

**ADJOURNED MEETING OF THE COUNTY BOARD
May 18, 2021**

The Board of Commissioners of Freeborn County met in the Freeborn County Boardroom at 8:30 a.m. on Tuesday, May 18, 2021. Members present: Commissioners Belshan, Edwin, Forman and Herman in person, with Commissioner Shoff via Zoom.

Commissioner Herman offered the following motion;

MOVED, approving the agenda with the exception of additions under Report of Personnel and Report of County Administrator.

Motion seconded by Commissioner Edwin.
After discussion, a vote was taken and the Chair declared the motion approved.

Commissioner Edwin offered the following resolution;

**RESOLUTION No. 21-133
Approval of the Freeborn County Board of Commissioners Consent Agenda as provided
in the Freeborn County Board Rule of Procedure 9(A)**

WHEREAS, the Freeborn County Board is the governing body of Freeborn County, and;

WHEREAS, the Freeborn County Board has implemented a Consent agenda to perform the duties of the board in a more effective and efficient manner, and

WHEREAS, the following items have been placed for approval of the Freeborn County Board of Commissioners on the current Board meeting Consent Agenda as provided by the Board rules of procedure, being routine and of a regular action;

NOW, THEREFORE BE IT RESOLVED, to place the following are hereby approved for appropriate action:

- 1) Approval of the May 4, 2021 minutes;
- 2) Approval of Drainage Repairs:CD15; CD63; and CDJ22

Resolution seconded by Commissioner Forman.
After discussion a vote was taken and the Chair declared the resolution adopted.

The Commissioners provided Board Committee updates.

The Chairman awarded the Scholarship winners their certificates. Hannah Conn, Cassandra Martinez, Allison Dulitz, Lucy Sherman were award winners from Albert Leah High School. Anika Hansen and Elizabeth Wasmoen were the winners from Alden-Conger High School. Zsofi Eastvold and Reece Nelson were awarded the winners from Glenville-Emmons High School. Luke Larkoski and Sydney Bangert were awarded the At Large.

Chairman Shoff asked if there was any public comment and there was none.

Commissioner Forman offered the following resolution;

**RESOLUTION No. 21-134
Allowing Deputies to Travel Outside the 200 Mile Radius to Assist with Mutual Aid
for Enbridge Line 3 Rout Security Detail**

RESOLVED allowing the Freeborn County Sheriff to send deputies outside of the county's 200 mile travel distance in support of the Enbridge Line 3 security detail. The resolution would take effect once the 18 Minnesota sheriffs of the Northern Lights Task Force requests mutual aid from Minnesota Law Enforcement agencies, and the resolution will end when the task force ends the mutual aid request.

WHEREAS, Enbridge Line 3 pipeline construction route will pass through 18 Minnesota counties, consisting of 337 miles of pipeline.

WHEREAS, The 18 Minnesota county sheriffs who comprise the Northern Lights Task Force, may request mutual aid sometime in the future from many Minnesota law enforcement agencies.

WHEREAS, the Freeborn County Sheriff's Office has trained approximately 75% of the patrol and transport deputies to date in Mobile Field Force response and they are in the process of equipping all trained deputies with personal protective equipment.

BE IT THEREFORE RESOLVED, that Freeborn County, by and through its Board of Commissioners, approves a resolution to allow the Freeborn County Sheriff to deploy Freeborn County deputies to the Enbridge Line 3 construction sites from the time the mutual aid request is received until the time the aid is rescinded.

Resolution seconded by Commissioner Edwin.

After discussion a vote was taken and the Chair declared the resolution adopted.

Commissioner Edwin offered the following resolution;

RESOLUTION No. 21-135

**Placing Danielle Anderson, Office Support Specialist, Sr.
in Probation and Pre-Trial, on Regular Full Time Employment Status with Freeborn County**

WHEREAS, the Freeborn County employees have the responsibility for providing quality service with integrity and accountability to the citizens of Freeborn County;

WHEREAS, the Freeborn County Board is the appointing authority for all county employees, and;

WHEREAS, Danielle Anderson has successfully completed her required probationary employment period with Freeborn County and does provide the necessary services to her department and the public,

NOW, THEREFORE BE IT RESOLVED, to place Danielle Anderson, Office Support Specialist, Sr. in Probation and Pre-Trial, on regular full-time status

Resolution seconded by Commissioner Belshan.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Forman offered the following resolution:

RESOLUTION No. 21-136

Permission to Fill the Freeborn County Highway Maintenance Laborer Position

WHEREAS, the Freeborn County employees have the responsibility for providing quality service with integrity and accountability to the citizens of Freeborn County;

WHEREAS, the Freeborn County Board is the appointing authority for all county employees, and;

WHEREAS, Matthew Munson, Freeborn County Highway Maintenance Laborer has been promoted to Maintenance Worker effective May 17th, 2021;

NOW, THEREFORE BE IT RESOLVED, that the board approves the filling of the vacant Freeborn County Highway Maintenance Laborer position.

