

PROCEEDINGS OF THE MURRAY COUNTY BOARD OF COMMISSIONERS
MURRAY COUNTY GOVERNMENT CENTER – SLAYTON, MINNESOTA
December 22, 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, Lori Gunnink, James Kluis, and David Thiner. Present via Zoom was Commissioner James Jens. Also present in person was County Administrator, Thomas Burke, General Assistant, Samantha McClellan. County Attorney, Travis Smith, via Zoom.

The Chairman asked if there were any additions to the agenda. One addition was added.

No conflicts of interest were identified.

It was moved by Thiner, seconded by Gunnink and passed to approve the agenda with the addition.

It was moved by Kluis, seconded by Jens and passed to approve the minutes from the December 15, 2020 meeting with the minor change.

OPEN FORUM / PUBLIC COMMENT

There was no one present for Open Forum.

DITCH BILLS

It was moved by Gunnink, seconded by Kluis and passed 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.

Bolton & Menk

CD 41	2,165.00	CD 41 Improvement - Engineering
JD 3	484.00	JD 3 Improvement - Engineering
JD 6	3,890.50	JD 6 Improvement - Engineering
JD 20A	3,846.50	JD 20A Improvement - Engineering
Subtotal	<u>10,386.00</u>	

Johnson Ditching, Inc

CD 14	<u>3,217.65</u>	#2019-015 Approved by T. Radke 12-11-2020 2-Gunnink
Subtotal	<u>3,217.65</u>	

Total Ditch Bills 13,603.65

RETAINER AGREEMENT FOR DRAINAGE SYSTEMS - RINKE NOONAN

It was moved by Gunnink, seconded by Thiner and passed to approve Proposal Option One 2021 retainer agreement with Rinke Noonan Attorneys at Law (Kurt Deter) for drainage system legal services.

DELEGATE AUTHORITY – YEAR END WARRANT BATCH APPROVAL

It was moved by Kluis, seconded by Gunnink and passed to delegate authority to Heidi E. Winter, Auditor-Treasurer to approve any remaining eligible 2020 claims to be paid in an Auditor's warrant batch.

DELEGATE AUTHORITY TO DESIGNATE DEPOSITORIES AND MAKE INVESTMENTS

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

RESOLUTION 2020-12-22-01

A RESOLUTION DELEGATING AUTHORITY TO
DESIGNATE DEPOSITORIES AND MAKE INVESTMENTS IN 2021

NOW THEREFORE BE IT RESOLVED, that the Murray County Board of Commissioners delegates authority pursuant to M.S. §118A.02 to Heidi E. Winter, or successors, to designate depositories and make investments of funds under M.S. §118A.01 to 118A.06 or other applicable law during 2021.

The foregoing resolution was duly seconded by Commissioner Kluis and thereupon being put to a vote all members voted for its adoption.

RESOLUTION DELEGATE EFT AUTHORITY (M.S. §471.38)

Commissioner Gunnink presented the following resolution and moved for its adoption:

RESOLUTION 2020-12-22-02

RESOLUTION TO DELEGATE AUTHORITY
FOR ELECTRONIC FUND TRANSFERS

WHEREAS, Minnesota Statute §471.38 allows for the use of electronic fund transfer as means of making various payments; and

WHEREAS, Electronic funds transfer is the process of value exchange via mechanical means without the use of checks, drafts, or similar negotiable instruments; and

WHEREAS, a local government may make an electronic funds transfer for the following:

- For a claim for a payment from an imprest payroll bank account or investment of excess money;
- For a payment of tax or aid anticipation certificates;
- For a payment of contributions to pension or retirement fund;
- For vendor payments; and
- For payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund.

WHEREAS, the County Board shall annually delegate the authority to make electronic funds transfers to the County's chief financial officer and their designee.

NOW THEREFORE, BE IT RESOLVED, that the Murray County Board delegates the authority to make electronic funds transfers to Heidi E. Winter, Murray County Auditor-Treasurer and her designees.

