

**McLEOD COUNTY
BOARD OF COMMISSIONERS
MEETING MINUTES – April 19, 2016**

CALL TO ORDER

The regular meeting of the McLeod County Board of Commissioners was called to order at 9:00 a.m. by Chair Paul Wright in the meeting room at the Trailblazer Transit facility. Commissioners Nies, Shimanski, Nagel and Krueger were present. County Administrator Patrick Melvin, Administrative Assistant, Donna Rickeman, County Attorney Michael Junge and County Auditor-Treasurer Cindy Schultz were also present.

PLEDGE OF ALLEGIANCE

At the request of the Board Chair, all present recited the Pledge of Allegiance.

CONSIDERATION OF AGENDA ITEMS

- A) Add under Administration Item F: Consider appointment of Scott Grivna to work with Short Elliott Hendrickson Inc. (SEH) and approve the Master Agreement with SEH for surveying services related to the jail expansion and security project.
- B) Add under Auditor-Treasurer Item B: Consider approval of the Sale of Cigarette and other Tobacco Products License for Cactus Jacks II in Stewart, MN from May 1, 2016 through December 31, 2016.

Shimanski/Nagel motion carried unanimously to approve the agenda as revised.

CONSENT AGENDA

- A) April 5, 2016 Meeting Minutes and Synopsis.
- B) April 1, 2016 Auditor's Warrants.
- C) April 8, 2016 Auditor's Warrants.
- D) Approve the Sale of Cigarette and other Tobacco Products License for Casey's General Store #3505 in Stewart, MN from April 1, 2016 through December 31, 2016.
- E) Approve annual contract agreement between McLeod County and SafeAssure Consultants, Inc. (Willmar, MN) to provide annual OSHA safety training for a lump sum fee of \$3,677.10. This price has increased 2% (\$72.10) this year.
- F) Approve agreement with SafeAssure Consultants, Inc. (Willmar, MN) to provide annual OSHA safety training for the Highway Department for a lump sum fee of \$5,298.90.

Nagel/Nies motion carried unanimously to approve the consent agenda.

PAYMENT OF BILLS – COMMISSIONER WARRANT LIST

General Revenue	\$79,597.31
Road & Bridge	\$48,541.43
Solid Waste	\$149,568.47

Shimanski/Krueger motion carried unanimously to approve payment of bills totaling \$277,707.21 from the aforementioned funds.

ROAD AND BRIDGE –Highway Engineer John Brunkhorst

- A) John Brunkhorst requested award and contract approval of SAP 43-703-01, rehabilitation project on CSAH 103 in Biscay to WM Mueller & Sons (Hamburg, MN) for a grand total of \$168,897.19 with funding coming from State Aid.

Project will consist of approximately 5-6 blocks and will take place in June or July.

Other bids include: Duininck, Inc. (Prinsburg, MN) \$170,225.30; Knife River (Sauk Rapids, MN) \$183,541.18; Hard Drives (Rogers, MN) \$193,127.84.

The Highway Department believes this is a good bid and recommends award to WM Mueller & Sons.

Shimanski/Krueger motion carried unanimously to award and approve contract for SAP 43-703-01, rehabilitation project on CSAH 103 in Biscay to WM Mueller & Sons (Hamburg, MN) for a grand total of \$168,897.19 with funding coming from State Aid.

ASSESSORS OFFICE- Assessor Sue Schulz

- A) Sue Schulz requested approval to hire Clay Dodd for a preliminary appraisal for S J & F tax court petition for payable years 2013, 2014, 2015 at a cost not to exceed \$3,500 with funding coming from the 2016 Assessor budget.

Shimanski/Krueger motion carried unanimously to hire Clay Dodd for a preliminary appraisal for S J & F tax court petition for payable years 2013, 2014, 2015 at a cost not to exceed \$3,500 with funding coming from the 2016 Assessor budget.

HUMAN RESOURCES – Director Mary Jo Wieseler

A) Mary Jo Wieseler requested consideration of April 12, 2016 Personnel Recommendations.

1. Discuss Health Promotion Coordinator II position.

Recommendation: Approve reduction in hours for current Health Promotion Coordinator II (grade 25) from 40 to 20 so she can enroll in the PERA Phased Retirement Program. Approve hiring a Public Health Specialist (grade 25) to fill the 20 hour vacancy.

Shimanski/Krueger motion carried unanimously to reduce hours for current Health Promotion Coordinator II (grade 25) from 40 to 20 so she can enroll in the PERA Phased Retirement Program and to hire a Public Health Specialist (grade 25) to fill the 20 hour vacancy.

2. Discuss Social Services Supervisor responsibilities and emergency increase in hours for Social Worker.

No recommendation, there will be more discussion regarding number of employees supervisors oversee.

Recommendation: Approve for temporary increase in hours for part time staff in Mental Health Chemical Dependency Unit in Social Services due to medical leave of another employee.

