



Le Sueur County, MN

Tuesday, December 22, 2015

Board Meeting

Item 1

9:00 a.m. Agenda and Consent Agenda (5 min)

RE: December 15 Minutes and Summary Minutes

RE: CD #18 Repair Request

Staff Contact:

Minutes of Le Sueur County Board of Commissioners Meeting December 15, 2015

The Le Sueur County Board of Commissioners met in regular session on Tuesday, December 15, 2015 at 4:30 p.m. in the Courthouse at Le Center, Minnesota. Those members present were: Steve Rohlffing, Lance Wetzel, John King and Joe Connolly. Dave Gliszinski was excused. Also present were Darrell Pettis and Brent Christian.

On motion by Connolly, seconded by Rohlffing and unanimously approved, the Board approved the agenda for the business of the day.

On motion by Rohlffing, seconded by Connolly and unanimously approved, the Board approved the consent agenda:

- Approved the Minutes and Summary Minutes for the December 1, 2015 Meeting
- Approved Repair Requests: CD #53, #51, #23, #40

On motion by King, seconded by Rohlffing and unanimously approved, the following cases and claims were approved:

Financial: \$ 71,256.11
Soc Serv: \$159,593.17

Sue Rynda, Human Services Director, appeared before the Board to give the monthly Human Services Report. This presentation covered Finance, Income Maintenance, Child Support, Family Services, and Mental Health.

On motion by King, seconded by Connolly and unanimously approved, the Board approved and authorized the Chair to sign the South Central Community Based Initiative Joint Powers Board Agreement and appointed Sue Rynda to represent Le Sueur County.

On motion by Rohlffing, seconded by Connolly and unanimously approved, the Board approved and authorized the Board Chair and County Administrator to sign the Aging Services for Communities Contract for one year with an administrative rate increase from \$12/trip to \$17/trip.

Chuck Retka, representing Le Sueur County Trails, appeared before the Board to request authorization to use the township road in Ney Park for a snowmobile trail.

On motion by Connolly, seconded by King and unanimously approved, the Board authorized Le Sueur County Snow Trails to use the Ney Environmental Center Road for a period of one year with a speed limit of 20 miles per hour. The Snow Trails group shall erect all proper signage.

Pam Simonette appeared before the Board with two items for consideration.

On motion by Rohlffing, seconded by King and unanimously approved, the Board approved the Cornerstone State Bank applications to repurchase Lots 9, 10, 11 and 12, Oak Shores Subdivision in Cordova Township.

On motion by King, seconded by Rohlfig and unanimously approved, the Board approved a credit card request for Ruby Kramer.

Dave Tietz, Sheriff appeared before the Board with one item for consideration.

On motion by Connolly, seconded by King and unanimously approved, the Board approved and authorized the Chair to sign the contract between Le Sueur County and M.B. McGee, P.A. designating Dr. Michael B. McGee, Ramsey County Coroner's Office as the Medical Examiner for Le Sueur County.

Michelle Mettler, Planning & Zoning appeared before the Board with three requests for action.

On motion by Connolly, seconded by King and approved via roll call vote 4-0 with Gliszinski absent, the Board granted a Conditional Use Permit to Le Sun LLC, Minneapolis, MN (Applicant); Patrick Gregor, Waseca, MN (Owner): Request that the County grant a Conditional Use Permit to allow the applicant to establish up to 5MW Solar Farm on approximately 50 acres in an Agriculture "A" District. Property is located in the Southeast 1/4 and Government Lot 6, Section 26, Waterville Township. Application was tabled at the November 12, 2015 meeting. The application was approved with the following conditions and findings are on file at the Planning and Zoning Office:

- 8' chain link fence;
- Apply for Conditional Use Permit for grading, excavating and filling if necessary;
- Copy of proof of interconnection agreement provided to the County;
- Stormwater Plan approved by the State prior to issuance of zoning permit;
- Bond provided to the County for decommissioning of the site.

On motion by Rohlfig, seconded by King and approved via roll call vote 4-0 with Gliszinski absent, the Board granted a Conditional Use Permit to Winge Construction, Coon Rapids, MN, (Applicant); Tamara Kaplan, Savage, MN, (Owner): Request that the County grant a Conditional Use Permit to allow the applicant to elevate the lowest floor of an existing dwelling to meet the Regulatory Flood Protection Elevation and meet FEMA general design standards in a Recreational Residential "RR" District and a Flood Plain Overlay Flood Fringe "FF" District on a Recreational Development Lake, Lake Frances. Property is located at Lot 6, Dick's Southside, Section 34, Elysian Township. Findings are on file at the Planning and Zoning Office.