NOW THEREFORE, BE IT FURTHER RESOLVED, that the Auditor-Treasurer will:

- Provide a copy of this resolution to the disbursing bank;

- Provide a list of all transactions made by electronic fund transfer to the county board at its next regularly scheduled meeting.

The foregoing resolution was duly seconded by Commissioner Kluis and thereupon being put to a vote all members voted for its adoption.

APPROVAL OF 2021 TOBACCO LICENSE

It was moved by Gunnink, seconded by Kluis and passed to approve the 2021 tobacco license renewals in accordance to Murray County Tobacco Ordinance No. 98-10-6-1 for the following establishments:

- M004 - Carlson’s Corner - DeAnn and Jeff Carlson
- M005 - Ruppert Oil - Michael D. Ruppert
- M003 - Pete’s Corner - Joyce Bloemendaal
- M006 - Chandler Coop (dba Cenex Convenience Store - Lake Wilson) – Jeff Einck
- M009 - Avoca Municipal Liquor Store – City of Avoca
- M014 – Roger Hamann – Trails Edge General Store
- M015 – DG Retail, LLC (dba Dollar General Store #20579)

Further moving that approval is contingent upon receipt of all required paperwork in the Auditor-Treasurer’s Office.

RESOLUTION SETTING 2021 POCKET GOPHER BOUNTY

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

Resolution 2020-12-22-03

A RESOLUTION SETTING THE 2021 POCKET GOPHER BOUNTY

NOW THEREFORE BE IT RESOLVED, that the Murray County Board of Commissioners set the 2021 Pocket Gopher Bounty at \$2.00.

The foregoing resolution was duly seconded by Commissioner Gunnink and thereupon being put to a vote all members voted for its adoption.

RESOLUTION SETTING 2021 BEAVER CONTROL FEE

Commissioner Kluis presented the following resolution and moved for its adoption:

RESOLUTION 2020-12-22-04

**A RESOLUTION SETTING THE MURRAY COUNTY
BEAVER CONTROL FEE FOR 2021**

WHEREAS, certain types of public property including county roads, ditches, and parks can be adversely affected by nuisance beaver, and

WHEREAS, Murray County occasionally needs to purchase services to have nuisance beaver removed and to provide the necessary financial incentives that service providers require, and

NOW THEREFORE BE IT RESOLVED, that the Murray County Beaver Control Fee for 2021 is set at \$75.00 per nuisance beaver that are adversely affecting any county road, ditch or park.

The foregoing resolution was duly seconded by Commissioner Gunnink and thereupon being put to a vote all members voted for its adoption.

SET 2021 911-SIGN ASSESSMENT

Commissioner Jens presented the following resolution and moved for its adoption:

RESOLUTION NO. 2020-12-22-05

A RESOLUTION SETTING THE E911 ASSESSMENT FOR 2021

WHEREAS, M.S. §429.021, subd. 1(18) authorizes counties to levy special assessments to purchase, install and maintain signs, posts and other markers for addressing related to the operation of enhanced 911 telephone service.

NOW THEREFORE BE IT RESOLVED, that the E911 Rural Sign Assessment be set at \$3.00 and extended for assessments payable in 2021 for all non-exempt parcels in Murray County. BE IT FURTHER RESOLVED, That unspent funds from these assessments be committed as fund balance.

The foregoing resolution was duly seconded by Commissioner Gunnink and thereupon being put to a vote all members voted for its adoption.

SET 2021 SOLID WASTE ASSESSMENT

Commissioner Gunnink presented the following resolution and moved for its adoption:

RESOLUTION 2020-12-22-06

A RESOLUTION SETTING THE SOLID WASTE ASSESSMENT FOR 2021

WHEREAS, Resolution No. 2019-12-17-07 reestablished the Solid Waste Assessment for a maximum of \$50 per improved parcel (parcel with a structure), and

WHEREAS, said Resolution states that the assessment amount may be adjusted to collect a percentage of the maximum amount based on circumstances existing in the levy year.

