

Minutes for Meeting Book – January 2022

Sourcewell Regular Board of Directors Meeting

01/18/2022 | 05:55PM – 08:07 PM

Sourcewell Conference Rooms 3 & 4/ ITV via Microsoft Teams

Attendees

Board Members: Mike Wilson, Greg Zylka, Scott Veronen, Sara Nagel, Ryan Thomas, Sharon Thiel, Linda Arts, Chris Kircher were present. Ex-Officio Paul Brownlow, Verndale School District, and Chris Pelzer, Todd County, were present. Guests: Chad Coauette, Susan Nanik, Jeremy Schwartz, Robb Reid, Marcus Miller, Sarah Speer, Paul Drange, Jamie Loken, Mike Carlson, Al Griffith, Katrina Wood, Tyler Jahnke, Dean Greising, Curtis Ripley, and Steve Barrows were present.

Chair Wilson called the Sourcewell Regular Board meeting to order at 5:55 pm with the aforementioned members present.

Ms. Thiel moved, seconded by Mr. Zylka, to accept the agenda as amended. Motion carried.

Ms. Nagel moved, seconded by Mr. Thomas, to accept the Regular Board Meeting minutes on December 21, 2021. Motion carried.

Mr. Carlson presented the Financial Reports.

Mr. Veronen moved, seconded by Mr. Kircher, to approve the Check Register, Wire Transfer activity, and Wire Transfer-Employee Expense reimbursements as detailed in the batch reports dated January 12, 2022. Motion carried.

Mr. Zylka moved, seconded by Ms. Thiel, to accept the Consent Agenda as follows:

- Updated Agency Agreements: Clients added December 1 - 31, 2021.
- Resolution to approve Solicitation and/or Re-Solicitation of the following categories:
 - Food Products and Distribution (other than School Food Authorities) with Related Supplies, Technology, and Services
 - State of Minnesota- Indefinite Delivery Indefinite Quantity Construction
- Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons, Therefore.

Motion carried.

Ms. Speer gave an update on the Marketing Department.

Ms. Nanik gave an update on the Facilities and Human Resource Departments.

Mr. Veronen moved, seconded by Ms. Nagel, to approve the lease cancellation for the Little Falls Satellite Office effective June 30, 2022. Motion carried.

Mr. Griffith, Building Superintendent, gave a day in the life of a Sourcewell employee presentation.

Mr. Carlson gave an update on the Finance Department.

Mr. Miller gave an update on the Government Relations Department and as General Counsel.

Mr. Schwartz gave an update on the Operations, Procurement, and Information and Communications Technology Departments and contracts awarded as noted in Appendix A.

Mr. Kircher moved, seconded by Mr. Zylka, to approve the Resolution to Approve Ratification of Cooperative Contracting Awards. Motion carried.

Mr. Reid gave an update on Enterprise Solutions.

Dr. Drange gave an update on Regional Programs.

Mr. Schwartz provided a year-to-date metrics update.

Ms. Wood provided an update on the Board Election.

Ms. Nanik presented a first reading of the Social Media Policy.

Mr. Zylka moved, seconded by Mr. Thomas, to approve the personnel recommendations as presented. Motion carried.

Curtis Ripley, Pemberton Law, addressed the Board at 7:20 pm. He was appointed to represent Sourcewell in a threatened lawsuit. Mr. Ripley requested a closed session to discuss strategy in the threatened litigation and a possible resolution. Mr. Kircher moved, seconded by Ms. Thiel, to close the meeting under attorney/client privilege/pending litigation pursuant to Minnesota Statue §13D.05. Motion carried.

Ms. Thiel moved, seconded by Mr. Veronen, to reopen the meeting. Motion carried.

Ms. Thiel moved, seconded by Mr. Kircher, to ratify and approve the Settlement Agreement and Release of all Claims with Tania Denny as presented. Motion carried.

Dr. Coauette gave a business update on State/National Associations and partnerships.

Ms. Nagel moved, seconded by Mr. Zylka, to ratify the cancellation of the Cooperative Purchasing Connection (CPC) Contract sent on December 29, 2021, by Dr. Chad Coauette. Motion carried.

Mr. Wilson expressed gratitude to Sourcewell, Sourcewell Staff, and fellow Board members for their support and dedication to its mission, vision, and values and wished everyone well into the future.

Mr. Kircher moved, seconded by Mr. Zylka, to adjourn the meeting at 8:07 pm. Motion carried.

