

**NOVEMBER 22, 2016  
MCLEOD COUNTY  
BOARD MEETING WILL  
BE HELD AT  
THE GLENCOE CITY  
CENTER  
1107 11<sup>TH</sup> STREET E  
GLENCOE, MN**

**McLEOD COUNTY  
BOARD OF COMMISSIONERS  
PROPOSED MEETING AGENDA  
NOVEMBER 22, 2016**

**1 9:00 CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

Recognition of Ray Bandas' retirement and presentation of a plaque in appreciation for his thirty-seven years of service to the McLeod County Highway Department from June 18, 1979 through December 16, 2016.

**2 9:01 CONSIDERATION OF AGENDA ITEMS\***

**3 9:02 CONSENT AGENDA\***

- A. November 1, 2016 Meeting Minutes and Synopsis.
- B. November 8, 2016 Meeting Minutes and Synopsis.
- C. November 4, 2016 Auditor's Warrants.
- D. November 10, 2016 Auditor's Warrants.
- E. Authorize the purchase of gift basket for annual Association of Minnesota Counties conference from Crow River Winery.
- F. Appoint Emily Ward to the McLeod County Extension Committee as a youth member.
- G. Set a bid closing date for the 2017 Official McLeod County Newspaper and Second Publication for January 3, 2017 by 4:30 PM with the award scheduled for Friday, January 6, 2017.
- H. Approve printing of the 2015 Financial Statement to McLeod Publishing Inc. for the amount of \$730.
- I. Adopt Resolution 16-CB-36 FY2017 Grant Program Authorization.
- J. Adopt Resolution 16-CB-37 CAP Grant Authorization.
- K. Approve payment to McLeod County Dare and Hunger Free McLeod's Backpack program in an amount not to exceed \$5,000 for the final reimbursement of the Penny per Pound program for PET plastic collected from March 2016 to December 2016.
- L. Approve 30 day notice to Adult Training & Habilitation Center (Watertown, MN) to discontinue recycling management oversight of the Douglas Kugler Eco-Site effective January 1, 2017.

**4 PAYMENT OF BILLS - COMMISSIONER WARRANT LIST\***

**5 PAYMENT OF BILLS - ADDITIONAL MISCELLANEOUS BILLS TO BE PAID BY AUDITORS WARRANTS\***

**6 9:05 SOCIAL SERVICES – Social Worker Brenda Sandquist**

- A. Congratulate Region 6 Minnesota Social Service Association's Child Foster Parents of the Year – Todd and Sarah Randall.

**7 9:10 CENTRAL MN JOBS AND TRAINING - Workforce Development Coordinator Cathy Baumgartner, Placement Specialist Jodi Grams, Regional Supervisor Colleen McNab and Regional Manager Eric Day**

- A. Annual Update.

**8 9:25 HUMAN RESOURCES – Director Mary Jo Wieseler**

- A. Consider recommendations from the November 15, 2016 Personnel Committee.\*

**9 9:30 INFORMATION TECHNOLOGY – Director Vince Traver**

- A. Consider approval to renew our Enterprise Licensing Agreement with Microsoft (MS) for a term of three years quote from SHI quote #12456593 for the cost of \$45,234 annually.\*

McLeod County completed a six year agreement with Microsoft and has to renew the licensing agreement with them. This allows McLeod County to use MS outlook for mail, SQL server databases, MS Server Operating Systems, allow people to connect to our environment, etc. MS no longer does six year agreements so this is a three year agreement with an annual cost. The numbers have been looked several times to get the best cost for what is needed to be in compliance for the licenses that are used at McLeod County and to remain allowing end users access to the software needed.

- B. Consider approval to accept proposal from UHL (Maple Grove, MN) for security and surveillance project base option for a cost of \$172,369.\*

Meeting has been held with UHL and McLeod County is satisfied with the product UHL will use for the door security and for the camera surveillance. Information Technology and Building Maintenance have met with the Budget Committee and believe the money for this proposal would be coming from some left over funds that were allocated to the HHS building after all the items have been completed there.

Additional proposals received: NAC (Vadnais Heights, MN) \$399,500 and Honeywell (Golden Valley, MN) \$421,354.

**10 9:45 JAIL – Administrator Kate Jones**

- A. Consider approval to purchase a new copier from Metro Sales Inc. (Mankato, MN) at a cost of \$9,201 with funding coming from the 2016 Jail budget.\*

**11 9:50 SHERIFF DEPARTMENT – Deputy Sheriff Tim Langenfeld**

- A. Approval to enter into a contract with the City of Stewart for police services for 2017 for a total of \$107,174.10.\*

Due to ongoing negotiations, a one year contract was agreed to instead of the normal 2 year agreement.

**12 9:55 PARKS – Director Al Koglin**

- A. Consider approval to award bid to install 4 inch plastic tile around inner circle of fairgrounds and along 4H building to Luedke Contracting (Hutchinson, MN) at a cost of \$13,973.\*

Pools of water are currently forming by building entrances after heavy rains and during snow thawing causing a safety concern when the public has to cross these areas to enter a building.

Additional bid received: Hjerpe Contracting (Hutchinson, MN) \$19,957.

**13 COUNTY ADMINISTRATION**

- Review of Commissioners Calendar
- Commissioner reports of committee meetings attended since November 8, 2016.
- A. Consider approval for fee schedule Public Hearing on 12/20 at 9:30 a.m.\*
- B. Consider authorizing the Auditor/Treasurer to create a dedicated fund for Fairgrounds capital repair projects and allocate \$100,000 from reserves in 2016. Thereafter schedule annual review of the Fairgrounds fund to determine if additional money should be set aside for this account.\*
- C. Consider approval to set next Solid Waste Advisory Committee (SWAC) meeting for December 21<sup>st</sup>, 2016 at 9:30 am in the Solid Waste Large Conference Room.

**14 CLOSED MEETING**

Discuss negotiations with City West Holdings for tax petitions filed for the payable years 2014, 2015 and 2016.

**15 CLOSED MEETING**

Continuation of County Administrator Pat Melvin's performance evaluation.

**OTHER**

Open Forum  
Press Relations

**RECESS**

Next board meeting December 1, 2016 at 4:30 p.m. at the Glencoe City Center.