NOW THEREFORE BE IT RESOLVED, That the Solid Waste Assessment for 2021 be set at \$24 for all improved parcels (parcels with a structure), 48% of the \$50 maximum established in Resolution No. 2019-12-17.

The foregoing resolution was duly seconded by Commissioner Jens and thereupon being put to a vote all members voted for its adoption.

SET 2021 FINAL BUDGET FOR DRAINAGE SYSTEMS

Commissioner Jens presented the following resolution and moved for its adoption:

RESOLUTION 2020-12-22-07

A RESOLUTION SETTING THE 2021 DRAINAGE SYSTEM BUDGET

NOW THEREFORE BE IT RESOLVED, that the Murray County Board of Commissioners set the Final 2021 Drainage System Budget as follows and based on a Budget Document kept on file in the Murray County Auditor-Treasurer's Office.

Revenues	
Special Assessments	483,673
Intergovernmental	21,898
Total Revenues	505,571
Expenditures	
Conservation of Natural Resources	156,897
General Obligation Debt Services	252,524
Total Expenditures	409,421
Excess of Revenues Over (Under)	
Expenditures	96,150
Other Sources (Uses)	
Transfers In	20,000
Total Other Sources (Uses)	20,000
Planned Changes to Fund Balance	116,150

The foregoing resolution was duly seconded by Commissioner Thiner and thereupon being put to a vote all members voted for its adoption.

DITCH INSPECTION REPORT

A motion was made by Kluis, seconded by Gunnink and carried 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 2020-067 (CD19, Dovray Twp. Sec.14, District 1–Jens)

CONSIDERATION OF THE 2021 SALARY: COUNTY AUDITOR/TREASURER HEIDI WINTER

Auditor/Treasurer, Heidi Winter gave a year-end review for the County Auditor Treasurer Office.

CONSIDERATION OF THE 2021 SALARY: COUNTY RECORDER KAREN BROWN

County Recorder, Karen Brown gave a year-end review for the County Recorder Office.

CONSIDERATION OF THE 2021 SALARY: COUNTY ATTORNEY TRAVIS SMITH

County Attorney, Travis Smith gave a year-end review for the County Attorney Office.

CONSIDERATION OF THE 2021 SALARY: SHERIFF STEVEN TELKAMP

Sheriff, Steven Telkamp was not present.

2021 SQUAD CARS

It was moved by Gunnink seconded by Kluis and passed to approve the purchase of 3, 2021 Chevrolet Silverado Pick-Ups from Ranger Chevrolet for the state bid price of \$32,092.10.

2021 RETAINER AGREEMENT FOR LEGAL SERVICES

It was moved by Gunnink, seconded by Jens, and passed to approve and authorize County Administrator Thomas Burke to sign the 2021 Retainer Agreement for Legal Services with Scott Anderson of Rupp, Anderson, Squires & Waldspurger, P.A.

FIRSTNET PROJECT

It was moved by Thiner, seconded by Gunnink and passed to move forward with the changeover to FirstNet for County and Sheriff cell phone systems, and to install in-building cell phone booster system.

KNOWB4 TRAINING

It was moved by Thiner, seconded by Gunnink and passed to authorize the initial payment of \$1976.73 for KnowB4 training.

MEDICAL EXAMINER CONTRACT

It was moved by Gunnink, seconded by Kluis and passed to approve the Medical Examiner Contract Agreement between the County of Murray, and River Valley Forensic Services with changes.

NGGIS GRANT PROGRAM AWARD ACCEPTANCE

It was moved by Kluis, seconded by Thiner and passed to accept the NGGIS Grant in the amount of \$14,909.72.

AFSCME HIGHWAY UNION CONTRACT

It was moved by Gunnink, seconded by Thiner and passed to approve with the recommendation of Thomas Burke, the AFSCME Highway Union Contract 2021 – 2023, and authorize the Board Chair to sign.

DEPUTY REGISTRAR AGENT

It was moved by Gunnink, seconded by Jens and passed to approve Dawn Butler as the Deputy Registrar Agent/Driver's License Agent effective as of December 14, 2020.