Shimanski/Krueger motion carried unanimously to temporarily increase hours for part time staff in Mental Health Chemical Dependency Unit in Social Services due to medical leave of another employee.

3. Discuss responsibilities of Technical Specialist II in Recorder's Dept.

Recommendation: Re-grade one incumbent from Technical Specialist II (grade 12) in Recorder's Office to Technical Specialist IV (grade 15) due to employee permanently performing higher class responsibilities.

Shimanski/Krueger motion carried unanimously to re-grade one incumbent from Technical Specialist II (grade 12) in Recorder's Office to Technical Specialist IV (grade 15) due to employee permanently performing higher class responsibilities.

4. Discuss coverage in Veterans Office.

Recommendation: Request that staff from MN Dept. of Veterans Affairs assist in our Department while Veterans Service Officer and Assistant

Veterans Service Officer are out of the office June 6-10. Office support will also adjust schedule to be in office during that week.

Nies/Shimanski motion carried unanimously to request that staff from MN Dept. of Veterans Affairs assist in our Department while Veterans Service Officer and Assistant Veterans Service Officer are out of the office June 6-10. Office support will also adjust schedule to be in office during that week.

ENVIRONMENTAL SERVICES – Environmentalist Roger Berggren

- A) Roger Berggren requested approval of an agreement with Central Applicators Inc. (Foley, MN) to continue brush spraying in 18-20 miles of county ditches for 2016 at a rate of \$50.00 per hour per application unit, plus chemicals.

Krueger/Shimanski motion carried unanimously to approve an agreement with Central Applicators Inc. (Foley, MN) to continue brush spraying in 18-20 miles of county ditches for 2016 at a rate of \$50.00 per hour per application unit, plus chemicals.

PARKS – Director Al Koglin

- A) Al Koglin informed the board of an open house scheduled for May 9th from 5:30 to 7:00 p.m. at the Depot in Hutchinson for public input on the Dakota Trail Master Plan to be designated as a regional trail by the Greater Minnesota Regional Parks and Trails Commission. It was suggested by Commissioner Shimanski to have representation from the Greater Minnesota Regional Parks and Trails Commission at the open house.

Consider approval of the Dakota Trail Master Plan will be on the county board agenda May 17th.

AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz Ford

- A) Cindy Schultz Ford requested approval to set a Public Hearing of the Ditch Authority on County Ditch #22 for May 17th at 10:00 a.m. at the Lester Prairie City Hall to receive and review Engineer's Report.

Nagel/Krueger motion carried unanimously to set a Public Hearing of the Ditch Authority on County Ditch #22 for May 17th at 10:00 a.m. at the Lester Prairie City Hall to receive and review Engineer's Report.

- B) Cindy Schultz Ford requested approval of the Sale of Cigarette and other Tobacco Products License for Cactus Jacks II in Stewart, MN from May 1, 2016 through December 31, 2016.

Nies/Shimanski motion carried unanimously to approve the Sale of Cigarette and other Tobacco Products License for Cactus Jacks II in Stewart, MN from May 1, 2016 through December 31, 2016.

PLANNING AND ZONING – Administrator Larry Gasow

- A) Larry Gasow requested approval of Conditional Use Permit 16-09 requested by Calvin Dolezal on property owned by John Klaustermeier for salvaging and recycling of vehicles, white goods and similar products in Auditor's Plat Section 2 of Bergen Township.

The City Council of Lester Prairie met March 8, 2016 and had concerns which were addressed as conditions at the Planning Advisory Commission meeting on March 23, 2016.

The Board of Bergen Township met March 10, 2016 and had concerns of ground contaminates which were addressed at the Planning Advisory Committee meeting on March 23, 2016.

The Planning Advisory Committee recommended approval on March 23, 2016 with the following conditions:

1. Applicant shall obtain a permit from the Minnesota Pollution Control Agency (MPCA) as well as any other permits as required by other State, Federal and Local Agencies.
2. Copies of MPCA and EPA permits including inspection reports shall be provided to the County Zoning Administrator and to the City of Lester Prairie.
3. An Eight (8) foot steel fence, earth tone in color, shall be constructed all the way to the driveway (west side) with the height of the stored material not exceeding the height of the fence.
4. The gate must be moved to the west side and must have a lock.
5. The driveway must be inspected by the County Highway Department.
6. A \$50,000 Bond or Bank Letter of Credit shall be provided to the Zoning Office.
7. All recyclable materials must be kept inside the fenced in area or the accessory structure.
8. All conditions must be met by October 2016.

After further discussion, the County Board added the following conditions to Conditional Use Permit 16-09:

9. Maximum waste oil capacity shall be 500 gallons.

10. Maximum anti-freeze capacity shall be 500 gallons.

Nies/Krueger motion carried unanimously to approve Conditional Use Permit 16-09 requested by Calvin Dolezal on property owned by John Klaustermeier for salvaging and recycling of vehicles, white goods and similar products in Auditor's Plat Section 2 of Bergen Township with the addition of conditions 9 and 10 listed above and changes to condition 3.

