

**McLEOD COUNTY
BOARD OF COMMISSIONERS
MEETING MINUTES – July 5, 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.

Recognition of Dave Aul's retirement and presentation of a plaque in appreciation for his twenty years of service to the McLeod County Building Maintenance Department from April 8, 1996 through July 18, 2016.

CONSIDERATION OF AGENDA ITEMS

Nagel/Krueger motion carried unanimously to approve the agenda.

CONSENT AGENDA

- A) June 13, 2016 Board of Appeal & Equalization Meeting Minutes.
- B) June 21, 2016 Meeting Minutes and Synopsis.
- C) June 17, 2016 Auditor's Warrants.
- D) June 24, 2016 Auditor's Warrants.
- E) Approve Conditional Use Permit 16-16 requested by Kyle Peik for an accessory structure to be greater than 2,400 square feet (65' X 81' X 16') on a platted lot to be used for cold storage and to be located within 10.54 Acres - Deer Haven Acres, Lot-001 Block-001 in Section 2 of Collins Township. The Collins Township Board recommended approval on June 9, 2016. The Planning Advisory Committee unanimously recommended approval on June 22, 2016.

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

PAYMENT OF BILLS – COMMISSIONER WARRANT LIST

General Revenue	\$22,951.59
Road & Bridge	\$19,791.86
Solid Waste	\$42,282.27

Shimanski/Krueger motion carried unanimously to approve payment of bills totaling \$85,025.72 from the aforementioned funds.

ASSESSORS OFFICE - Assessor Sue Schulz

- A) Sue Schulz requested approval of tax court settlement with Menards for payable 2013 to reduce estimated market value payable 2013 from \$6,918,300 to \$6,500,000.

Nies/Nagel motion carried unanimously to authorize County Attorney Mike Junge to sign tax court settlement offer concerning Menards to reduce estimated market value payable 2013 from \$6,918,300 to \$6,500,000.

- B) Sue Schulz requested approval to hire an appraiser for tax court appeal with City West concerning the empty Telex building in Glencoe for payable year 2014 at a cost of \$20,000.

Nies/Shimanski motion carried unanimously to approve hiring an appraiser for tax court appeal with City West concerning the empty Telex building in Glencoe for payable year 2014 at a cost of \$20,000 with \$12,000 coming from the Assessors 2016 budget and \$8,000 coming from reserves.

- C) Sue Schulz requested approval to purchase folder inserter from Neopost to be used for bulk mailings for a cost of \$3087.00 with finding coming from the compliance fund.

Shimanski/Krueger motion carried unanimously to approve the purchase of a folder inserter from Neopost to be used for bulk mailings for a cost of \$3087.00 with finding coming from the compliance fund.

PUBLIC HEARING - County Ditch 22

- A) Chuck Vermeersch, SEH Project Manager, was present to answer any questions related to the timeline of County Ditch 22 which are as follows:
- Petition to repair County Ditch 20 was filed on June 18, 2015.
 - SEH, Inc. was appointed as the Engineer and ordered to examine drainage system and make a repair report on August 18, 2015.

- Drainage Authority received and approved the Engineer's Report, determined the findings and ordered the repair on said drainage ditches on May 17, 2016.
- Repair bids were accepted on June 27, 2016.

Repair bids included: Hutton Inc. (West Concord, MN) \$79,185.50; Wuetherich Drainage, Inc. (Norwood Young America, MN) \$87,795.00; Ellingson Drainage (West Concord, MN) \$96,640.00; Ag Tech Drainage (Sauk Centre, MN) \$106,874.00; Brey Tiling (Marshall, MN) \$124,610.00; Hodgman Drainage Company, Inc. (Claremont, MN) \$135,648.50; R&R Excavating, Inc. (Hutchinson, MN) \$147,038.93; Northdale Construction Company, Inc. (Albertville, MN) \$171,911.00.

Nagel/Nies motion carried unanimously to award bid to Hutton Inc. (West Concord, MN) at \$79,185.50.

Nagel/Shimanski motion carried unanimously to adopt Resolution 16-CB-26 for financing repair project.

MCLEOD COUNTY EMERGENCY FOOD SHELF –Secretary Lloyd Graupmann

- A) Lloyd Graupmann presented background information on McLeod Emergency Food Shelf (MEFS) which serves any and all needy patrons out of McLeod County's 34,898 residents who may be seeking assistance in satisfying food security as well as other basic needs and/or services. In 2015, over 5,432 people used MEFS at least once. That equals to slightly more than 15% of McLeod County residents who wondered where their next meal was coming from. MEFS also partners with numerous local social service agencies which provide additional service and support during times of need.