On motion by Rohlfig, seconded by King and approved via roll call vote 4-0 with Gliszinski absent, the Board granted an After-The-Fact Conditional Use Permit to Chris Short, Prior Lake, MN, (Applicant/Owner): Requests that the County grant an After-The-Fact Conditional Use Permit to allow grading, excavating, and filling of approximately 2441 cubic yards of material to establish a site for a walkout basement in a Recreational Residential "RR" District on a Recreational Development "RD" lake, Lake Frances. Property is located at Lot 3, Block 1, Han's Hideaway, Section 27, Elysian Township. The application was approved with the following conditions and findings are on file at the Planning and Zoning Office:

- 541 cubic yds of material excavated for site preparation,
- the 170 cu yds of material movement already done to construct the building pad and

- the 155 cu yds of material movement needed to complete the building pad. This approval would allow for the construction of a slab-on-grade structure.
- A natural buffer is created along the shoreline and 15 feet inland from the lake to add protection and;
- Any future grading on site be kept to a minimum and conform to zoning ordinance requirements.
- A revised site plan submitted by an engineer or surveyor indicating approved project prior to commencing work.

Cindy Westerhouse, Human Resources Director appeared before the Board with several items for consideration and approval.

A certificate was presented to Dr. John H. Berg in recognition of the 26 years of service as Le Sueur County's County Coroner.

On motion by King, seconded by Rohlffing and unanimously approved, the Board approved the recommendation to accept the resignation request from Dawn Giesen, full time Recreational Therapist in Human Services, effective December 28, 2015. Dawn has been an employee with Le Sueur County since June 2015.

On motion by Rohlffing, seconded by King and unanimously approved, the Board approved the recommendation to post and request the merit list for a full time Recreational Therapist in Human Services as a Grade 7, Step 1 at \$18.09 per hour.

On motion by Connolly, seconded by Rohlffing and unanimously approved, the Board approved the recommendation to hire Bryan Tupy as a part time Jailer/Dispatcher in the Sheriff's Office as a Grade 6, Step 1 at \$17.07 per hour, effective December 21, 2015.

On motion by King, seconded by Rohlffing and approved with Wetzel abstaining, the Board approved the recommendation to hire Trisha Chimal Simonette as a full time Administrative Assistant III in Public Health, as a Grade 5, Step 2 at \$17.11 per hour, effective January 4, 2016.

On motion by Rohlffing, seconded by King and unanimously approved, the Board approved the recommendation to post and advertise for a full time Recovery Support Specialist in Drug Court, as a Grade 9, Step 1 at \$20.33 per hour.

On motion by Connolly, seconded by Rohlffing and unanimously approved, the Board approved the recommendation to transfer Julie Factor, full time Deputy Auditor-Treasurer II Accounting Specialist in the Auditor-Treasurer's Department, Grade 7, Step 2 at \$18.75 per hour to a full time Administrative Assistant III in the Recorder's Office, as a Grade 5, effective December 21, 2015. Effective January 1, 2016, will be Grade 5, Step 5, at \$19.03 per hour.

On motion by King, seconded by Rohlffing and unanimously approved, the Board approved the recommendation to transfer Jody Kubiszewski, full time Administrative Assistant III in Veterans Services as a Grade 5, Step 1 at \$16.11 per hour to a full time Administrative Assistant III in the Recorder's Office as a Grade 5, Step 2 at \$17.11 per hour, effective January 4, 2016.

On motion by King, seconded by Connolly and unanimously approved, the Board approved the recommendation to post and advertise for a full time Administrative Assistant III in Veterans Services as a Grade 5, Step 1 at \$16.11 per hour.

On motion by Rohlfing, seconded by Connolly and unanimously approved, the Board approved the recommendation to approve and sign the Memorandum of Understanding with Le Sueur County and the Teamsters Local No. 320 Court House union revising Article XXI, Severance, to add unused vacation hours be paid into the Minnesota State Retirement System Health Care Savings Plan.

At 6:00 p.m. the Board convened the Public Hearing to take testimony on the proposed 2016 County Levy and the 2016 County Budget. 5 members of the general public were present. County staff present included: Auditor / Treasurer Pam Simonette, Human Services Director Sue Rynda, Public Health Director Cindy Shaughnessy, Finance Director / Elections Administrator Carol Blaschko, County Administrator Darrell Pettis and Assessor Shayne Bender. There were 0 public comments.

Darrell Pettis, County Administrator gave an informational overview of the proposed 2016 County Levy and Budget.

On motion by Rohlfing, seconded by Connolly and unanimously approved, the Board declared the Public Hearing closed at 6:18 p.m.