APPENDIX A

**SOURCEWELL PROCUREMENT DEPARTMENT
BOARD ITEMS - January 2022**

CONSENT AGENDA ITEMS

Requesting Board permission to Solicit the following categories:

Requesting Board permission to Re-Solicit the following categories:

Food Products and Distribution (<i>other than School Food Authorities</i>) with Related Supplies, Technology, and Services
State Of Minnesota - Indefinite Delivery Indefinite Quantity Construction

NEW CONTRACTS

Supplier Name	Contract Number	Solicitation Title
Altec Industries	110421-ALT	"Public Utility Equipment with Related Accessories and Supplies"
Elliott Equipment Company	110421-EEC	"Public Utility Equipment with Related Accessories and Supplies"
Terex Utilities, Inc.	110421-TER	"Public Utility Equipment with Related Accessories and Supplies"
The Charles Machine Works, Inc.	110421-CMW	"Public Utility Equipment with Related Accessories and Supplies"
Time Manufacturing Company	110421-TIM	"Public Utility Equipment with Related Accessories and Supplies"
Vermeer Corporation	110421-VRM	"Public Utility Equipment with Related Accessories and Supplies"
Global Teletherapy, LLC	102821-GTY	"Teletherapy Services"
LifeWorks, Ltd.	102821-LFW	"Teletherapy Services"
MindBeacon Health, Inc.	102821-MND	"Teletherapy Services"
SWORD Health, Inc.	102821-SWD	"Teletherapy Services"
Talkspace, Inc.	102821-TKS	"Teletherapy Services"
The Family Centre of Northern Alberta	102821-FMY	"Teletherapy Services"
Brindlee Mountain Fire Apparatus	120921-BLE	"Used and Pre-Owned Firefighting, Fire Service, Ambulance, and Emergency Service Vehicle Solutions"
Aries Industries, Inc.	120721-ARS	"Underground Infrastructure Inspection and Rehabilitation Equipment with Related Services"
Best Equipment Company, Inc.	120721-BST	"Underground Infrastructure Inspection and Rehabilitation Equipment with Related Services"
RapidView, LLC	120721-RVL	"Underground Infrastructure Inspection and Rehabilitation Equipment with Related Services"
Rausch Electronics USA, LLC	120721-RAU	"Underground Infrastructure Inspection and Rehabilitation Equipment with Related Services"

CONTRACT EXTENSIONS

Supplier Name	Contract Number	Solicitation Title
TYMCO, Inc.	122017-TYM	"Sewer Vacuum, Hydro-Excavation, and Street Sweeper Equipment with Related Accessories and Supplies"

NEW eziQC CONTRACTS

Company Name	Contract Number	State - Region - Type of Work

eziQC RENEWALS

Company Name	Contract Number	
F.H. Paschen, S.N. Nielsen & Associates, LLC	VA-EC-GC05-120920-FHP	
Vigil Contracting, Inc.	VA-N-MH01-120920-VGL	
HITT Contracting, Inc.	VA-E-GC06-120920-HCI	
Paige Industrial Services, Inc.	VA-E-MH01-120920-PAI	
Harrisonburg Construction Co., Inc.	VA-WC-GC06-120920-HAR	
Paige Industrial Services, Inc.	VA-N-GC01-120920-PAI	
Johnson-Laux Construction, LLC	VA-N-GC06-120920-JLC	
The Matthews Group	VA-EC-GC02-120920-TMG	
S-Works Construction Corporation	VA-EC-GC03-120920-SWC	
HITT Contracting, Inc.	VA-EC-GC06-120920-HCI	
Paige Industrial Services, Inc.	VA-EC-MH01-120920-PAI	
F.H. Paschen, S.N. Nielsen & Associates, LLC	VA-E-GC02-120920-FHP	
Adrian L. Merton, Inc.	VA-N-MH02-120920-ALM	
S-Works Construction Corporation	VA-WC-GC05-120920-SWC	

APPENDIX A Continued

Johnson-Laux Construction, LLC	VA-WC-GC01-120920-JLC	
Centennial Contractors Enterprises, Inc.	VA-E-GC03-120920-CCE	
Centennial Contractors Enterprises, Inc.	VA-W-GC05-120920-CCE	
Centennial Contractors Enterprises, Inc.	VA-N-GC04-120920-CCE	
Centennial Contractors Enterprises, Inc.	VA-EC-GC01-120920-CCE	
The Matthews Group	VA-E-GC04-120920-TMG	
S-Works Construction Corporation	VA-E-GC05-120920-SWC	
The Matthews Group	VA-N-GC02-120920-TMG	
Vigil Contracting, Inc.	VA-N-GC03-120920-VGL	
S-Works Construction Corporation	VA-N-GC05-120920-SWC	
F.H. Paschen, S.N. Nielsen & Associates, LLC	VA-W-GC02-120920-FHP	
Johnson-Laux Construction, LLC	VA-W-GC03-120920-JLC	
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F.H. Paschen, S.N. Nielsen & Associates, LLC	VA-WC-GC03-120920-FHP	
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