

DRAFT

**PROCEEDINGS OF THE MURRAY COUNTY BOARD OF COMMISSIONERS MURRAY
COUNTY GOVERNMENT CENTER - SLAYTON, MINNESOTA**

April 21, 2026, 8:30 AM

Pursuant to notice, the Murray County Board of Commissioners convened with the following members present in person: Commissioners; Jackie Meier, Mark Carlson, Dennis Welgraven and Roger Zins. Also present in person were HR Director/Deputy Administrator Sharon Giese, and General Assistant Renee Gleason. Commissioner Loy Woelber arrived at approximately 8:43 a.m.

MEETING WAS CALLED TO ORDER AT APPROXIMATELY 8:30 A.M.

1.1. PLEDGE OF ALLEGIANCE

2.1. AGENDA ADDITIONS

The Board Chair asked if there were any additions to the agenda, none were added.

2.2. IDENTIFY ANY CONFLICT OF INTEREST

The Board Chair asked if there were any conflicts of interest, none were identified.

A motion was made by Commissioner Zins, seconded by Commissioner Meier, to approve the 04/21/2026 Agenda.

3.1. APPROVE MINUTES FROM 04/07/2026

Board Chair asked if there were any corrections or questions about the meeting minutes of 04/07/2026. No comments.

3.2. COMMISSIONER WARRANTS

Board Chair asked if there were any questions or concerns about the warrants as presented. Commissioner Welgraven referred to page 31 of the warrants and would like to understand which water heater was replaced? This was for the large one at Sunrise Terrace.

It was moved by Commissioner Meier, seconded by Commissioner Welgraven, and passed to approve the consent agenda with include meeting minutes of 04/07/2026 and the Commissioners' Warrants 179667 to 179719 in the amount of \$102,128.73.

General Revenue Fund	68,667.60
Road & Bridge	20,646.50
EDA	11.99
Ditch	313.35
Self-Insurance	142.60
Sunrise Terrace	12,172.69
SAWS	174.00
Total	102,128.73

4.1.1. 2026 PERFORMANCE MEASURES PROGRAM

The Performance Measures Program was created by the Legislature in 2010 as a way for public officials to determine the efficacy of providing services and measuring residents' opinions of those services. It does this by reporting on ten standard service benchmarks.

The county benefits by participating in the program in the following way:

1. Exemption from levy limits under M.S. §275.70 to 275.74 (not all types of levy limits)
2. Local Performance Aid of \$0.14 per capita up to \$2,500.
3. The 2011 – 2025 LPA received is as follows:
 - 2011 - \$1,222
 - 2012 - \$1,221.50
 - 2013 - \$1,221.50
 - 2014 - \$1,195
 - 2015 - \$1,187
 - 2016 - \$1,179
 - 2017 - \$1,166
 - 2018 - \$1,168
 - 2019 - \$1,161
 - 2020 - \$1,151
 - 2021 - \$1,145
 - 2022 - \$1,133
 - 2023 - \$1,154
 - 2024 - \$1,127
 - 2025 - \$1,126

A motion was made by Commissioner Welgraven, seconded by Commissioner Zins and passed to continue to participate in the Performance Measures Programs for 2026, approving Resolution 2026-04-21-01.

4.1.2. DITCH BILLS

A motion was made by Commissioner Zins, seconded by Commissioner Meier, and passed to approve the report of bills for payment of the Murray County Drainage Authority as outlined:

Opdahl Farm Drainage, LLC

21-819-6290 JD 10 1,560.00 #2025-024 Ok'd by T. Radke 4/8/26

Subtotal 1,560.00

Total Ditch Bills 1,560.00

Copies of invoices were available at the meeting or obtained by calling Heidi Winter 507-836-1152.

Heidi Winter wanted to provide some comments regarding the transition from the County Administrator model to the County Coordinator model, because she needed to leave due to travel for an election conference. She is in support of transitioning from County Administrator to County Coordinator model and feels it is best for county, staff, department heads, other elected officials and taxpayers. In addition, the position going to Sharon Giese is also a good choice for everybody. There is an army of department heads that will support that decision but will support the board in either direction.

The Board Chair stated we were too early for the 8:45 a.m. Bid Award and 9:00 Tax Abatement hearing. So the board forwarded to Agenda Item 4.7. Carl Nyquist, Emergency Management Coordinator.

