

**McLEOD COUNTY  
BOARD OF COMMISSIONERS  
MEETING MINUTES – August 2, 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 at the Glencoe City Center. 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 C: Consider approval to hire a Tri Star Social Worker (Grade 22) due to resignation.
- B) Add under Administration Item D: Consider setting a closed meeting to discuss 2017 negotiations for 9:30 AM on August 5<sup>th</sup> and 10:00 AM on August 10<sup>th</sup> at the Solid Waste facility.

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

**CONSENT AGENDA**

- A) July 19, 2016 Meeting Minutes and Synopsis.
- B) July 15, 2016 Auditor's Warrants.
- C) July 22, 2016 Auditor's Warrants.
- D) Approve the 2016 Emergency Management Performance Grant (EMPG) agreement which is received every year. Grant amount this year is \$25,127.
- E) Approve contract to continue use of City of Hutchinson fiber to the Extension Office.
- F) Approve contract to continue use of City of Hutchinson fiber to the Solid Waste Building.
- G) Approve the purchase of 2 desktop computers at \$629 each and 1 monitor at \$177.21 for the Highway/GIS Department for a total of \$1435.21 from SHI (Sumerset, NJ) with funding coming from the Compliance Fund.

**Nies/Wright motion carried unanimously to approve the consent agenda.**

## **PAYMENT OF BILLS – COMMISSIONER WARRANT LIST**

General Revenue Fund	\$95,028.99
Road & Bridge Fund	\$7,713.00
Solid Waste Fund	\$19,880.22

**Shimanski/Nies motion carried unanimously to approve payment of bills totaling \$122,622.21 from the aforementioned funds.**

### **PUBLIC HEALTH – Allie Freidrichs Director Meeker-McLeod-Sibley Community Health Services**

- A) Allie Freidrichs requested approval of amended Meeker-McLeod-Sibley Community Health Board Joint Powers Agreement.

On July 14, 2016, the Meeker-McLeod-Sibley (MMS) Community Health Board reviewed the amended Joint Powers Agreement for Meeker, McLeod and Sibley counties and made a recommendation that each County Board review and approve the amended Joint Powers Agreement.

Revisions and updates to the Joint Powers Agreement occurred through the work of the Meeker-McLeod-Sibley Community Health Board Governance Committee with the assistance of Scott Lepak, attorney/consultant, who was contracted by the MMS Community Health Board.

Revisions include updates based on state statute and liability concerns identified by Minnesota Counties Intergovernmental Trust.

**Nagel/Shimanski motion carried unanimously to approve the amended Meeker-McLeod-Sibley Community Health Board Joint Powers Agreement.**

**Wright/Nies motion carried unanimously to appoint Commissioner Shimanski and Commissioner Nagel to the Meeker-McLeod-Sibley Community Health Board.**

**Shimanski/Nagel motion carried unanimously to appoint Commissioner Krueger as an alternate to the Meeker-McLeod-Sibley Community Health Board.**

- B) Allie Freidrichs requested approval of out-of-state travel for Kerry Ward – Public Health Educator to attend the Open Forum for Quality Improvement (QI) in Public Health in Salt Lake City, Utah, October 6th and 7th, 2016. Training registration cost along with travel expenses will be paid for out of the Meeker-McLeod-Sibley Community Health Services training budget.

The Open Forum is sponsored by the Robert Wood Johnson Foundation and convenes leaders and practitioners representing key organizations and investments shaping quality in public health today. These public health practitioners meet to share resources, tools, and experiences. Kerry is an integral part of the Performance Management work for Community Health Services (CHS) and this would strengthen her skills and broaden her network for people and resources to help her do her work. Kerry is the liaison between the CHS Teams and the Management Team and CHS Board in regards to working with the teams to provide performance management goals that are data driven and is used to report back to the Management Team, the Community Health Board (CHB) and the public about the work we are doing, the progress we are making (especially related to data) and how anyone is better because of it..

**Nies/Shimanski motion carried unanimously to approve out-of-state travel for Kerry Ward – Public Health Educator to attend the Open Forum for Quality Improvement (QI) in Public Health in Salt Lake City, Utah, October 6th and 7th, 2016.**

#### **INFORMATION TECHNOLOGY – Director Vince Traver**

- A) Vince Traver requested approval of Memorandum of Agreement with Carver County to join other counties in purchasing Adobe Acrobat at a lower rate.

McLeod County currently has 120 licenses; the savings for each user license over the three years is \$281.

