy Auditor - Secretary to a Deputy Auditor – Property/Ditches at a labor grade 6.

It was moved by Jens, seconded by Kluis, and passed to approve the updated job description for the Deputy Auditor – Elections/Property/Ditches.

It was moved by Jens, seconded by Gunnink, and passed to approve the updated job description for the Chief Deputy Auditor.

DEPUTY AUDITOR - PROPERTY/DITCHES PROMOTION

It was moved by Gunnink, seconded by Kluis, and passed to approve promoting Margo Newman to a Deputy Auditor – Property/Ditches at a labor grade 6, step 2, effective February 1, 2020.

CHIEF DEPUTY AUDITOR-TREASURER PROMOTION

It was moved by Kluis, seconded by Jens, and passed to approve promoting Mary Ellen Moline to a Chief Deputy Auditor-Treasurer at a labor grade 12, step 2, effective February 1, 2020.

DES MOINES RIVER ONE WATERSHED ONE PLAN COMMITTEE APPOINTMENTS

It was moved by Gunnink, seconded by Kluis, and passed to appoint David Thiner as Policy Committee Member and James Jens as an Alternate for the Des Moines River Watershed One Watershed One Plan.

SELECTION OF CONSULTANT FOR DESIGN WORK IN HADLEY

It was moved by Thiner, seconded by Gunnink, and passed to select Short Elliott Hendrickson, Inc. (SEH) to perform design work for the CSAH 29 project in Hadley for a cost of \$111,400.00 (account 10-330-6265), further moving to authorize County Engineer Randy Groves to sign the contract.

BRIDGE REPLACEMENT RESOLUTION

Commissioner Thiner offered the following resolution and moved for its adoption:

**RESOLUTION NO. 2020-02-04-01
Resolution on Deficient Bridges**

WHEREAS, Murray County has determined that the following deficient bridges on the CSAH, County Road and Township systems are a high priority and require replacement or rehabilitation within the next five (5) years; and

Old Bridge	Road Number	Estimated Proj. Cost	Federal Funds	State Aid	Town Bridge	Local Tax	Bond Funds	Program Year	Road Jurisdiction
<10'	T-1 (1 st St)	270,000			250,000	20,000		2020	Moulton Twp.
<10'	T-1 (1 st St)	350,000			330,000	20,000		2020	Moulton Twp.
<10'	11 th St	150,000			130,000	20,000		2020	Moulton Twp.
<10'	T-36 (91 st St)	130,000			120,000	10,000		2021	Leeds Twp.
L1570	Co. Rd. 86	800,000				250,000	550,000	2021	County
L1545	CSAH 25	200,000		100,000			100,000	2021	County
L1519	CSAH 1	150,000		75,000			75,000	2021	County
L1530	CSAH 7	200,000		100,000			100,000	2021	County
L1555	CSAH 33	300,000		150,000			150,000	2021	County

L1556	CSAH 33	400,000		200,000			200,000	2021	County
L9177	T-62	400,000			390,000	10,000		2022	Murray Twp.
51502	T-55	500,000			490,000	10,000		2023	Lowville
51504	CSAH 38	560,000	440,000	65,000			55,000	2023	County
L1513	CSAH 4	150,000		75,000			75,000	2024	County
92394	CSAH 17	250,000		125,000			125,000	2024	County
L1652	T-172 (210 th Ave)	180,000			170,000	10,000		2024	Murray Twp.

WHEREAS, local roads play an essential role in the overall state transportation network and local bridges are the critical component of the local road systems; and

WHEREAS, State support for the replacement or rehabilitation of local bridges continues to be crucial to maintaining the integrity of the local road systems and is necessary for the County and the townships to proceed with the replacement or rehabilitation of the high priority deficient bridges described above; and

WHEREAS, Murray County intends to proceed with replacement or rehabilitation of these bridges as soon as possible when State Transportation Bond Funds are available.

BE IT RESOLVED, that Murray County commits that it will proceed with the design and contract documents for these bridges immediately after being notified that funds are available in order to permit construction to take place within one year of notification.

The foregoing resolution was duly seconded by Commissioner Jens and there upon being put to a vote, all members of the Board voted for its adoption.

MINNESOTA COUNTY ENGINEERS ASSOCIATION CONFERENCE SUMMARY
County Engineer Randy Groves summarized the Minnesota County Engineers Association (MCEA) Conference he attended in January.

SOUTHERN MINNESOTA TOURISM ASSOCIATION CONFERENCE SUMMARY
Museum Coordinator Janet Timmerman summarized the Southern Minnesota Tourism Association (SMTA) Conference she attended in January.

MURRAY COUNTY MEDICAL CENTER AUDIT
Auditor-Treasurer Heidi Winter returned to the meeting to report that she checked with the County's local audit team from the Office of the State Auditor and was told that there probably would not be a cost savings in having the Murray County Medical Center audit performed in conjunction with the County's audit. In addition, they will check with the Saint Paul office to see if the State Auditor even audits hospitals.

MURRAY COUNTY PARKS & RECREATION ADVISORY COMMISSION RESIGNATION
County Administrator Thomas Burke advised that Doug Stewart has resigned from the Murray County Parks & Recreation Advisory Commission. That position in District 1 will be advertised.

HERON LAKE WATERSHED DISTRICT

Commissioner Thiner updated the Board on proposed bonding for Heron Lake Watershed District projects in Jackson County.

PLANNING AND ZONING COMMISSION

The number of members on the Murray County Planning and Zoning Commission was discussed.

The meeting was adjourned at 10:59 a.m.

ATTEST:

Amy Rucker, Economic Development Director

Dennis Welgraven, Chairman of the Board