4.2. 8:45 A.M. BID AWARD: COUNTY DITCH 41 IMPROVEMENT

There was a delay after recess to troubleshoot some audio/visual errors.

Shaun Luker, Engineer with Bolton & Menk reviewed the project and bids with the board. There were (6) proposals received April 16th at 10:00 a.m. for County Ditch 41 improvements in Murray County. The proposals received ranged from \$2,158,339.00 to \$2,856,993.10. The low bidder was 605 Companies, Sioux Falls, SD. It was 31% below the engineering estimate with contingency. 605 Companies has provided all required documentation with their proposal. It is unlikely that re-bidding the project would generate more competitive proposals. Therefore, Bolton & Menk, if the county proceeds with the project, is recommending the project be awarded to 605 Companies for the amount of \$2,158,339.00. Shaun Luker proceeded to explain some background and work history of this contractor. Commissioner Welgraven also investigated the background of this contractor.

A motion was made by Commissioner Welgraven, seconded by Commissioner Zins and passed to approve the bid from 605 Companies for \$2,158,339.00 for County Ditch 41 Improvement project.

This contractor anticipates starting the project in June 2026. Shaun Luker doesn't foresee any change orders for this project but recommends that himself and Travis Radke be authorized to negotiate, sign and proceed with any change orders under \$20,000 without board approval.

An additional motion was made by Commissioner Carlson, seconded by Commissioner Zins and passed to authorize Bolton & Menk & Travis Radke to negotiate, sign, and proceed with any change orders under \$20,000.00 without board approval.

The Board Chair called a recess at approximately 8:56 allowing the board to move into the 9:00 a.m. Tax Abatement Hearing.

The Board Chair called meeting back to order at approximately 9:00 a.m.

4.3. 9:00 A.M. PUBLIC HEARING: RANDY KOTTKE TAX ABATEMENT REQUEST

The Board Chair asked if there was anyone in attendance to speak at the public hearing portion of this tax abatement hearing. No one was in attendance. The Board Chair closed the public portion of this hearing at approximately 9:00 a.m.

Murray County received a request for tax abatement through the Murray County Home Initiative. Randy Kottke is proposing to replace their existing home at 2383 241st Street, Tracy, MN with a new home on the property. The home will be their primary residence with construction to begin this spring. The new home's value is approximately \$885,000.00. Pending is their septic system permit.

A motion was made by Commissioner Woelber, seconded by Commissioner Zins and passed to approve the Murray County Home Initiative Tax Abatement for Randy Kottke on property located at 2383 241st Street, Tracy, MN 56175 (PIN #18-001-0021).

4.4. SRDC FEDERAL SAFE STREETS FOR ALL GRANT - CHRIS WEBB

Chris Webb from SRDC was in attendance to provide a recap of the Safe Streets for All Planning Grant and request a Murray County contribution of \$2,000.00. This contribution will support continued participation in the regional planning effort alongside the cities of Fulda and Slayton, both of which have committed \$1,500 toward the project. This grant would develop a plan of prospective prioritized projects involving (3) counties. Along with this, some preliminary engineering and today's cost estimates to complete projects. So just as an

example of a project, could be safety improvements of the pedestrian crossing for hospital employees to their parking lot.

A motion was made by Commissioner Meier, seconded by Commissioner Welgraven, and passed to approve a \$2,000 contribution from Murray County to support participation in the Safe Streets for All Planning Grant. Chris Webb will work with Sharon Giese to obtain the letter of support from the Murray County Commissioners and any other information needed.

4.5. SWHHS ANNUAL REPORT - STACEY TIMM, DIRECTOR

Stacey Timm with SWHHS and her team provided both financial, child support, public health, human services, upcoming legislative and program changes, and IT updates.

- Her team is working through the 2026 strategic planning.
- IT system requests and updates are in planning as a response to antiquated systems and fraud prevention. So, the focus is modernization, reducing inefficiencies, and security.
- Working through potential changes in service management from county to state government.
- One of public health's focuses will continue to be immunizations, drug-related issues, and mental health. Keeping on top of the latest developments affecting families.
- They also provided the number of caseloads and costs in many areas, including probation, adult and children, foster care, and mental health placement.
- Child Protection is working on implementation planning for 2027 deadline regarding numerous additional program changes that will include additional hours of staff and resources.

