

**McLEOD COUNTY
BOARD OF COMMISSIONERS
MEETING MINUTES – October 4, 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 B: Consider approval to enter into an agreement with JPC Media (Minnetonka, MN) to record a presentation by Keystone Compensation Group LLC regarding the county's progress in reclassifying job descriptions, proposing a new salary schedule and future implementation of the results of a market study.

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

CONSENT AGENDA

- A) September 20, 2016 Meeting Minutes and Synopsis.
- B) September 16 2016 Auditor's Warrants.
- C) September 23, 2016 Auditor's Warrants.
- D) Approve gambling permit for Gopher Campfire Club, 24718 Co Rd 7 Hutchinson, MN to conduct a raffle on December 11, 2016. The application is acknowledged with no waiting period.
- E) Approve gambling permit for Gopher Campfire Club, 24718 Co Rd 7 Hutchinson, MN to conduct a raffle on January 28, 2017. The application is acknowledged with no waiting period.
- F) Approve final acceptance and payment of \$82,344.70 to Scott Construction (Lake Delton, WI) for CP 16-000-01 & 02; countywide seal coating and pavement marking project. These projects were completed satisfactorily and final acceptance and payment is recommended.
- G) Approve Hutchinson Joint Planning application JP16-R1 requested by Preston Fox to rezone property from "A" Agricultural to "I-1" (Light

Industrial). This parcel is described as 2.66 acres - Lot 19 and Part of Lot 18 of Auditor's Plat S ½ in Section 8 of Hassan Valley Township. The Hutchinson Area Joint Planning Board unanimously recommended approval at their regular meeting on September 21, 2016.

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

PAYMENT OF BILLS – COMMISSIONER WARRANT LIST

General Revenue Fund	\$127,675.31
Road & Bridge Fund	\$15,149.14
Solid Waste Fund	\$28,526.41

Shimanski/Nies motion carried unanimously to approve payment of bills totaling \$171,350.86 from the aforementioned funds.

SHERIFFS DEPARTMENT – Sheriff Scott Rehmann

- A) Scott Rehmann requested approval to purchase a 2017 Ford SUV Police Interceptor from Nelson Auto Center (Fergus Falls, MN) via the MN State Bid for \$30,040.95 with funding coming from the Sheriff's Department 2016 budget.

This vehicle will replace a 2014 Ford SUV that was totaled in a crash involving a deer. Insurance will pay approximately \$16,400 plus associated costs for the tear down of the old squad, installation of the new squad and any equipment that was damaged and not usable in the new squad. Delivery date is approximately 90 days from the date of the order.

Shimanski/Nies motion carried unanimously to approve the purchase of a 2017 Ford SUV Police Interceptor from Nelson Auto Center (Fergus Falls, MN) via the MN State Bid for \$30,040.95 with funding coming from the Sheriff's Department 2016 budget.

HUMAN RESOURCES – Director Mary Jo Wieseler

- A) Mar Jo Wieseler requested approval to re-rate the Solid Waste Director from Grade 27 to Grade 30 and Recycling Manager from Grade 18 to Grade 24 and move to exempt.

The Solid Waste Director was last evaluated in 2000. Recommendation to re-rate to a Grade 30 is due to increased responsibilities and department growth.

The Recycling Manager was approved in 2003 at a Grade 16 and was re-rated in 2005 to a Grade 16. Recommendation to re-rate to a Grade 24 is due to increased responsibilities and department growth.

Discussion was led by Commissioner Nagel to use this as information only and wait to possibly re-rate these two positions at the same time all non-union positions are adjusted.

PARKS – Director Al Koglin

- A) Al Koglin requested approval of contract with Maximum Solution (Edina, MN) to provide program and host online camping reservation at a cost of \$7,100 for the first year and \$3,600 annually thereafter.

At this time people who would like to reserve a campsite have to call the caretaker at one of the 2 parks and make reservations. With this program, people can go online through the parks website and make a reservation and pay for the site.

During the 2016 camping season, between Piepenburg Park and Lake Marion, average of units per week was 33 which brought in \$104,000 in camping receipts.

This program can also be used for the fairgrounds for checking the availability of rooms and buildings.

Nagel/Krueger motion carried unanimously to approve contract with Maximum Solution (Edina, MN) to provide program and host online camping reservation at a cost of \$7,100 for the first year and \$3,600 annually thereafter.

SOLID WASTE – Coordinator Sarah Young

- A) Sarah Young requested approval of updated labor contract with West Central Industries (Willmar, MN) with a contract term of 9/1/2016 to 12/31/2018 to furnish labor equal to six employees (including a supervisor) at the rate of \$11.40 per hour each.