2021 EMPLOYMENT STAFFING LEVELS

It was moved by Kluis, seconded by Thiner and passed to approve using the following staffing levels to determine the 2021 salary budgets.

2021 NON-UNION SALARY INCREASE

It was moved by Gunnink, seconded by Jens and passed to approve a 2.5% COLA and step increase for non-union county employees who have been in their current position for one year and have a satisfactory performance evaluation and a 2.5% COLA for employees who have been in their current position for less than one year, effective January 1, 2021.

RESOLUTION SETTING THE BOARD MEETING DATES

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

RESOLUTION 2020-12-22-09
2021 MEETING DATES

WHEREAS, the Murray County Board of Commissioners hold regular meetings;

NOW THEREFORE BE IT RESOLVED, that the following dates in 2021 are set for regular meetings of the Murray County Board of Commissioners beginning at 8:30 a.m.:

January	5 th	19 th	26 th
February	2 nd	16 th	23 rd
March	2 nd	16 th	23 rd
April	6 th	20 th	27 th
May	4 th	18 th	25 th
June	1 st	15 th	22 nd
July	6 th	20 th	27 th
August	3 rd	17 th	24 th
September	7 th	21 st	28 th
October	5 th	19 th	26 th
November	2 nd	16 th	23 rd
December	7 th	21 st	28 th

The foregoing resolution was duly seconded by Commissioner Kluis and thereupon being put to a vote all members voted for its adoption.

2021 MEAL REIMBURSEMENT RATE

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

RESOLUTION 2020-12-22-10

A RESOLUTION STATING THE 2021 MEAL REIMBURSEMENT POLICY

NOW THEREFORE BE IT RESOLVED, that the Murray County Board of Commissioners set the 2021 meal reimbursement amount at \$50.00.

BE IT FURTHER RESOLVED, that all claims for meal reimbursement be accompanied by a valid and original receipt that list the name of the establishment, the total amount of the meal and "tip" and at least the initials of an employee or the owner of the establishment.

The foregoing resolution was duly seconded by Commissioner Kluis and thereupon being put to a vote all members voted for its adoption.

2021 IRS MILEAGE RATE

It was moved by Gunnink, seconded by Thiner and passed to approve the County mileage reimbursement rate to follow the Internal Revenue Service rate, pursuant to Murray County Resolution 2001-12-31-05.

SET 2021 FEE SCHEDULE PUBLIC HEARING

It was moved by Gunnink, seconded by Kluis, and passed to schedule a public hearing for the 2021 Fee Schedule on January 5, 2021 at 9:30 a.m. Pursuant to M.S. §373.41.

RESOLUTION SETTING 2021 AUDITOR/TREASURER SALARY

Commissioner Thiner, presented the following resolution and moved for its adoption:

RESOLUTION NO. 2020-12-22-11
2021 COUNTY AUDITOR/TREASURER SALARY

NOW THEREFORE BE IT RESOLVED, that the 2021 annual salary for the County Auditor/Treasurer pursuant to M.S. § 384.151/385.373 is \$85,000.00.

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

RESOLUTION SETTING 2021 COUNTY RECORDER SALARY

Commissioner Thiner, presented the following resolution and moved for its adoption:

RESOLUTION NO. 2020-12-22-12
2021 COUNTY RECORDER SALARY

NOW THEREFORE BE IT RESOLVED, that the 2021 annual salary for the County Recorder pursuant to M.S. § 386.015 is \$65,000.

The foregoing resolution was duly seconded by Commissioner Kluis, and passed with a roll call vote as follows:

- Lori Gunnink: No
- James Jens: Yes
- James Kluis: Yes
- David Thiner: Yes
- Dennis Welgraven: Yes

RESOLUTION SETTING 2021 COUNTY SHERIFF SALARY

Commissioner Thiner, presented the following resolution and moved for its adoption:

RESOLUTION NO. 2020-12-22-13
2021 COUNTY SHERIFF SALARY

NOW THEREFORE BE IT RESOLVED, that the 2021 annual salary for the County Sheriff pursuant to M.S. § 387.20 is \$88,680.00.

