HOUSTON COUNTY PROCEEDINGS OF THE BOARD OF COUNTY COMMISSIONERS

Date: Tuesday, February 12, 2019 9:30 a.m.

Place: Commissioners Room, Courthouse, Caledonia, MN

Members Present: Eric Johnson, Teresa Walter, Fred Arnold

Jack Present-via Audio

Others Present: Administrator Babinski; Reporter Moorhead; Finance Director Lapham; Auditor-Treasurer Trehus, Human Services Director Pugleasa, Engineer Pogodzinski, Assistant Highway Engineer Conway and Bob Burns.

Call to order.

Commissioner Arnold moved, seconded by Commissioner Johnson, and unanimously carried to approve the agenda.agenda.

Commissioner Arnold moved, seconded by Commissioner Johnson, and unanimously carried to approve the minutes of the January 22, 2019 board meeting January 29, 2019 and February 5, 2019 Workgroup Sessions.

Commissioner Arnold moved, seconded by Commissioner Johnson, and unanimously carried, to approve payment of the license center and Human Services disbursements and the following claims

County Revenue Fund	$ 93,995.49
Road & Bridge Fund	$16,776.90

Total	$110,772.39
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Public Comment: None

Commissioner Johnson made a motion, seconded by Commissioner Arnold and unanimously carried to adopt Resolution 19-04, Authorization to Execute Minnesota DOT Grant Agreement for Airport Improvement Excluding Land Acquisition and approve the state grant for the airport master plan study with the airport layout plan. The Federal part of this grant was previously approved August 21, 2018. This state grant will allow them to make payments and access the state funds.

RESOLUTION NO. 19-04

AUTHORIZATION TO EXECUTE MINNESOTA DEPARTMENT OF TRANSPORTATION GRANT AGREEMENT FOR AIRPORT IMPROVEMENT EXCLUDING LAND ACQUISITION

It is resolved by Houston County as follows:

1. That the state of Minnesota Agreement No. 1032122, "Grant Agreement for Airport Improvement Excluding Land Acquisition," for State Project No. A2801-31 at the Houston County Airport is accepted.

2. That the County Board Chairperson and the County Administrator are authorized to execute this Agreement and any amendments on behalf of Houston County.

Commissioner Johnson made a motion, seconded by Commissioner Arnold and unanimously carried to adopt Resolution 19-05, Authorization to Accept Grant Agreement to State Transportation Fund (Local Bridge Replacement Program) for Project SAP 028-604-036.

RESOLUTION NO. 19-05

For Grant Agreement to State Transportation Fund (Local Bridge Replacement Program) Grant Terms and Conditions SAP 028-604-036

WHEREAS, Houston County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No.28J59; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be $ 130,040.00 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Houston County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the

Commissioner of Transportation concerning the above-referenced grant.

Commissioner Johnson moved, seconded by Commissioner Arnold, and unanimously carried to approve the 2019 Contract with Hiawatha Valley Mental Health Center for mental health services.

Commissioner Johnson moved, seconded by Commissioner Arnold, and unanimously carried to approve 2019 Contract with ABC Woodland for community and center based supported employment and associated transportation for adults with disabilities.

Commissioner Johnson moved, seconded by Commissioner Arnold, and unanimously carried to approve 2019 Agreement for Regional Contract Management.

Commissioner Johnson moved, seconded by Commissioner Arnold, and unanimously carried to approve 2019-2020 CREST Initiative Cooperative Agreement for regional participation.

Commissioner Johnson moved, seconded by Commissioner Arnold, and unanimously carried to approve 2019-2020 Adult and Children's Mobile Crisis Grant Cooperative Agreement participation.

Commissioner Johnson moved, seconded by Commissioner Arnold, and unanimously carried to approve Foster Care School Transportation agreements with County School Districts (Caledonia, Houston, La Crescent-Hokah, and Spring Grove.)

Commissioner Johnson moved, seconded by Commissioner Arnold, and unanimously carried to affirm the following personnel actions:

1) Accept the retirement of Doreen Denstad, Accounting Clerk, B-23, effective May 2, 2019, with appreciation for her dedicated 39 years of service to the residents of Houston County.

2) Approve a competitive search for an Accounting Clerk, B-23.

3) Approve the reassignment of Audrey Staggemeyer, from Dietician C-41, to probationary status, Health Educator, C-42, Step 7 at a salary based on an hourly equivalent of $29.49, effective February 19, 2019.

4) Accept the resignation of Lynnsey Standahl, Disability Services Social Worker, effective the end of the workday on February 26, 2019.

5) Approve a competitive search for a Social Worker, C-41.

6) Phone stipend from $30 – $50 for Steve Garrett.

On the recommendation of Engineer Pogodzinski, Commissioner Johnson moved, seconded by Commissioner Arnold, and unanimously carried to accept the bid of Mathy Construction in the amount of $5,031,240.23 for S.A.P. 28-596-001 / SAP 028-030-005.

Commissioner Arnold moved, seconded by Commissioner Johnson, and unanimously carried to approve the following applications as approved by the planning commission:

1) Interim Use Permit application for Tricia Babinski, to operate a start-up Coffee Roasting business in an Agricultural Protected District in Brownsville Township.

2) Variance - Jacob and Erin Lampert – Caledonia Township. Variance of 24 feet to meet the required 65-foot setback from a township road to build an addition on an existing house.

3) Variance - Peter and Pamela Orr - Yucatan Township. Variance of 45 feet to meet the required 50-foot setback from the north property line for an existing shed.