Nies/Shimanski motion carried unanimously to approve an updated labor contract with West Central Industries (Willmar, MN) with a contract term of 9/1/2016 to 12/31/2018 to furnish labor equal to six employees (including a supervisor) at the rate of \$11.40 per hour each.

PLANNING & ZONING – Administrator Larry Gasow

A) Larry Gasow requested approval of Rezoning Application 16-02 for Jared on property owned by Hartung Family LTD Partnership to rezone a 10.00 acre tract of an existing 79.89 acre parcel of land from Agricultural District to Highway Business. This property is located adjacent to an existing Highway Business District and is within 2 miles of the City of Glencoe. The purpose is to operate a retail business of used farm equipment with exterior storage and outdoor display of equipment and machinery including the construction of a new structure for shop and office use. The proposed access will be shared with the existing John Deere dealership, to State Highway 212. The property is described as Surveyed Tract 2, 10.00 Acres within the NE ¼ of the SW ¼ & Part of the N ½ of the SE ¼ of Section 16 in Township 115-27 (Helen).

Per the McLeod County Zoning Ordinance, agricultural equipment sales and services are a permitted use within the Highway Business District. The City of Glencoe Planning Commission had no objections to this request. The Board of Helen Township recommended approval on September 8, 2016. The Planning Advisory Committee unanimously recommended approval September 21, 2016.

Krueger/Shimanski motion carried unanimously to approve Rezoning Application 16-02 for Jared on property owned by Hartung Family LTD Partnership to rezone a 10.00 acre tract of an existing 79.89 acre parcel of land from Agricultural District to Highway Business.

PUBLIC HEARING - 2016 Ditch Assessments

A) Cindy Schultz presented recommendations to the County Board for setting the 2017 ditch assessment amounts. Some modifications were made with Commissioners input during the meeting. 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
623	CD #10	\$27,800	1
624	CD #11	\$100,000	8
627	CD #15A	\$4,000	1
629	CD #16 Red	\$15,000	1
633	CD 20 Red	TABLED	
635	CD #22 Red	TABLED	
637	CD #26	TABLED	
638	CD #27	TABLED	
639	CD #28	\$5,000	1
640	CD #29	\$5,000	1

642	CD #32	\$20,000	1
643	CD #33	TABLED	
644	CD #35	\$10,000	1
646	CD #36	\$10,000	1
647	CD #37	\$6,940	1
648	CD #38	\$3,000	1
649	CD #40	\$10,000	1
661	JD #1 RMcM	\$1,000	1
664	JD #4 McR	\$5,000	1
666	JD #5 SMc	\$640	1
667	JD #8 McS	\$20,000	1
669	JD #9 Mc	\$10,000	1
671	JD #11 McW Red	\$15,000	1
673	JD #11 SRMc	\$240	1
675	JD #14 WMcM	\$3,625	1
680	JD #18 SMc	\$30,000	1
681	JD #19 SMc	\$10,000	1
682	JD #24 SMcR	\$20,000	1
684	JD #32 SMc	\$1,000	1

Nagel/Nies motion carried unanimously to table setting the 2017 ditch assessment amount on CD #20 Red, CD #22 Red, CD #26, CD #27 and CD #33 until October 18, 2016 @ 10:15 AM once bond rate has been set.

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

Nies/Nagel motion carried unanimously to implement a 1% interest rate on the ditch levy assessments.

Nagel/Nies motion carried unanimously to choose a 15 year bond payment schedule.

COUNTY ADMINISTRATION

- A) Pat Melvin requested approval to set a closed meeting for Pat Melvin's performance evaluation on November 1, 2016 following the Board Meeting.

Nies/Shimanski motion carried unanimously to set a closed meeting for Pat Melvin's performance evaluation on November 1, 2016 following the Board Meeting.

- B) Pat Melvin requested approval to enter into an agreement with JPC Media (Minnetonka, MN) to record a presentation by Keystone Compensation Group LLC regarding the county's progress in reclassifying job descriptions,

proposing a new salary schedule and future implementation of the results of a market study at a cost of \$200.

Nagel/Krueger motion carried unanimously to enter into an agreement with JPC Media (Minnetonka, MN) to record a presentation by Keystone Compensation Group LLC regarding the county's progress in reclassifying job descriptions, proposing a new salary schedule and future implementation of the results of a market study at a cost of \$200.

OPEN FORUM

- A) Resident Steve Moy and Marian Moy approached the Board and shared concerns related to the clean out of 3,000 feet of tree removal on County Ditch #11 which cost \$87,000. It was noted the contractor who has the contract for ditch cleaning, Central Applicators, has changed ownership and will not be considered for any upcoming ditch work.

Shimanski/Krueger motion carried unanimously to recess at 11:22 a.m. until 9:00 a.m. October 18, 2016 at the Glencoe City Center.

ATTEST:

Paul Wright, Board Chair

Patrick Melvin, County Administrator