4.6.1. BID RESULTS FOR OVERLAY PROJECTS: SP 051-602-021, SP 051-634-013, SAP 051-616-008 & SAP 051-630-024

A motion was made by Commissioner Zins, seconded by Commissioner Meier and passed to approve award of the 2026 overlay projects: SP 051-602-021, SP 051-634-013, SAP 051-616-008, and SAP051-630-024, to Duininck, Inc. for \$3,094,726.01.

4.6.2. BID RESULTS FOR THE SEAL COAT PROJECT: SAP 051-030-004

A motion was made by Commissioner Woelber, seconded by Commissioner Welgraven and passed to approve and award the 2026 seal coat project: SAP 051-030-004 to Morris Sealcoat & Trucking, Inc. for their bid amount of \$642,187.10.

4.6.3. BID RESULTS FOR THE MAINTENANCE STRIPING PROJECT: CP 02-26

A motion was made by Commissioner Zins, second by Commissioner Woelber and passed to approve and award the 2026 maintenance striping project: CP 02-26 to Sir Lines-A-Lot, LLC for their bid amount of \$125,131.90.

4.6.4. BRIDGE REPLACEMENT AGREEMENT WITH SLAYTON TOWNSHIP

This is our standard bridge replacement agreement signed with many other townships in the past.

A motion was made by Commissioner Meier, seconded by Commissioner Welgraven and passed to approve and sign the bridge replacement agreement with Slayton Township for Bridge L-1598.

4.6.5. DISCUSS CSAH 2 FULDA CITY WATER PROJECT

City of Fulda and their engineering consultant requested Murray County to consider offering financial assistance in restoring CSAH 2 road as part of their city water installation project, aka Front Street in Fulda. This project started last winter, moving the water line from the boulevard to the middle of the road. So this caused the road to be dug up and/or cut. It was

originally planned to patch those areas prior to the start of the County project for CSAH 2 this summer. They are proposing the county would get a better finished project if the rest of the bituminous was removed and re-laid entirely vs. patch work.

Fulda's engineering consultant has submitted an estimate for the change in the amount of \$224,000.00. Based on the amount of the current maintenance budget for Murray County, Randy could justify assisting with \$115,000.00 towards the project. This would benefit the county in getting a better quality road with a good base. However, this is the City of Fulda's project that led to this decision. The full amount of \$224,000.00 the county could mill and overlay in several years after the settlement of the patching materials.

A motion was made by Commissioner Woelber, seconded by Commissioner Zins and passed to approve \$120,000.00 toward the referenced project, contingent on City of Fulda covering the balance of the costs.

4.7.1. CHAINSAW EQUIPMENT PURCHASE FOR HIGHWAY DEPT, PARKS DEPT, AND EMERGENCY MANAGEMENT

Carl Nyquist has applied for a grant to supplement, nearly a year ago for the purchase of this chainsaw equipment. However, it is still under review. Because of the immediate need for training and cutting, we need to proceed with purchase and then reimburse the Emergency Management small equipment budget account with grant money, if awarded. This grant would cover our cost share.

A motion was made by Commissioner Zins, seconded by Commissioner Carlson and passed to proceed with the purchase of chainsaw equipment as outlined in the quote from Lipinski Small Engine for \$5,859.24. If the grant is approved, the budget account charged will be reimbursed.

Again, the board is too early to start the 8:45 Bid Award, so the Board Chair called a recess at approximately 8:40 a.m.

Board Chair called meeting back to order at approximately 8:45 a.m.

4.8.1. HIGHWAY ENGINEER POSITION

NOTE: Commissioner Welgraven questioned the purpose of the additional RBA placed at their seat. Explanation provided of formatting errors and verbiage was cut off the page. Therefore, reformatted and printed a copy that was correctly legible for the board.

A correctly formatted Request for Board Action (RBA) was issued after the original agenda was disbursed. Therefore, an updated RBA was issued and placed at each Commissioner's seat and available the morning of the meeting. In addition, the Murray County General Assistant updated the online board packet available to the public on the Murray County website on April 17, 2026 at approximately 4:45 p.m. Sharon Giese reiterated these were formatting changes because verbiage was cut off on the printed copy of the RBA. The complete verbiage was in CivicPlus, our agenda software.