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

RESOLUTION SETTING 2021 COUNTY ATTORNEY SALARY

Commissioner Gunnink, presented the following resolution and moved for its adoption:

**RESOLUTION NO. 2020-12-22-14
2021 County Attorney Salary**

NOW THEREFORE BE IT RESOLVED, that the 2021 annual salary for the County Attorney pursuant to M.S. § 388.18 is \$85,000.00.

The foregoing resolution was duly seconded by Commissioner Kluis, and passed with a roll call vote as follows:

- Lori Gunnink: Yes
- James Jens: Yes
- James Kluis: No
- David Thiner: No
- Dennis Welgraven: Yes

2021 COMMISSIONER SALARY AND SCHEDULE OF PER DIEMS

Commissioner Thiner, presented the following resolution and moved for its adoption:

**RESOLUTION NO. 2020-12-22-15
A RESOLUTION SETTING COUNTY COMMISSIONER SALARY AND
ADOPTING SCHEDULE OF PER DIEM FOR 2021**

NOW THEREFORE BE IT RESOLVED, that the 2021 annual salary for the County Commissioner pursuant to M.S. § 388.18 is \$ 21,000.00.

BE IT FURTHER RESOLVED that the following Schedule of Per Diem of \$100.00 is hereby established for 2021 for the following boards, committees or commissions of county government, including but not limited to Committees of the Board as follows:

NAME OF BOARD/COMMITTEE
911
Advocating, Connecting, Educating ACE
Agricultural Society
Airport Commission
Appeals Board for Weeds
Aquatic Invasive Species Committee
Association of MN Counties (AMC)
Audit Committee
Building/Facilities Committee
Buffalo Ridge Task Force
Canvas Board
Casey Jones Trail/Regional Trails/RDC Trails Committee
Coroner
County and State Aid Highways
District 8 Land Use

Early Childhood Initiative (ECI)
Economic Development Authority (EDA)
Extension
Fair Board
Fairground Advisory
Heron Lake Restoration
Heron Lake Watershed District (HLWD)
Insurance Committee
Investment Committee
Labor Negotiation Committee
Law Library Committee
Local Water Management Plan
MN Counties Intergovernmental Trust (MCIT)
Murray County Medical Center
MN River Basin (Area II)
MN Rural Counties
Missouri Watershed District
Mutual Aid Committee
Museums
National Association of Counties (NACO)
Noise Committee
Parks and Recreation Advisory Commission
Personnel
Planning Commission
Plum Creek Library
Rural Minnesota Energy Board
Shetek Area Water and Sewer Commission SAWS
Southern Prairie Community Care
SW MN Opportunity Council (SMOC)
SW MN Private Industry Council (PIC)/Chief Elected Officials Board (CEOB)
SW Minnesota Regional Public Safety Board
Southwest Public Sector Collaborative - Insurance
SW Regional Development Commission (SRDC)
SW Solid Waste Commission
State Revolving Fund (Ag BMP)
Southwest Health and Human Services – Joint Governing Board
Southwest Health and Human Services – Human Services Board
Southwest Health and Human Services – Public Health Board
Supporting Hands Nurse Family Partnership
Sunrise Terrace Advisory
Transit Committee
Western Mental Health Center

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

COVID19 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.

CARES ACT

It was moved by Thiner, second by Kluis and passed to approve the CARES Act Committee remaining the same.

10:55 a.m. It was moved by Thiner, seconded by Jens and passed to go into closed session for County Administrator Thomas Burke's performance evaluation pursuant to Minnesota Statute 13D.05, subd. 3.

11:52 a.m. It was moved by Jens, seconded by Gunnink and passed to come out of closed session.

The Board Chair Summarized County Administrator Burke's performance evaluation as "Meets or Exceeds Expectations."

The meeting adjourned at 11:53 a.m.

ATTEST:

Samantha McClellan, General Assistant

Dennis Welgraven, Chairman of the Board