COUNTY ADMINISTRATION

A) Pat Melvin requested consideration of April 12, 2016 Budget Committee Recommendations.

1. Consider request from Court Administration to pay for bringing in a consultant to evaluate the audio system in Courtroom 2 at an estimated cost of \$26,000.

Recommendation: Approve Court Administration to have an audio consultant visit Courtroom 2 with Scott Grivna and prepare a proposal at a cost not to exceed \$1,000.

Nagel/Shimanski motion carried unanimously to approve Court Services to have an audio consultant prepare a proposal with Scott Grivna for Courtroom 2 at a cost not to exceed \$1,000.

2. Consider setting 2017 budget directive to department heads and approving budget timeline.

Recommendation: Schedule a workshop with department heads from the larger departments for April 19, time to be determined based on earlier Social Services meeting.

B) Donna Rickeman requested appointment of Dr. Randy Jurgenson to the McLeod County Extension Committee replacing Marion Filk.

Nies/Nagel motion carried unanimously to appoint Dr. Randy Jurgenson to the McLeod County Extension Committee to replace Marion Filk.

Nies/Shimanski motion carried unanimously to appoint Commissioner Krueger as the primary delegate on Pac t for Families and Commissioner Nies as alternate.

C) Pat Melvin requested approval of workshop agenda items scheduled for May 3rd including: Bonding for county drainage projects and Public Health update.

Shimanski/Krueger motion carried unanimously to approve workshop agenda items scheduled for May 3rd including: Bonding for county drainage projects and Public Health update.

D) Pat Melvin led discussion on the possibility of switching from the current Sibley/McLeod health insurance pool to the proposed PrimeHealth employee insurance. Some notable differences between the two include the PrimeHealth Plan consisting of all H.S.A. plans, age banding for insuring the spouse and having H.S.A. dollars that carry over, if not used, from year to year. The County's current options include two H.S.A. plans, one single and one family, and four deductible plans. One of the benefits of transitioning to PrimeHealth is that it consists of 12 additional counties allowing the risk to be spread across a larger number of employees while on the other hand the McLeod/Sibley health insurance plan has been in place for many years and has a proven track record.

McLeod county employees present expressed their concerns about the increased cost associated with switching to PrimeHealth. Currently with the McLeod/Sibley H.S.A. plan employees pay a deductible of \$1,800 after spending their \$1,200 H.S.A. money and with the comparable PrimeHealth plan employees could pay an out-of-pocket of \$4,200 after spending their \$1,350 in H.S.A. and \$1,000 in plan dollars.

Some employees in the audience asserted that it would cost the county an additional \$197,000, above and beyond what the County is already paying, to ensure that employees did not see an increase during the first year's transition to PrimeHealth.

Commissioner Shimanski pointed out that based on a ten year history of the bronze plan, which is considered to be the baseline plan for the County, the health insurance costs have increased 4.6%, and the H.S.A. has increased by 3.9%. He pointed to the fact that the McLeod/Sibley Health Insurance pool is running some deficits with regards to premium dollars not covering the total cost of claims and in 2015 had claims in excess of premiums by over \$200,000. He pointed out that it's not only about the premium, its about the structure and long term success of the plan.

There were some questions for Pat Melvin about where Sibley County was at in considering joining PrimeHealth, since the offer had been made that they could join being an an existing partner of McLeod County. Pat Melvin indicated from discussions with the Sibley County Administrator he felt Sibley County was interested in remaining with McLeod County and that they were not fully supportive of starting up new with PrimeHealth. The

Commissioners felt there should be more discussion with Sibley as we consider this option.

Wright/Nagel motion carried to continue with Sibley/McLeod health insurance pool.

Shimanski/Krueger motion carried to table motion of continuing with Sibley/McLeod health insurance pool or switching to PrimeHealth employee insurance until May 17th to give Administration time to gather employee input.

Roll Call Vote: Nies - Yes, Krueger - Yes, Nagel – No, Shimanski – Yes, Wright – No.

E) Pat Melvin requested appointment of Scott Grivna to work with Short Elliott Hendrickson Inc. (SEH) and approve the Master Agreement with SEH for surveying services related to the jail expansion and security project.

Krueger/Wright motion carried unanimously to appoint Scott Grivna to work with Short Elliott Hendrickson Inc. (SEH) and approve the Master Agreement with SEH for surveying services related to the jail expansion and security project pending county attorney approval.

F) Paul Wright requested adoption of Resolution 16-CB-17 Recognition of National Correctional Officer's Week from May 1st thru May 7th 2016.

Nagel/Shimanski motion carried unanimously to adopt Resolution 16-CB-17 Recognition of National Correctional Officer's Week from May 1st thru May 7th 2016.

Nies/Shimanski motion carried unanimously to recess at 11:30 a.m. until 9:00 a.m. May 3, 2016 at the Glencoe City Center.

ATTEST:

Paul Wright, Board Chair

Patrick Melvin, County Administrator