The agreement is for three years after which Carver County will negotiate pricing again. Adobe Acrobat is used to create and edit PDF documents. There are a large number of documents created at DHS for Public Health and Social Services that end users have to deal with. The majority of end users are on version 9 which is no longer supported.

**Shimanski/Krueger motion carried unanimously to approve the Memorandum of Agreement with Carver County to join other counties in purchasing Adobe Acrobat at a lower rate.**

#### **HUMAN RESOURCES – Director Mary Jo Wieseler**

- A) Mary Jo Wieseler requested approval of an agreement with Hire Image (Mankato, MN) to perform background checks.

The benefits include: candidate is allowed to complete their own authorization, lower cost, quick turnaround and more test options to offer.

**Wright/Nagel motion carried unanimously to approve the agreement with Hire Image (Mankato, MN) to perform background checks.**

**ENVIRONMENTAL SERVICES – Environmental Technician Emily Gable**

- A) Emily Gable requested adoption of Resolution 16-CB-27 and implementation of a one year extension for the Minnesota Clean Water Partnership Project Loan Agreement as Project and Loan Sponsor along with the Minnesota Pollution Control Agency (MPCA) to conduct the High Island Creek-McLeod County Subsurface Sewage Treatment Systems (SSTS) Project identified as Loan Agreement No. SRF0273.

**Wright/Krueger motion carried unanimously to adopt Resolution 16-CB-27 and implement a one year extension for the Minnesota Clean Water Partnership Project Loan Agreement as Project and Loan Sponsor along with the Minnesota Pollution Control Agency (MPCA) to conduct the High Island Creek-McLeod County Subsurface Sewage Treatment Systems (SSTS) Project identified as Loan Agreement No. SRF0273.**

**PLANNING & ZONING –Administrator Larry Gasow**

- A) Larry Gasow requested approval of an Application for Licenses for Assemblage of Large Numbers of People for the Annual St. Mary's Craft Beer Festival scheduled for Saturday, September 10, 2016 in Winsted on the site of the Winstock Festival.

The assembly will be a one day event on September 10th from the hours of 2:00 p.m. to 6:00 p.m. There will be food and live music provided on site. A Large Assembly License is required at the time of more than 500 people when alcohol is served; the attendance is expected to be approximately 750 persons.

The purpose is to raise funds to help support St. Mary's Care Center in Winsted, MN. St. Mary's provides long term, short term and memory care in its facility. This event is a major fundraiser in their Foundations annual budget. St. Mary's Care Center is a non-profit religious organization under the Benedictine Healthy System.

Also requested is an Application and Permit for one day Temporary On-Site Liquor License from the City of Winsted, McLeod County and the State of Minnesota.

Required signatures have been received from Rev. Anthony Stubeda, Pastor Church of the Holy Trinity, Lisa Bayerl, Clerk of Winsted Township, Steve

Stotko, Mayor City of Winsted, Larry Gasow, McLeod County Zoning Administrator, Scott Rehmann McLeod County Sheriff.

**Shimanski/Krueger motion carried unanimously to approve an Application for Licenses for Assemblage of Large Numbers of People for the Annual St. Mary's Craft Beer Festival scheduled for Saturday, September 10, 2016 in Winsted on the site of the Winstock Festival.**

## **COUNTY ADMINISTRATION**

A) Pat Melvin requested approval to appoint Kevin Miller to replace Herman Miller on High Island Watershed District.

**Krueger/Wright motion carried unanimously to approve appointment of Kevin Miller to replace Herman Miller on High Island Watershed District.**

B) Pat Melvin requested setting a closed meeting following the Board Workshop to conduct Pat Melvin's Performance Review.

**Nagel/Krueger motion carried unanimously to set a closed meeting following the Board Workshop to conduct Pat Melvin's Performance Review.**

C) Pat Melvin requested approval to hire a Tri Star Social Worker (Grade 22) due to resignation.

**Nagel/Shimanski motion carried unanimously to hire a Tri Star Social Worker (Grade 22) due to resignation.**

D) Pat Melvin requested setting closed meetings to discuss 2017 negotiations for 9:30 AM on August 5<sup>th</sup> and 10:00 AM on August 10<sup>th</sup> at the Solid Waste facility.

**Krueger/Shimanski motion carried unanimously to set closed meetings to discuss 2017 negotiations for 9:30 AM on August 5<sup>th</sup> and 10:00 AM on August 10<sup>th</sup> at the Solid Waste facility.**

**Nagel/Krueger motion carried unanimously to recess at 9:54 a.m. until 9:00 a.m. August 16, 2016 at the Glencoe City Center.**

ATTEST:

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Paul Wright, Board Chair

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Patrick Melvin, County Administrator