McLeod County Emergency Food Shelf is requesting funding from McLeod County of \$44,000. In the past MEFS was able to invest its donated cash into long-term certificates of deposit. Those reserves have been used up as the food shelf bought food it needed to serve the public.

After further discussion, it was determined that this request will be brought forward to the budget committee.

PUBLIC HEALTH – Director Jennifer Hauser

- A) Jennifer Hauser requested approval of the Clinical Learning Experience Agreement between the State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Metropolitan State University and McLeod County Public Health.

This Agreement is effective when fully executed and shall remain in effect until 6/30/2021. The purpose of this Memorandum of Agreement is to outline the terms of the Public Health nursing clinical learning experience for Metropolitan State University and McLeod County Public Health.

Shimanski/Nies motion carried unanimously to approve the Clinical Learning Experience Agreement between the State of Minnesota, acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Metropolitan State University and McLeod County Public Health.

EXTENSION – Program Leader Nathan Winter

- A) Nathan Winter requested approval to purchase a new copier from Metro Sales Inc. (Mankato, MN) at a cost of \$10,156.00 with funding coming from the 2016 Extension budget.

McLeod County Extension will be able to absorb the cost of the copier in this fiscal year through two sources:

- 1) Payment from University of Minnesota for space use for the Latino Financial Literacy (LTL) program - \$5,400
- 2) Contract savings for Nathan Winter's position. Nathan will be transitioning to a statewide role in Extension, and we are in the process of hiring his replacement. However, the position will be vacant for approximately one month's time with no backfill (though we do have a plan for taking care of County ag and hort needs in the interim). Approximate contracts savings - \$5,000

The current machine is 8 years old, and the office is charged per copy at a rate that is unsustainable for the County. In addition, the machine is no longer working at optimal levels, requiring heavier (and more expensive) paper, etc.

Nagel/Shimanski motion carried unanimously to approve the purchase of a new copier from Metro Sales Inc. (Mankato, MN) at a cost of \$10,156.00 with funding coming from the 2016 Extension budget.

ATTORNEYS OFFICE – County Attorney Mike Junge

- A) Mike Junge requested approval for Investigator Jim Nielsen to attend the United Council of Welfare Fraud (UCOWF) in Cleveland, OH October 18-20. Airfare, conference registration and lodging paid for by MN Fraud Investigators' Association.

Nagel/Krueger motion carried to approve Investigator Jim Nielsen to attend the United Council of Welfare Fraud (UCOWF) in Cleveland, OH October 18-20. Airfare, conference registration and lodging paid for by MN Fraud Investigators' Association.

- B) Mike Junge presented the annual 2015 McLeod County Attorney's Office Report. He informed the Board that the total number of charges in 2015 was up slightly at 276 compared with 258 charges the year before. He highlighted the money that had been recovered from his department looking into 69 Medical Assistance Claims of which a portion is returned to the County. In 2015 this dollar value was \$95,219.46.

In 2015 Misdemeanor and Petty Misdemeanor charges were 440 up from 416 in 2014. Juvenile charges were down in 2015 were down at 205 compared with 231 charges the year before. Total new child support files opened in 2015 was 45.

COUNTY ADMINISTRATION

- A) Pat Melvin requested consideration of June 22, 2016 Budget Committee Recommendations.

1. Consider quotes for installation of additional lighting for parking lot expansion at Health and Human Services Facility. August Electric Inc. of Kimball quoted \$17,300. AKO Electric out of Glencoe quoted \$9,997.25.

Recommendation is to accept second bid for \$9,997.25 to be paid for from Health and Human Services bonding money.

Nies/Nagel motion carried unanimously to accept bid of \$9,997.25 from AKO Electric (Glencoe, MN) for installation of additional lighting for parking lot expansion at Health and Human Services Facility with funding coming from Health and Human Services bonding money.

2. Consider setting schedule for Budget Committee review of 2017 Department budgets. There was discussion about available dates for the Budget Committee to review the 2017 budgets and Administration will work to schedule meetings.

- B) Pat Melvin notified the board of the upcoming Association of Minnesota Counties Free Regional Buffer Workshops to be held in August.

Nies/Shimanski motion carried unanimously to recess at 10:20 a.m. until 9:00 a.m.
July 19, 2016 at the Glencoe City Center.

ATTEST:

Paul Wright, Board Chair

Patrick Melvin, County Administrator