Sharon Giese has been working DDA and they completed a review of the County Engineer job description and corresponding wage scale. Based on their analysis and current market data, DDA recommended re-calibrating Grade 21 to ensure the position remains competitive and aligned with comparable roles in the market. It is anticipated that the wage study planned for 2026 will reflect this same re-calibration, just adjusting it now vs. later. The re-calibration of Grade 21 now might attract more applicants for this open position.

A motion was made by Commissioner Carlson, seconded by Commissioner Zins, and passed to approve a 9% re-calibration of Grade 21 within the County's pay scale to ensure the wage remains competitive with current market conditions.

4.8.2. REHIRE SEASONAL PARK-MAINTENANCE WORKERS

Consideration of rehiring Mike Carlson as a Seasonal Parks Maintenance Worker at Grade 1s, Step 6 (\$17.00/hour) and Conner Degreef as a Seasonal Parks Maintenance Worker at Grade 1s, Step 2 (\$15.00/hour), in accordance with the seasonal pay scale.

A motion was made by Commissioner Woelber, seconded by Commissioner Welgraven and passed to approve the rehiring of Mike Carlson at Grade 1S, Step 6, and Conner Degreef at Grade 1S, Step 2, on the seasonal pay scale for the position of Seasonal Parks Maintenance Worker, contingent upon satisfactory results of a criminal background check and pre-employment drug test.

4.8.3. SEASONAL PARKS-MAINTENANCE WORKERS

Consideration of hiring Kaden Landsman and Noah Frisk as Seasonal Parks Maintenance Workers at Grade 1, Step 1, in accordance with the seasonal pay scale, contingent upon satisfactory results of a criminal background check and pre-employment drug test. Season pay scale Grade 1, Step 1 is \$15.00/hr.

A motion was made by Commissioner Zins, seconded by Commissioner Carlson, and passed to approve the hiring of Kaden Landsman and Noah Frisk as Seasonal Parks Maintenance Workers at Grade 1, Step 1, in accordance with the seasonal pay scale, contingent upon satisfactory results of a criminal background check and pre-employment drug test.

4.8.4. OPIOID SETTLEMENT GRANT - MCC APPLICATION

The Opioid Committee met on April 17, 2026, to review and discuss community funding opportunities and approved the request submitted by Murray County Central (MCC) awarded \$26,011.00.

MCC has requested continued funding for its existing substance use prevention programs, Emily's Hope Substance Use Prevention and This Is Not Just About Drugs. These programs are actively implemented within the school and the community, focusing on education, awareness, and early prevention efforts for youth. In addition to sustaining current programming, MCC is seeking support to expand services by adding one additional day per week. This expansion would increase student engagement, enhance program delivery, and further strengthen prevention efforts within the community. In June, MCC leaders will appear and provide a presentation about the student/community reception and progress of this program.

There are additional county funds remaining for other initiatives going forward.

A motion was made by Commissioner Welgraven, seconded by Commissioner Meier, and passed to approve a grant in the amount of \$26,011.00 to Murray County Central (MCC) to support program funding, as recommended by the Opioid Committee.

Commissioner Welgraven requested to have the floor prior to proceeding with the balance of the agenda. He shared his concerns of teamwork, transparency, and the board's ability to discuss and decide the balance of the agenda items today because (3) of the board members were notified of these agenda items only late Thursday. He felt these agenda items should first be discussed and considered at length in a scheduled work session prior to voting on a motion. He also voiced concern about the direction of County Coordinator vs. County

Administrator position, because previously several board members had the opinion that neither position was needed on a full-time basis. Commissioner Welgraven also remembers AMC recommending a County Administrator position vs. the coordinator.

Commissioner Zins apologized if board members feel that way. The Personnel Committee knew the position was open, needed to be filled, and a decision made. He proceeded to outline the Personnel Committee. Sharon Giese, department heads, the county's labor attorney, and AMC have all been consulted. The agenda item was then brought forth with that input to be discussed and decided on with the balance of the board. He further explained, this is why it was on the agenda so that the balance of the board was involved in discussion and potentially a decision could be made.

