

**McLEOD COUNTY  
BOARD OF COMMISSIONERS  
MEETING MINUTES – May 3, 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 A: Consider approval to fill a full-time vacancy for a Technical Clerk (grade 12) in Public Health due to resignation. Post internally to fill this vacancy and approve to fill resulting vacancy.
- B) Remove under Auditor-Treasurer Item B: Consider approving McLeod County to up front the cost for Glencoe City Water and Sewer hookup services for properties located in Glencoe Township at 9604 Hwy 22 (PID #04.010.0950) owner Dostal and 9524 Hwy 22 (PID #04.010.1200) Gruenhagen with repayment back to McLeod County by Special Assessment.

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

**CONSENT AGENDA**

- A) April 19, 2016 Meeting Minutes and Synopsis.
- B) April 15, 2016 Auditor's Warrants.
- C) April 22, 2016 Auditor's Warrants.

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

**PAYMENT OF BILLS – COMMISSIONER WARRANT LIST**

General Revenue	\$87,013.25
Road & Bridge	\$8,783.52
Solid Waste	\$66,781.83

**Shimanski/Krueger motion carried unanimously to approve payment of bills totaling \$162,578.60 from the aforementioned funds.**

**ASSESSORS OFFICE- Assessor Sue Schulz**

A) Sue Schulz requested approval of tax court settlement with SJF on parcels 14.011.1200, 21.011.1300, 14.011.0315 and 21.011.1400.

- Parcel 14.011.1200 payable 2013 market value reduced from \$88,000 to 72,400; payable 2014 market value reduced from \$85,900 to 72,400; payable 2015 market value reduced from \$85,900 to 72,400; payable 2016 market value reduced from \$85,900 to 72,400.
- Parcel 21.011.1300 payable 2013 market value reduced from \$10,600 to 7,300; payable 2014 market value reduced from \$8,800 to 7,300; payable 2015 market value reduced from \$8,800 to 7,300; payable 2016 market value reduced from \$8,800 to 7,300.
- Parcel 14.011.0315 payable 2013 market value reduced from \$465,400 to 225,600; payable 2014 market value reduced from \$435,000 to 225,600; payable 2015 market value reduced from \$435,000 to 225,600; payable 2016 market value reduced from \$435,000 to 225,600.
- Parcel 21.011.1400 payable 2013 market value reduced from \$537,700 to 450,700; payable 2014 market value reduced from \$494,600 to 450,700; payable 2015 market value reduced from \$494,600 to 450,700; payable 2016 market value reduced from \$494,600 to 450,700.

**Shimanski/Krueger motion carried unanimously to authorize County Attorney Mike Junge to sign tax court settlement offer on parcels 14.011.1200, 21.011.1300, 14.011.0315 and 21.011.1400 owned by SJF as listed above.**

B) Sue Schulz requested approval of tax court settlement with Keith Kamrath on parcel 23.050.3000 to reduce estimated market value payable 2016 from \$524,400 to \$404,500.

**Nagel/Shimanski motion carried unanimously to authorize County Attorney Mike Junge to sign tax court settlement offer on parcel 23.050.300 owned by Keith Kamrath to reduce estimated market value payable 2016 from \$524,400 to \$404,500.**

C) Sue Schulz requested approval of tax court settlement with Jay Baird on parcel 14.004.0350 to reduce estimated market value payable 2016 from \$549,800 to \$368,400.

**Shimanski/Krueger motion carried unanimously to authorize County Attorney Mike Junge to sign tax court settlement offer on parcel 14.004.0350 owned by Jay Baird to reduce estimated market value payable 2016 from \$549,800 to \$368,400.**

**ROAD AND BRIDGE –Highway Engineer John Brunkhorst**

- A) John Brunkhorst requested approval to purchase a new Ricoh MP C5503 (color copier/printer/scanner/fax) from Metro Sales, Inc. Mankato, MN for \$12,895 (State Contract) with funding coming from the Compliance Fund.