EDA Director Allison Wager presented the following requests approved unanimously by the EDA Committee:

EDA Revolving Loan Fund request from Red's Hometown Market, LLC in Spring Grove. Pat Longmire, owner of Red's Hometown Market, LLC in Spring Grove requested from the EDA $65,000 in financing for updating and expanding his deli with new coolers, creating a Fat Pat's Prep area, and adding a coffee shop to the current store. The total project costs are around $435,000 with the owner injecting $105,000 in equity. Pat will also be requesting $65,000 from the City of Spring Grove. The project will add at least one full-time job and 2 to 3 part time jobs in the first year, with the prospect of growing and hiring additional staff in the future.

Commissioner Arnold moved, seconded by Commissioner Johnson, and unanimously carried to approve.

EDA Revolving Loan Fund request from Klug Insurance Agency, LLC in Caledonia. The request was for $20,000 in financing for expanding his insurance business. He plans to buy the building at 123 East Main Street in Caledonia located next to his current building, which is larger and has been a vacant commercial space in Caledonia for several years. He plans to sell or rent out his current building. The funds will be used for the purchase and renovations of the new building. The total project costs are around $145,000 with the owner injecting $50,000 in equity. The City of Caledonia has approved a $20,000 loan to the business and the owner has secured a line of credit from his bank. The project will add at least one full-time job in the first year, with the prospect of growing and hiring additional staff in the future.

Commissioner Arnold moved, seconded by Commissioner Johnson, and unanimously carried to approve.

Commissioner Johnson moved, seconded by Commissioner Arnold, and unanimously carried to approve the Highway Department to purchase a used 2017 loader with low miles at a cost of $68,900 delivered with warranty until October 2019. The loader is in coming from a reputable company in Pennsylvania with 160 hours of service.

Commissioner Arnold reported on his meetings with the EDA. The meeting was held at Ivy Grove Café in Spring Grove together with EDA Director Allison Wagner and local pastors. Commissioner Arnold informed the board that another meeting is scheduled in Mabel for February 22 at 8:30 a.m. The public is invited to discuss what options may be available for local farmers having difficulties during the farm crisis. Commissioner Arnold encouraged everyone to attend.

Commissioner Johnson reported that his Semcac meeting was cancelled for the second time due to the weather and has been rescheduled in March. Commissioner Johnson reported on his conference call with Bluff County.

Commissioner Walter reported on the program offered in La Crescent called "Mobile Wheels". This program is similar to Semcac and proven to be very successful.

Commissioner Walter also had a cancellation of an extension meeting due to the weather and rescheduled to February 21st. The Family Collaborative board approved transportation for foster children to allow the children to stay in the same school district. Commissioner Walter is also involved in Workforce Development and they are currently in search of a new Director with meetings scheduled for February 22nd and March 7th to provide for interviews.

Commissioner Miller reported on meetings with Hiawatha Valley Mental Health and the hiring of a new director. Commissioner Miller has had some discussion with Administrator Babinski about housing the Hiawatha Valley Mental Health to a new location in Caledonia.

Commissioner Miller also had a contingency meeting in Rochester on regional radio. SE MN is a national leader in developing radio programs and he was glad to see the Houston County Sheriff and others from that department in attendance at the meeting.

On motion from Commissioner Arnold, seconded by Commissioner Johnson and unanimously carried, the board went into a Public Hearing for the American with Disabilities Act (ADA) Transition Plan for Public Rights of Way at 10:00 a.m.

Engineer Pogodzinski and Assistant Engineer Conway provided the board and public with an informational power point presentation of the draft outlining the American with Disabilities Act (ADA) Transition Plan for Public Rights of Way. The Federal Government will stop funding projects if we do not have a plan in place, stated Engineer Pogodzinski. The coordinator will be Personnel Director Arrick-Kruger for any type of architectural or parking lot projects of the Historic Courthouse Building. The main Coordinator for all other projects will be Engineer Pogodzinski. Assistant Engineer, Conway has been active in keeping up with all compliance issues. The plan evaluates existing sidewalks, pedestrian facilities, and curb ramps located within Houston County Right of Way specifically by the schools. Once the county board approves the plan, bids will be presented to the board. Projects will then be determined. A total of approximately $775,000 will be needed to complete the project. The board will appoint a few commissioners to serve on the planning committee upon board approval. The public comment period will be held from January 11, 2019 to February 19, 2019. A copy of the draft document is available for review at the Houston County Highway Department office and the County website at: http://co.houston.mn.us/Highway.aspx.

There were no public comments.

On motion from Commissioner Arnold, seconded by Commissioner Johnson and unanimously carried, the board closed the public hearing and returned to the regular board meeting.

Commissioner Miller also reported satisfaction from La Crescent residents who were able to meet with the Houston County Assessor's office to resolve their questions regarding property values.

Administrator Babinski reported that he and Auditor-Treasurer Trehus met with Jim Accurso, with the 2020 U.S. Census Bureau. The County's role is to provide public awareness on getting the message out and engaging citizens within the county to realize the importance of completing the Census report. This census drives the State and Federal funding for the entire county. It will be crucial to obtain accurate numbers for the 2020 Census report.

Commissioner Miller reminded citizens who live in Caledonia City or Township to get out and vote for District 3 Commissioner today. The Canvassing board will take place on Friday, February 15th. The new commissioner swearing in ceremony is on Monday, February 25th at 8:30 a.m.

Commissioner Johnson recognized Doreen Denstad for her years of service with the County.

Public Comment:

None

There being no further business and the time being 10:43 a.m., Commissioner Arnold moved, seconded by Commissioner Johnson, and unanimously carried to adjourn the meeting, the next advertised meeting being Tuesday, February 26, 2019.

BOARD OF COUNTY COMMISSIONERS
HOUSTON COUNTY, MINNESOTA
By: Teresa Walter Chairperson
Attest: Jeffrey Babinski
County Administrator

Published in
The Caledonia Argus
March 6, 2019
912021