Resolution was seconded by Commissioner Herman.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Edwin offered the following resolution:

RESOLUTION No. 21-137

**Accepting the Resignation of Priscilla Chavez, Family Based Service Provider, With
Freeborn County Department of Human Services**

Whereas, the Freeborn County employees have the responsibility for providing quality service with integrity and accountability to the citizens of Freeborn County;

Whereas, the Freeborn County Board is the appointing authority for all county employees, and;

Whereas, Priscilla Chavez has been employed as a Family Based Service Provider with Freeborn County Department of Human Services and is resigning her position effective May 17, 2021,

Now, Therefore Be It Resolved, that the board approves accepting the resignation of Priscilla Chavez, Department of Human Services Family Based Service Provider.

Resolution was seconded by Commissioner Herman.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Belshan offered the following resolution:

RESOLUTION No. 21-138
Permission to Fill the Family Based Service Provider Position
with the Freeborn County Department of Human Services

Whereas, the Freeborn County employees have the responsibility for providing quality service with integrity and accountability to the citizens of Freeborn County;

Whereas, the Freeborn County Board is the appointing authority for all county employees, and;

Whereas, Priscilla Chavez, Family Based Service Provider with the Freeborn County Department of Human Services has resigned her position effective May 17, 2021;

Now, Therefore Be It Resolved, that the board approves the filling of the vacant Family Based Service Provider position in the Freeborn County Department of Human Services.

Resolution was seconded by Commissioner Forman.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Herman offered the following resolution:

RESOLUTION No. 21-139
Authorizing the Human Services Director to enter into a
Regional Administrative Agency Cooperative Agreement for
Fraud Prevention Investigation Program

WHEREAS, the State of Minnesota Department of Human Services, pursuant to Minnesota Statutes, sections 256.01, 256.983 and 119B.02, subd. 5 is empowered to enter into contracts with counties for maintaining, establishing and funding cost-effective Fraud Prevention Investigation (FPI programs); and

WHEREAS, the State of Minnesota Department of Human Services is permitted to share information with a Regional Administrative Agency in accordance with Minnesota Statute, section 13.46, and has strongly encouraged implementation of FPI programs using a multi-county approach; and

WHEREAS, the Freeborn County Department of Human Services along with the other collaborative human service agencies have mutually benefitted from joining to implement a regional and cost-effective FPI program; and

WHEREAS, the Freeborn County Department of Human Services strives for program integrity; therefore

BE IT RESOLVED, that the Freeborn County Human Services Director be authorized to enter into the Regional Administrative Agency Cooperative Agreement for the purposes of implementing the Fraud Prevention Investigation Program for 2021-2023.

Resolution was seconded by Commissioner Edwin.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Belshan offered the following resolution:

RESOLUTION No. 21-140
Accepting a grant to the Freeborn County Next Step Clubhouse
from Freeborn-Mower Cooperative Services

WHEREAS, the mission of the Freeborn County Next Step Clubhouse is to offer a safe environment that provides companionship, acceptance and support for consumers of mental health services; and

WHEREAS, the Freeborn County Next Step Clubhouse is a restorative environment for people living with mental illness who have the right to reach their full potential, to have fulfilling and productive lives in the community, and who need the support of others who believe that recovery from mental illness is possible; and

WHEREAS, the Freeborn County Next Step Clubhouse plans events and activities to promote safety, integrity, and health, while allowing consumers to make individual choices to develop meaningful relationships through positive interaction with others; and

WHEREAS, Freeborn-Mower Cooperative Services has offered a grant to the Freeborn County Next Step Clubhouse in the amount of \$500.00 to be used for end of year events; therefore

BE IT RESOLVED, that the Freeborn County Next Step Clubhouse accept the grant in the amount of \$500 from Freeborn-Mower Cooperative Services to be used in 2021 in accordance with the grant specifications.

