

**McLEOD COUNTY  
BOARD OF COMMISSIONERS  
MEETING MINUTES – May 31, 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 Shimanski, Nagel and Krueger were present. Commissioner Nies had an excused absence. 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.

**EMPLOYEE RECOGNITION**

Appreciation of Detective Joe Oliver's dedicated service and presentation of a plaque in appreciation for his eighteen years of service to the McLeod County Sheriff's Department from March 16, 1998 through June 1, 2016.

**CONSIDERATION OF AGENDA ITEMS**

- A) Add under Administration Item C: Consider affirming the prior approval of the McLeod County Welfare and Social Services Committee to enable access of the Health and Human Services (HHS) Building Bond funds as structural enhancement to the building for the window tinting that has been installed for up to \$4,000.00.

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

**CONSENT AGENDA**

- A) May 17, 2016 Meeting Minutes and Synopsis.
- B) May 13, 2016 Auditor's Warrants.
- C) May 20, 2016 Auditor's Warrants.
- D) Approve an application and permit for a 2 day temporary on-sale liquor license for Hutchinson Center for the Arts for the Minnesota Pottery Festival for their event being held on July 23-24, 2016 on the grounds of Clay Coyote Pottery & Gallery, 17614 240<sup>th</sup> St., Hutchinson, MN.

**Shimanski/Krueger motion carried unanimously to approve the consent agenda.**

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

General Revenue	\$60,875.28
Road & Bridge	\$17,282.88
Solid Waste	\$14,733.96
Human Service Fund	\$512.00
Special Revenue Fund	\$1,170.00

**Shimanski/Krueger motion carried unanimously to approve payment of bills totaling \$94,574.12 from the aforementioned funds.**

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

- A) Vince Traver requested approval to purchase two Engineering workstations for \$1,199.00 each Quote AAAQ80376 from Bytespeed (Moorhead, MN) and one standard desktop pc from state contract for \$629.00 for the Environmental Services office with funding coming from the Compliance Fund.

The quoted machines beat the state contract price. The pcs are up for renewal and the Environmental office use their pcs for Land Records data. Combining two pcs into one so only replace three instead of the four Environmental Services currently have.

**Nagel/Krueger motion carried unanimously to approve the purchase of two Engineering workstations for \$1,199.00 each Quote AAAQ80376 from Bytespeed (Moorhead, MN) and one standard desktop pc from state contract for \$629.00 for the Environmental Services office with funding coming from the Compliance Fund.**

## **DEPARTMENT OF NATURAL RESOURCES – Supervisor Joe Stangel**

- A) Joe Stangel notified the board Pheasants Forever has received an appropriation from the Legislature as recommended by the Lessard-Sams Outdoor Heritage Council to purchase an 8.74-acre State Wildlife Management Area (WMA) within your county described as: Township 114 North, Range 29 West.

The owner of this property is very interested in seeing their land conserved as wildlife habitat and available for public use.

Whereas, a county board resolution is required for MN-DNR Wildlife Management Area direct acquisitions, donations of WMA land by conservation groups like Pheasants Forever utilizing Lessard-Sams Outdoor Heritage (Legacy) Council funding requires county board notification. State

of Minnesota PILT payments will be made to McLeod County when this parcel becomes state WMA land. Pheasants Forever intend to donate this parcel to the Minnesota DNR, Section of Wildlife as Bakers Lake WMA Addition in Penn Township.

**Wright/Krueger motion carried unanimously to acknowledge notification from Department of Natural Resources on appropriation from the Legislature as recommended by the Lessard-Sams Outdoor Heritage Council to purchase an 8.74-acre State Wildlife Management Area (WMA).**

#### **PUBLIC HEARING - County Ditch 26 and County Ditch 27**

- A) Justin Black, SEH Project Manager, was present to answer any questions related to the timeline of County Ditch 26 & 27 which are as follows:
- The Drainage Authority approved repair of County Ditch No. 26 and County Ditch No. 27 in April of 2015.
  - SEH, Inc. was appointed as the Engineer and ordered to examine drainage system and make a repair report.
  - Drainage Authority received and approved the Engineer's Report, determined the findings and ordered the repair on said drainage ditches on Tuesday, February 16, 2016.
  - Repair bids were accepted on May 11, 2016.

