

**McLEOD COUNTY
BOARD OF COMMISSIONERS
MEETING MINUTES – October 18, 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 D: Consider approval of a dental plan document amendment to include orthodontic services.
- B) Add under Administration Item E: Consider approval of revised rates for 2017 McLeod County vision insurance.
- C) Add under Administration Item F: Consider approval to hire Haugen Architecture Inc. (Hutchinson, MN) to design new bathhouse for Piepenburg Park.
- D) Add under Public Hearing Item B: Consider adopting Resolution 16-CB-34 authorizing issuance, awarding sale, prescribing the form and details and providing the payment of \$2,490,000 general obligation drainage bonds, Series 2016.

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

CONSENT AGENDA

- A) October 4, 2016 Meeting Minutes and Synopsis.
- B) September 30 2016 Auditor's Warrants.
- C) October 7, 2016 Auditor's Warrants.
- D) Approve renewal of maintenance agreement with Northland Business systems for the Sheriff's Office voice logger in the amount of \$3,540 with funding coming from 911 Funds.
- E) Approve annual renewal of the Video Conferencing system for the Emergency Operations Center/Sheriff's Office. The Platinum Managed Care Service

Contract is through MSpace, Inc. (Minneapolis, MN) in the amount of \$3,115.26 with funding coming from emergency management budget. The original video conferencing equipment was purchased by the Department of Public Safety – Division of Homeland Security & Emergency Management in September 2010. This maintenance contract is needed in order to have system serviced and maintained so that it runs effectively.

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

PAYMENT OF BILLS – COMMISSIONER WARRANT LIST

General Revenue Fund	\$116,094.33
Road & Bridge Fund	\$107,462.07
Solid Waste Fund	\$58,909.34
Human Service Fund	\$375.00
Trust & Agency Fund	\$1.36

Shimanski/Krueger motion carried unanimously to approve payment of bills totaling \$282,842.10 from the aforementioned funds.

CONTEGRITY GROUP – Construction Manager Sam Lauer

- A) Sam Lauer with Contegrity informed the Board that all the pre-cast cement for the first floor has been set. The next step is to get all the load-bearing walls erected and the roof joists in place. Once that work is complete, crews will begin tying the addition to the existing building.

The goal is to get the exterior envelope up and get it closed up by the end of November.

PUBLIC HEALTH – Director Jennifer Hauser

- A) Jennifer Hauser requested approval of a contract between McLeod County Public Health and Hutchinson Health from 11/1/2016 - 12/31/2017 for provision of the Public Health Nurse Liaison services which Hutchinson Health will pay two thirds of the salary and benefits and Public Health will pay one third. Total cost will be determined by the 2017 salary structure set by the County Board.

The Public Health Nurse Liaison position is a full-time McLeod County employee who is embedded at Hutchinson Health and works side by side with Hutchinson Health providers and staff as part of their team-based care model. This role serves as a liaison between Hutchinson Health, McLeod County PrimeWest Case Managers, Public Health and Social Services staff to ensure seamless and efficient coordination of health care, county programs

and community services. This reduces the costs of County-based health care and services, through decreased hospital re-admissions and unnecessary emergency room visits, and improved management of medical and mental health conditions.

A 2014 PrimeWest Community Reinvestment Grant provided the initial funding to establish and pilot this unique and innovative position. Because of the successes achieved in the past 15 months and the future opportunities to expand the scope and services of the Liaison position, Hutchinson Health has agreed to cover 2/3 of the cost of the salary and benefits for this full-time Public Health position. Public Health will cover the remaining 1/3 of the cost of the position.

Nagel/Shimanski motion carried unanimously to approve a contract between McLeod County Public Health and Hutchinson Health from 11/1/2016 - 12/31/2017 for provision of the Public Health Nurse Liaison services which Hutchinson Health will pay two thirds of the salary and benefits and Public Health will pay one third.

ASSESSORS OFFICE – Assessor Sue Schulz

- A) Sue Schulz requested approval of adjusted Joint Powers Agreement with Minnesota Counties Computer Cooperative (MCCC) which includes minor language changes.

Nies/Nagel motion carried unanimously to approve adjusted Joint Powers Agreement with Minnesota Counties Computer Cooperative (MCCC) which includes minor language changes.

- B) Sue Schulz requested reappointment as County Assessor as required by statute 273.061 effective January 1, 2017.

Krueger/Nies motion carried unanimously to reappoint Sue Schulz as County Assessor as required by statute 273.061 effective January 1, 2017.

HUMAN RESOURCES – Director Mary Jo Wieseler

- A) Mary Jo Wieseler requested consideration of October 11, 2016 Personnel Committee Recommendations.

1. Discuss Maintenance III opening at Highway Department.

Recommendation: Hire full-time Maintenance III (grade 16) in Highway Department to fill vacancy due to retirement.

Shimanski/Krueger motion carried unanimously to hire full-time Maintenance III (grade 16) in Highway Department to fill vacancy due to retirement.

2. Discuss vacancy at Fairgrounds for 14 hour per week year-round Fairgrounds Worker.

Recommendation: Hire Fairgrounds Worker for 14 hours per week year round to fill vacancy due to resignation.

Shimanski/Nagel motion carried unanimously to hire Fairgrounds Worker for 14 hours per week year round to fill vacancy due to resignation.