Resolution was seconded by Commissioner Forman.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Edwin offered the following resolution:

RESOLUTION No. 21-141
Approving a Loan from the General Fund to
Joint County Ditch J24 Deer Creek Lateral for Debt Fund Payoff

Whereas, it is in the best interest of Freeborn County to eliminate certain bonded indebtedness, and;

Whereas, it is to the financial advantage of the County to invest internally;

Therefore, Now Be It Resolved, to authorize the actions and procedures to pay the debt owed by Joint County Ditch J24 Deer Creek Lateral on May 18, 2021 and;

Further, Be It Resolved, to invest in this ditch fund by providing a loan from the General Fund in the amount of \$421,182.09 for Joint County Ditch J24 Deer Creek Lateral to allow for debt payoff at an annual interest rate of 5.0% and a term of 7 years, for a total loan investment of \$421,182.09.

Resolution was seconded by Commissioner Forman.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Edwin offered the following resolution:

RESOLUTION No. 21-142
Approving Transfer Cash Balance

Resolved, that the Freeborn County Board of Commissioners authorize to close fund 74 Turtle Creek Watershed Debt Service Fund to Fund 34 Turtle Creek Watershed Maintenance Fund and the transfer of any cash balance and delinquent tax and penalties from the Turtle Creek Watershed Debt Service Fund to the Turtle Creek Watershed Maintenance Fund.

Further Resolved that this action is being taken due to the early satisfaction of the G.O. Joint County Ditch J24 Deer Creek Lateral debt obligation.

Resolution was seconded by Commissioner Belshan.
After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Belshan offered the following resolution:

RESOLUTION No. 21-143
Approving Lot Consolidation Agreement

Resolved, approving a Lot Consolidation Agreement for Darwin and Mary Nelson.

Resolution was seconded by Commissioner Herman.
After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Herman offered the following resolution:

RESOLUTION No. 21-144
**Accepting a Joint Powers Agreement with Minnesota Department of Agriculture
for Farmers' Market Nutrition Program**

Whereas, Freeborn County Community Health Board will agree to collaborate with Minnesota Department of Agriculture for the Farmers' Market Nutrition Program in order to continue to provide healthy foods to WIC participants;

Whereas, Minnesota Statute 145A.04 allows promoting healthy communities and healthy behavior through activities that improve health in a population such as investing in healthy families; providing information and education about healthy communities or population health status; and addressing issues of health equity, health disparities, and the social determinants to health.

Whereas, the joint powers agreement is for the Farmers Market Nutrition Program from Minnesota Department of Agriculture (MDA). The joint powers agreement is effective from June 1, 2021 to December 31, 2021. This is funding that we have received for many years in order to continue to provide healthy foods to WIC participants;

Now, Therefore, Be It Resolved that the Freeborn County Board of Commissioners/Freeborn County Community Health Board does hereby approve the joint powers agreement with Minnesota Department of Agriculture for the Farmers' Market Nutrition Program.

Resolution was seconded by Commissioner Forman.
After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Herman offered the following resolution:

RESOLUTION No. 21-145
Accepting of bid for sale of Existing County Property

WHEREAS, Freeborn County has an interest in selling existing real property; and

WHEREAS, Minnesota Statue 373.01 allows for the sale by first advertising for bids or proposals in the official newspaper of the county for three consecutive weeks and once in a newspaper of general circulation in the area where the property is located; and

WHEREAS, the notice shall state the time and place of considering the proposals, contain a legal description of any real estate, and a brief description of any personal property; and

WHEREAS, Freeborn County has publicly advertised this property and has received one (1) bid for the real property in the amount of \$25,000.00 from Josh Martin which is at least 90 percent of its fair market value as determined by the county assessor;

NOW THEREFORE, BE IT RESOLVED that the Freeborn County Board of Commissioners accept the bid of \$25,000.00 by Josh Martin for the parcel described below and also authorize the County Administration to sign and proceed with the transaction of said parcel:

A parcel of land which lies in the southeast quarter of the northeast quarter (SE 1/4 NE 1/4) of Section 11, Township 102 North, Range 22 West, more particularly described as follows: Beginning at a point on the center line of Trunk Highway No. 16 which point is 326 feet southeasterly of the intersection of said Trunk Highway No. 16 and the west line of said SE quarter of the NE half of said section 11, thence deflecting left at an angle of 122 degrees 56 minutes with the center line of said Trunk Highway No. 16 north for a distance of 313.22 feet, thence east 302.24 feet, thence south parallel with the west line of said premises 509 feet to the center line of said Trunk Highway No. 16, a distance of 360.11 feet to the point of beginning; together with a non-exclusive easement for joint use of the driveway now lying just east of the east line of these premises. This driveway is for the joint use of the premises lying east of the above described premises and the premises lying north and northeasterly of the above described premises.