Board Chair Carlson expressed his willingness to extend the timeline for a decision.

Various open discussions occurred with the following considerations highlighted:

- Difference of opinion from previous discussions about defining the position as County Coordinator vs. County Administrator. In addition, previous discussions outlined possibly not needing either position full-time. Previous work sessions discussions mentioned.
- Statuary requirements of County Administrator job description vs. flexibility of County Coordinator job description.
- Authorization of the board to appoint interim County Administrator to newly defined County Coordinator/Administrator position., rather than completing a formal hiring process.
- The Coordinator/Administrator job description referenced HR Supervisor/Specialist. Is this another position the county will define and hire?
- County Coordinator/Administrator salary requirements.
- Performance Evaluation of interim County Administrator
 - Performance Evaluation process in County Administrator vs. County Coordinator models and potential involvement of the Board of Commissioners.
- Relative immediate decision needing to be made for the wellbeing of interim County Administrator, county staff, and county workload.

*NOTE: A full recording of these discussions can be reviewed at the following link:
[Audio - Board of Commissioner Meeting of 04-21-2026](#)*

A motion was made by Commissioner Welgraven, seconded by Commissioner Meier and passed to table Agenda items 4.8.5. through 4.8.8. for a future work session. The work session will be scheduled for May 5th.

4.8.5. ABOLISH COUNTY ADMINISTRATION POSITION AND REINSTATEMENT OF COUNTY COORDINATOR POSITION - ROGER ZINS

Motion is made by Commissioner _____, seconded by Commissioner _____ to approve Resolution 2026-04-21-02 to abolish County Administration position and reinstatement of County Coordinator Position.

4.8.6. COUNTY COORDINATOR JOB DESCRIPTION

As part of the proposed transition from the County Administrator model to the County Coordinator model, a County Coordinator job description has been developed for Board consideration. The job description reflects a collaborative, board-directed administrative structure, aligning with Minnesota Statutes and incorporating elements from the Association of Minnesota Counties (AMC) and comparable counties successfully operating under a coordinator model.

It is moved by _____, seconded by _____, to approve the County Coordinator job description as presented.

4.8.7. APPOINTMENT OF COUNTY COORDINATOR - ROGER ZINS

Motion is made by Commissioner _____, seconded by Commissioner _____ to approve 2026-04-21-03 Resolution to Establish County Coordinator Appointment of Sharon Giese and salary of Step 1, Grade 20 of the county's salary schedule.

4.8.8. APPROVAL OF ORGANIZATIONAL CHART

The Board is considering a transition from the County Administrator model to a County Coordinator model to better align with the desired governance and operational structure of Murray County. As part of this transition, an updated organizational chart has been developed to reflect the change in leadership structure and reporting relationships. Approval of the updated organizational chart is a necessary step to formally implement the transition and ensure alignment between the County's leadership structure and day-to-day operations.

It was moved by _____, seconded by _____, to approve the updated organizational chart reflecting the transition from the County Administrator model to the County Coordinator model, as presented.

5. COMMITTEE REPORTS 03/29 TO 04/11/2026

Carlson

04/03 Personnel
04/07 Commissioner / Personnel
04/08 District 8 Land Use
04/11 Casey Jones Trail Gala

Meier

04/02 Casey Jones Trail / VIP Tour
04/07 Commissioner
04/09 Sunrise Terrace
04/10 Southwest Mental Health
04/11 Casey Jones Trail Gala

Welgraven

03/30 SEDS
04/02 EDA / VIP Tour
04/07 Commissioner
04/08 SRDC Board Retreat
04/09 SRDC Board Retreat

Zins

04/02 VIP Tour
04/03 Personnel
04/07 Commissioner

Woelber

04/02 RCRCA
04/07 Commissioner
04/09 Sunrise Terrace

Two additional items needing to be mentioned:

- ACE Supper 04/21 (tonight) - Board Attendance (but not a quorum)
- AMC Nuts & Bolts April 29, 30 and May 1 @ Twin Cities, potentially all board members attending

BOARD CHAIR ADJOURNED MEETING AT APPROXIMATEY 10:47 A.M.

ATTEST:

Mark Carlson, Board Chair

Sharon Giese, HR Director/Deputy Administrator