There is no trade value for the old copier. It is approximately 8 years old.

**Nies/Nagel motion carried unanimously to approve the purchase of a new Ricoh MP C5503 (color copier/printer/scanner/fax) from Metro Sales, Inc. Mankato, MN for \$12,895 (State Contract) with funding coming from the Compliance Fund.**

- B) John Brunkhorst requested award for CP 16-000-01 (countywide pavement marking) and base bid plus alternate for CP 16-000-02 (sealcoat on various County roads and Solid Waste Facility parking lot) to Scott Construction (Lake Delton, WI) for a total of \$419,425.06. Base bids of \$399,436.06 will be funded by 2016 highway budget and alternate bid of \$19,989.00 will be funded by the Solid Waste Abatement Fund.

Bids were opened on 4/28/16. The Scott Construction bid was approximately 20% (\$103,714) under the engineer's estimate.

Engineering believes this is a good bid and recommends award.

Other bids for project include: Astech Corporation (St Joseph, MN) \$448,952.05, Morris Sealcoat and Trucking (Morris, MN) \$482,541.48 and Allied Blacktop (Maple Grove, MN) \$569,004.83.

**Nies/Krueger motion carried unanimously to approve the bid for CP 16-000-01 (countywide pavement marking) and base bid plus alternate for CP 16-000-02 (sealcoat on various County roads and Solid Waste Facility parking lot) to Scott Construction (Lake Delton, WI) for a total of \$419,425.06. Base bids of \$399,436.06 will be funded by 2016 highway budget and alternate bid of \$19,989.00 will be funded by the Solid Waste Abatement Fund.**

**Nies/Krueger motion carried unanimously to recess the county board meeting and open the public hearing on the McLeod County Trails Plan.**

**PUBLIC HEARING - McLeod County Trails Plan**

A) Matt Johnson from Mid-Minnesota Development Commission requested approval of the McLeod County Trails Plan. He has been assisting a local committee in drafting the McLeod County Trails Plan over the past 10 months. The preprimary purpose of the McLeod County Trails Plan is to guide development and maintenance of a county-wide network of trails to serve the needs of residents and visitors.

Several residents were in attendance that are in opposition of the plan and discussed concerns related to funding of the trails, maintenance associated with trails, whether condemnation or eminent domain processes will be used to acquire property, lack of proven benefits from already existing trails, vandalism of private property and damage caused by trail construction.

Several residents were in attendance that are in favor of the plan and discussed the positives including health benefits, safety the trails would provide to travelers on foot or bike, increased revenue to local businesses, attraction of additional residents, potential increase in jobs and access to legacy dollars that wouldn't be available without a trails plan.

Commissioner Krueger reminded everyone that this is only a plan and is not committing McLeod County to spend any dollars on trails.

**Nies/Nagel motion carried unanimously to close Public Hearing.**

**Nagel/Nies motion carried unanimously to approve the McLeod County Trails Plan.**

**Krueger/Shimanski motion carried to amend the motion to include any future changes or modifications to the plan come before the board on the agenda with ample public notice.**

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

#### **PLANNING AND ZONING – Administrator Larry Gasow**

A) Larry Gasow requested approval of Mining Conditional Use Permit 16-13 requested by Rickert Excavating on property owned by Neil Eggersgluess and Bob Kunkel for mining, processing, screening and stockpiling of gravel and granular materials on approximately 20.00 acres within 80.00 acres of the W ½ of the SW ¼ in Section 36 of Sumter Township.

The Board of Sumter Township recommended approval on April 14, 2016 for the proposed mining operation and designated haul routes.