Repair bids included: Ed Rettman Jr. Excavating (Hutchinson, MN) \$78,893.30; Wuetherich Drainage, Inc. (Norwood Young America, MN) \$83,250.00; Rickert Excavating, Inc. (Glencoe, MN) \$85,976.25; Hutton Inc. (West Concord, MN) \$134,308.75; Northland Excavating, Inc. (Buffalo, MN) \$165,745.00; Luedtke Contracting (Hutchinson, MN) \$165,750.00; Selly Excavating, Inc. (Le Center, MN) \$169,735.00; Hodgman Drainage Company, Inc. (Claremont, MN) \$202,275.00.

**Shimanski/Krueger motion carried unanimously to award bid to Ed Rettman Jr. Excavating (Hutchinson, MN) at \$78,893.30.**

**Wright/Krueger motion carried unanimously to adopt Resolution 16-CB-20 relating to financing of certain proposed projects to be undertaken by the county establishing compliance with reimbursement bond regulations under the internal revenue code.**

**Wright/Shimanski motion carried unanimously to approve Supplemental Letter of Agreement with Short Elliot Henderson Inc. (SEH) with scope of project to include construction administration, construction staking and construction observation.**

**MCLEOD COUNTY HISTORICAL SOCIETY – Executive Director Lori Pickell-Stangel**

- A) Lori Pickell-Stangel requested approval of a McLeod County Historic Partnership Community Outreach position at a cost of \$20,267.00.

The McLeod County Historical Society received a legacy fund grant to help them form a collaborative partnership between the county historical society and similar community groups in the county. The original grant was for one year only, and to help fund the position to get the ball rolling on collaborative efforts between the groups.

The goal is to have the position an ongoing one, especially as many communities would like to start their own historic groups or have help with preservation or grant writing. After further research, it was determined that legacy funds cannot fund ongoing positions, ongoing funding would have to come through the county.

**Krueger/Shimanski motion carried unanimously to table until June 21<sup>st</sup> board meeting until further details of the position can be discussed.**

## **COUNTY ADMINISTRATION**

- A) Pat Melvin requested consideration of May 24, 2016 Budget Recommendations.

1. Consider options for funding part-time seasonal position to assist with elections in Auditor-Treasurer Department.

**Recommendation: Auditor-Treasurer will cover part-time seasonal position expenses with annual budget savings which are the result of being understaffed and wage differences. Additional funding if need needed will be considered.**

**Shimanski/Krueger motion carried unanimously to allow Auditor-Treasurer to cover part-time seasonal position expenses with annual budget savings which are the result of being understaffed and wage differences.**

2. Discussion with Public Health regarding budget options.

**Public Health Director Jennifer Hauser reviewed with the Committee some options for reducing the 2017 Public Health budget.**

- B) Pat Melvin requested approval of upcoming June workshop agenda items including: Long-range county goals and long-range Human Resource goals. After further discussion the following items were added: Agricultural Bag

Program at Solid Waste, Trailblazer discussion, excessive soil loss complaints and additional details in regards to fluctuation in hours of employees.

**Nagel/Shimanski motion carried unanimously to approve June workshop agenda items as revised.**

- C) Paul Wright requested approval to affirm prior approval of the McLeod County Welfare and Social Services Committee to enable access of the Health and Human Services (HHS) Building Bond funds as structural enhancement to the building for the window tinting that has been installed for up to \$4,000.00.

After further discussion, capital improvement funds cannot be used because the product does not have a useful life of 10 years or more. Funding for this project should come from the Social Services budget, therefore no board action was required.

**Shimanski/Nagel motion carried unanimously to adjourn at 10:40 a.m. until 9:00 a.m. June 7, 2016 at the Glencoe City Center.**

ATTEST:

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Paul Wright, Board Chair

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Patrick Melvin, County Administrator