- B) Mary Jo Wieseler requested approval of Memorandum of Agreement with AFSCME regarding the change in grade for employee and temporary freezing of the incumbent's wage as discussed at September 20, 2016 Board meeting.

Shimanski/Nies motion carried unanimously to approve Memorandum of Agreement with AFSCME regarding the change in grade for employee and temporary freezing of the incumbent's wage as discussed at September 20, 2016 board meeting.

Nagel/Krueger motion carried unanimously to re-open Public Hearing of 2017 ditch assessments.

PUBLIC HEARING – Continuation of 2017 Ditch Assessments

- A) Consider adoption of Resolution 16-CB-34 authorizing issuance, awarding sale, prescribing the form and details and providing for payment of \$2,490,000 General Obligation Drainage Bonds Series 2016.

The County has undertaken to make repairs to County Ditch No. 20, County Ditch No. 22, County Ditch No. 26, and County Ditch No. 27, and improvements to the Marsh Project and County Ditch No. 33 in the Buffalo Creek Watershed District, pursuant to Minnesota Statutes, Chapter 103E (the Project), and all proceedings necessary to the undertaking and construction of the Project, and the levy of special assessments against the property benefited thereby and the issuance of bonds therefor have been duly and lawfully conducted pursuant to and in accordance with the provisions of Minnesota Statutes, Chapters 103E and 475. The Board of Commissioners hereby determines it is in the best interest of the County to authorize the issuance and sale of \$2,490,000 General Obligation Drainage Bonds, Series 2016 (the Bonds) to finance certain costs of the Project as provided in Minnesota Statutes, Section 103E.635, and to pay costs associated with the issuance of the Bonds.

Krueger/Shimanski motion carried unanimously to adopt Resolution 16-CB-34 awarding sale of General Obligation Drainage Bonds to Security Bank & Trust Company (Glencoe, MN) at a total interest rate of 1.70%.

Nies/Krueger motion carried unanimously to issue payment of \$10,500 to Standard and Poor's Rating (Chicago, IL) who conducted the financial analysis of the drainage bond.

- B) Cindy Schultz presented recommendations to the County Board for setting the 2017 ditch assessment amounts. McLeod County Board of Commissioners hereby orders the County Auditor-Treasurer to place an assessment on the following drainage systems for the said amount of years beginning for taxes payable in 2017 pursuant to Minnesota Statutes.

NO	DITCH NAME	ASSESSMENT PAY 2017	NO. OF YEARS
633	CD 20 Red	\$435,000	15
635	CD #22 Red	\$145,000	15
637	CD #26	\$130,000	15
638	CD #27	\$130,000	15
643	CD #33	\$760,000	15
	Marsh Project	\$1,020,000	15

Nies/Krueger motion carried unanimously to approve of the County Auditor-Treasurer recommendations to place an assessment on the aforementioned drainage systems.

Nies/Shimanski motion carried unanimously to implement a 2% interest rate on the ditch levy assessments.

Nies/Nagel motion carried unanimously to close public hearing.

COUNTY ADMINISTRATION

- A) Pat Melvin requested approval of annual preventative maintenance agreement for the HVAC systems at the HATS Highway Shop with AREng Heating and Air Conditioning (Cokato, MN) for an annual fee of \$2,209.81.

Additional quote received: Trane (St. Paul, MN) \$4,077.

This agreement would be for the County Engineering/Admin/GIS wing of HATS and the County tempered storage mini split unit. The contract will remain in effect for 1 year and be negotiated thereafter on a year to year

basis. Trane has been providing this service since 2012 but due to price savings we recommend going with AREng.

Wright/Nies motion carried unanimously to approve annual preventative maintenance agreement for the HVAC systems at the HATS Highway Shop with AREng Heating and Air Conditioning (Cokato, MN) for an annual fee of \$2,209.81.

- B) Pat Melvin led discussion regarding priorities for restructuring based on priority list from an October 4th workshop. It was discussed and agreed upon that the top priorities for restructuring would be: cost and time savings, customer satisfaction and accountability.

Discussion on timeline led to an agreement to develop a plan within 6 months and review implications based on the plan.

- C) Pat Melvin notified the board of AMC District 7 Fall Meeting, Wednesday, November 2nd at 8:00 am in Truman.
- D) Pat Melvin requested approval of a dental plan document amendment to include orthodontic services.

Wright/Nies motion carried unanimously to approve dental plan document amendment to include orthodontic services.

- E) Pat Melvin requested approval of revised rates for 2017 McLeod County vision insurance.

Nagel/Krueger motion carried unanimously to approve revised rates for 2017 McLeod County vision insurance.

- F) Al Koglin requested approval to hire Haugen Architecture Inc. (Hutchinson, MN) to design new bathhouse for Piepenburg Park with funding coming from the 2017 Park budget.

Plan is to keep the current shell and remodel into 4 family bathrooms. Plan would need to be approved by the Department of Health.

Nagel/Krueger motion carried unanimously to hire Haugen Architecture Inc. (Hutchinson, MN) to design new bathhouse for Piepenburg Park with funding coming from the 2017 Park budget.

Nies/Nagel motion carried unanimously to adjourn at 10:41 a.m. until 9:00 a.m. November 1, 2016 at the Glencoe City Center.

ATTEST:

Paul Wright, Board Chair

Patrick Melvin, County Administrator