The Planning Advisory Committee recommended approval on April 27, 2016 with the following conditions:

1. The hours of operation shall be Monday through Friday, 7:00 AM to 7:00 PM. Saturday hours shall be 7:00 AM to 12 PM. If additional time is needed, applicant shall call the Zoning Office.
2. A letter of credit or bond in the amount of \$20,000 shall be submitted to the Zoning Office.
3. No wetland or floodplain impacts shall take place unless prior approval from any agency with jurisdiction.
4. No mining or stockpiling within the floodplain area of Buffalo Creek setback.
5. Applicant shall keep current DNR Dewatering Permit.
6. Applicant shall meet all NPDES Permit requirements.
7. Proper dust control and road maintenance measures shall be adhered to.
8. The Secondary haul route shall be Major Avenue to 75<sup>th</sup> Street to County Road 65 to State Hwy 22.
9. Applicant shall revisit Sumter Township to confirm the use of 75<sup>th</sup> Street, as Sumter Township is the Local Road Authority.
10. 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.
11. Applicant shall supply the Zoning Office with a copy of the agreement with Soil and Water Conservation District regarding the Reinvest in Minnesota (RIM) Reserve Program area.
12. Applicant shall follow an orderly restoration plan with back sloping at a 4:1 grade to be restored into wildlife purposes.

**Nies/Krueger motion carried unanimously to approve Mining Conditional Use Permit 16-13 requested by Rickert Excavating on property owned by Neil Eggersgluess and Bob Kunkel for mining, processing, screening and stockpiling of gravel and granular materials on approximately 20.00 acres within 80.00 acres of the W ½ of the SW ¼ in Section 36 of Sumter Township.**

**WESTERN AND HEARTLAND COMMUNITY ACTION – Executive Director John Fitzgerald and Assistant Executive Director Michelle Brummond**

- A) Notification was made to the board of a merger between Heartland Community Action Agency and Western Community Action Agency which will take place in in October of 2016. The new organization name will become United Community Action Incorporated.

The intention is to combine both 5013C organizations into one to increase programs and become a stronger more stable organization.

## **JAIL – Administrator Kate Jones**

- A) Kate Jones requested approval of an amendment to the contract for agreement with Aviands Food Service for a total of approximately \$132,460.80 with funding coming from the 2016 Jail budget.

Aviands is requesting an increase in services for the 2016 contract year. This would be a flat rate increase to \$249.55 from \$245.14 per day and a per inmate meal increase to \$1.17 from \$1.15. The increase breaks down as follows:

Base flat rate \$249.55/day X 366 days = \$91,335.30 (\$1,614.06 increase) per meal rate \$1.17/meal X 35,150 avg. inmate = \$41,125.50 (\$351.50 increase).

This cost will fluctuate with the decreased inmate count due to construction.

**Nagel/Nies motion carried unanimously to approve amendment to the contract for agreement with Aviands Food Service for a total of approximately \$132,460.80 with funding coming from the 2016 Jail budget.**

## **AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz Ford**

- A) Cindy Schultz Ford requested approval of a Professional Services Agreement between McLeod County and DS Solutions, Inc. (St Cloud, MN) to provide a two hour Online Election Judge Training course at a cost of \$9.90 per election judge.

As required by law each Election Judge must attend training at least two hours in length and their certification is valid for two years. The Online Election Judge Training course would be offered to an Election Judge that desires to renew their certification.

**Nies/Krueger motion carried unanimously to approve a Professional Services Agreement between McLeod County and DS Solutions, Inc. (St Cloud, MN) to provide a two hour Online Election Judge Training course at a cost of \$9.90 per election judge.**

## **COUNTY ADMINISTRATION**

- A) Pat Melvin requested approval to fill a full-time vacancy for a Technical Clerk (grade 12) in Public Health due to resignation. Post internally to fill this vacancy and approve to fill resulting vacancy.

Nies/Shimanski motion carried unanimously to fill a full-time vacancy for a Technical Clerk (grade 12) in Public Health due to resignation. Post internally to fill this vacancy and approve to fill resulting vacancy.

Shimanski/Krueger motion carried unanimously to recess at 11:55 a.m. until 9:00 a.m. May 17, 2016 at the Lester Prairie City Hall.

ATTEST:

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Paul Wright, Board Chair

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Patrick Melvin, County Administrator