

REGULAR BOARD MEETING OF MARCH 17, 2020

The Board of County Commissioners of Chippewa County, Minnesota, met in regular session on Tuesday, March 17, 2020 at 1:30 p.m. in the Courthouse in Montevideo, Minnesota. Commissioners present were David Lieser, Jim Dahlvang, David Nordaune, Matt Gilbertson, and Jeffrey Lopez.

Commissioner Gilbertson requested any additions or deletions to the agenda. Auditor/Treasurer/Coordinator (ATC) Michelle May requested to swap the agenda times for the County Continued Operation Discussion to 1:30 p.m. and the Building Projects discussion to 3:30 p.m. and to remove setting the tax-forfeited auction date from the Items for Consideration. Commissioner Lieser moved, second by Commissioner Nordaune to approve the agenda as amended. The motion passed by a unanimous vote.

The Board and County Supervisors discussed the County's ongoing operation plan in relation to the COVID-19 pandemic.

At 2:00 p.m. a County Ditch meeting was conducted to consider the change of a subwatershed within the County Ditch #16 watershed. The Board heard comments from the public regarding questions or concerns about the change, as well as concerns about the status of the ditch system. Motion by Commissioner Nordaune, second by Commissioner Lopez to change the subwatershed by 75 acres currently draining north to drain south into the main ditch. Motion passed by unanimous vote.

Motion by Commissioner Nordaune, second by Commissioner Lieser to enter into closed session to conduct an annual performance review of Veterans Service Officer Tim Kolhei. Motion passed by unanimous vote.

Motion by Commissioner Lopez, second by Commissioner Nordaune to open the Board meeting. Motion passed by unanimous vote.

Motion by Commissioner Lieser, second by Commissioner Dahlvang to approve the satisfactory performance review of Veterans Service Officer Tim Kolhei and approve the step increase to Grade 9, Step 10 effective March 1, 2020. Motion passed by unanimous vote.

Motion by Commissioner Dahlvang, second by Commissioner Lieser to enter a closed session pursuant to MN Statute 13D.05 subd. 3 (c) (3) for discussion of the purchase of real and personal property identified as parcel 07-028-3100. Motion passed by unanimous vote.

Motion by Commissioner Lopez, second by Commissioner Lieser to reopen the meeting. Motion passed by unanimous vote.

Maintenance Supervisor Joey Buseman met before the Board to discuss building improvement needs for Chippewa County and review quotes received for several projects. Motion by Commissioner Dahlvang, second by Commissioner Nordaune to approve the low quote for the following projects. Motion passed by unanimous vote.

<u>Project</u>	<u>Vendor</u>	<u>Quote</u>
Replace breaker box at CCSC	Pederson Electrical	\$27,053.00
	Molde's Electric	\$51,320.00
Replace concrete in Sheriff Garage	Heiling Construction	\$1,950.00
	Schmidt Masonry	\$3,000.00
	Peters Construction	\$4,460.00
Replace waste tank in Sheriff Garage	Olson Plumbing	\$3,275.00

Roskens Plumbing \$3,500.00

Commissioner Nordaune moved, second by Commissioner Dahlvang to approve the following items on the consent agenda. The motion passed by a unanimous vote.

Approve the amended minutes of the February 18, 2020 regular meeting

Approve minutes of the March 3, 2020 regular meeting

Set the date for next regular meeting of April 7, 2020 at 9:00 AM

Approve the purchase of Sheriff Radios for \$17,711.50 from Motorola

Approve the resolution setting a public hearing for March 31, 2020 to consider tax abatement

Authorize the advertising of the 4-H Summer Support Staff

Pursuant to Minnesota Statutes 375.12 vendors receiving payments in excess of \$2,000 are listed individually below:

ArcaSearch Corporation	15,926.00
BNSF Railway Company	8,155.88
Brookside Senior Living	4,036.32
Cenex	7,336.32
Clara City Herald	2,535.65
Clare Paint & Wallpaper	3,803.52
Contech Engineered Solutions LLC	7,324.74
Election Systems & Software Inc	3,758.08
Emmons & Olivier Resources Inc	7,374.30
Farmers Coop Oil Company	4,126.54
GovConnection Inc	12,343.88
Houston Engineering Inc	28,167.25
Kandiyohi Co Auditor-Treasurer	14,565.05
KnowBe4	3,681.14
Kris Engineering Inc	2,130.15
L & O Acres Transport Inc	7,743.25
Litzau Farm Drainage Inc	11,961.60
Marco Technologies	2,134.31
MEND Correctional Care	2,697.06
MN Office of IT Svc.	2,600.00
Mn State Auditor	4,997.75
Montevideo Publishing Co Inc	2,050.10
MSOP	9,137.25
Nelson Oyen Torvik PLLP	28,600.85
Pioneerland Library System	50,939.25
Renville County Treasurer	15,696.33
SeaChange Print Innovations	4,390.72
SGTS Inc	4,618.00
Tostenson Inc.	16,620.45
West Central Communication Inc.	3,735.97
Western Area City County Cooperative	2,838.14
Widseth Smith Nolting & Assoc.	6,157.50
Vendor payments under \$2,000	40,139.45
<hr/> Total:	<hr/> \$342,322.80

ATC May updated the Board on the County's payroll lag implementation plan and requested that employees have the option to pay out vacation accruals to cover employee

deductions during the implementation period. Motion by Commissioner Nordaune, second by Commissioner Lieser to allow employees the option to pay out vacation time during the County's payroll lag implementation period to cover employee insurance deductions. Motion passed by unanimous vote.

ATC May presented a recommendation from the Extension Committee to increase the Youth Development Extension Educator position from 80% full-time to 100% full-time position. Motion by Commissioner Dahlvang, second by Commissioner Nordaune to approve the recommendation from the Extension Committee to increase the position to 100% full-time. Motion passed by unanimous vote.

The Board discussed the County's continuing operations considering the COVID-19 pandemic. Motion by Commissioner Lopez, second by Commissioner Dahlvang to restrict public access into County buildings by one point of entry and limit public to main circulation areas, allow employees to work from home if appropriate, cancel work-related travel, restrict services to phone, email, and online if possible, and approve the Emergency Sick Leave Policy for County employees. Motion passed by unanimous vote.

There being no further business to come before the Board, the meeting was adjourned.

/s/ Michelle May
Aud/Treas & Clerk of the Board

/s/ Matt Gilbertson
Chairman of the Board

(Auditor's Seal)