Except: All that part of the SE quarter NE quarter of Section 11, Township 102 North, Range 22 West, Freeborn County, Minnesota; described as follows:

Commencing at the southeast corner of the NE quarter of said section 11; thence north 00 degrees 36 minutes 31 seconds east a distance of 24.65 feet; on an assumed bearing on the east line of said NE quarter, to a point on the centerline of County State Aid Highway No. 46 (formerly Trunk Highway No. 16); thence north 56 degrees 55 minutes 30 seconds west a distance of 1553.57 feet, on the centerline of said county State Aid Highway No. 46, to the point of intersection with the west line of said SE quarter NE quarter, which point is the point of beginning; thence south 56 degrees 55 minutes 30 seconds east distance of 345.24 feet, on the centerline of said county State Aid Highway No. 46; thence north 00 degrees 08 minutes 30 seconds east a distance of 444.83 feet; thence north 89 degrees 38 minutes 30 seconds west a distance of 289.36 feet, to a point on the west line of said SE quarter NE quarter; thence south 08 degrees 13 minutes 53 seconds west a distance of 258.23 feet, on the west line of said SE quarter NE quarter, to the point of beginning.

Resolution was seconded by Commissioner Edwin.

After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Herman offered the following motion:

MOVED, approving to set a Workshop on May 25, 2021 in the Freeborn Room at 8:30 a.m.

Motion seconded by Commissioner Forman.

After discussion, a vote was taken and the Chair declared the motion approved.

Commissioner Edwin offered the following resolution:

RESOLUTION No. 21-146
Amending COVID Opening and Safety Plan

WHEREAS, Freeborn County has adopted a COVID 19 pandemic reopening plan via resolutions 20-148 and 21-084; and

WHEREAS, those plans required face covering to be worn at all times by staff and visitors; and

WHEREAS, With the issuance of Executive order 21-23 by the Governor's office on May 14, 2021, its requirements and those masking requirements that have been rescinded; and

WHEREAS Taking into consideration the language of the order, Staff recommends the following changes to the Freeborn County COVID 19 Preparedness plan; and

WHEREAS, Removal of the following sections:

“Screening and policies for employees exhibiting signs and symptoms of COVID-19”- Page 2 of the plan

“Freeborn County COVID 19 screening protocol”- Page 3 of the plan

“Social Distancing”- Page 5 of the plan:

Line 9 stating - “Masks will be required to be worn by all staff and visitors in public areas. Masks will be provided by Freeborn County at the entrance door if needed. “

Line 10 stating- “Employees and visitors are prohibited from gathering in groups and confined areas, including elevators, and from using other employees’ personal protective equipment, phones, computer equipment, desks, cubicles, workstations, offices or other personal work tools and equipment.”

Line 11 stating – “Exceptions to masks for verified reasons will be handled on a case by case basis”

THEREFORE, BE IT RESOLVED Effective immediately, Persons that are fully vaccinated against the COVID 19 virus are not required to wear face coverings while in Freeborn County buildings. Freeborn County **HIGHLY RECOMMENDS** that all non-vaccinated persons should wear some form of face covering while in public until vaccinated. All other provisions in the COVID 19 reopening plans remain in effect.

COUNTY OF FREEBORN

BOARD OF COUNTY COMMISSIONERS

Edwin
Forman
Herman
Belshan
Shoff

YEA	NAY	OTHER
X		
X		
X		
X		
X		

Resolution was seconded by Commissioner Forman.
After discussion, a vote was taken and the Chair declared the resolution approved.

Commissioner Forman offered the following resolution:

RESOLUTION No. 21-147
Approval of Claims

RESOLVED, that the following claims be allowed and paid on or before May 21, 2021.

<u>FUND</u>	<u>NAME</u>	<u>AMOUNT</u>
01	General Fund	\$ 520,544.21
03	County Road & Bridge	\$ 297,968.71
05	Human Services	\$ 155,252.70
06	Public Health	\$ 73,862.53
31	Capital Improvement	\$ 420,550.00
40	County Ditch	\$ 140,185.46
70	Trust & Agency	\$ 139,000.15
77	Recorder’s Clearing	\$ 3,813.00
80	Tax Collection Fund	\$ 142.00
	FUND TOTALS	\$1,751,318.76

Number of Claims not exceeding \$300 – 80
Dollar amount of claims not exceeding \$300 – \$9,453.27_____

Resolution seconded by Commissioner Herman.
After discussion, a vote was taken and the Chair declared the resolution adopted.

Chair, Commissioner Shoff adjourned the meeting at 9:40 a.m. until 8:30 a.m. on Tuesday, June 1, 2021.

By: _____
Christopher N. Shoff
Chair

Attest: _____
Thomas Jensen
Clerk/Administrator