On motion by Rohlfing, seconded by Connolly and unanimously approved, the Board adopted the following 2016 Final Levy:

2016 FINAL LEVY

<u>FUND</u>	<u>TAXES</u>	<u>PROGRAM AID</u>	<u>TOTAL</u>
	8,648,386	512,639	8,135,747
Revenue			
Road & Bridge	3,073,329	512,639	2,560,690
SS & PA	2,573,655		2,573,655
PA & GA	1,064,573		1,064,573
Fair	26,331		26,331
Building	190,000		190,000
Extension Services	184,028		184,028
Park	235,191		235,191
Bonded Indebtedness	2,146,026		2,146,026

Water Planning	12,836		12,836
ISTS	38,823		38,823
Victim Witness	3,262		3,262
TOTAL	18,196,440	1,025,278	17,171,162

2016 FINAL LEVY \$ 17,171,162
2015 FINAL LEVY \$ 16,077,551
INCREASE IN LEVY \$ 1,093,611
INCREASE OF 6.8%

On motion by King, seconded by Rohlfig and unanimously approved, the Board adopted the following 2016 Expenditures:

FINAL 2016 RECAP OF EXPENDITURES LE SUEUR COUNTY

FUND	TAXES	OTHER REVENUES	USE OF FUND BALANCE	TOTAL
REVENUE	8,648,386	4,217,766	79,340	12,945,492
ROAD & BRIDGE	3,073,329	15,004,484		18,077,813
SS & PA	2,573,655	2,240,980	244,707	5,059,342
PA & GA	1,064,573	1,152,250	119,720	2,336,543
FAIR (600)	26,331			26,331
BUILDING (111)	190,000			190,000
EXT SERVICES (601)	184,028	4,375		188,403
PARK (525)	235,191	55,214		290,405
BONDED INDEBT	2,146,026			2,146,026
WATER PLANNING	12,836	68,750		81,586
ISTS	38,823	23,600	18,600	81,023
ENV SERVICES	0	984,733	-23,687	961,046
VICTIM WITNESS	3,262	80,200	21,200	104,662
CAP IMPROVEMENT	0		200,000	200,000
TOTAL	18,196,440	23,832,352	659,880	42,688,672

Darrell Pettis, County Administrator, appeared before the Board with several items for discussion and approval.

The following bids were received for the CSAH 7 Bridge Project:

Barnett Bros.: Kilkenny, MN	\$273,016.00
Holtmeier Construction: Mankato, MN	\$284,026.56
Landwehr Construction, Inc.: St. Cloud, MN	\$341,801.30
Midwest Contracting LLC: Marshall, MN	\$287,291.80
Alcon Construction Corp: Rochester, MN	\$357,913.57

On motion by Connolly, seconded by King and unanimously approved, the Board approved to award the CSAH 7 Bridge Project to Barnett Bros. in the amount of \$273,016.

On motion by King, seconded by Rohlffing and unanimously approved, the Board approved the 2015 Municipal Maintenance Agreements.

On motion by Rohlffing, seconded by Connolly and unanimously approved, the Board approved and authorized the County Administrator to sign the Agreement to State Transportation Fund Local Bridge Replacement Program Grant Terms and Conditions, SAP 040-007-006.

At 6:45 p.m. the Board convened the Public Hearing to take testimony on the proposed 2016 Fee Changes. 3 members of the general public were present. There were 0 public comments.

On motion by King, seconded by Connolly and unanimously approved, the Board declared the Public Hearing closed at 6:46 p.m.

On motion by Rohlffing, seconded by King and unanimously approved, the Board approved the following 2016 Fee Changes:

FEES		
	CURRENT 2015	PROPOSED 2016
ASSESSOR		
Labels	\$50 set up fee	\$100 set up fee
	\$0.02 per label	\$0.03 per label
Excel Reports	\$50 set up fee	\$100 set up fee
	\$0.05 per record or \$20 per hour	\$50 per hour
Print out report	\$0.10 per page	\$0.25 per page
ENVIRONMENTAL SERVICES FEES		
Cluster Fee for Variances		\$600.00 + \$200.00 per lot
GIS		
Printer Map Product – Black and white	\$1.00 per page	Delete
Printer Map Product – Color	\$2.00 per page	\$1.00 per page
Printer Map Product – Plotter HP (34 x 44)	\$8.00 per page	\$10.00 per page
Orthophotography CDs	\$52.00 per CD	Delete

	\$53.00 per DVD	
Land Information GeoDatabase		\$2,500.00
RECORDER		
Re-Issue Marriage Document, Applicant Error		\$10.00
Marriage Waivers		\$25.00
Abstract Certification	\$55.00 New or Recertification \$45.00 Update Continuation	\$75.00 New or Recertification \$60.00 Update Continuation
O & E Report	\$100.00	\$140.00
Plat Review		\$50.00
Reports		\$15.00 + \$1.00 per page
After Hours Emergency		\$10.00

On motion by Connolly, seconded by Rohlfling, and unanimously approved, the following claims were approved for payment:

Warrant #	Vendor Name	Amount
38687	A'Viands	\$ 3,882.92
38688	Advanced Correctional Healthcare Inc.	\$ 2,215.13
38690	American Engineering Testing Inc.	\$ 14,799.35
38693	Attorney General's Office	\$ 3,271.83
38699	Boarman Kroos Vogel Group Inc.	\$ 58,392.83
38700	Bolton & Menk Inc.	\$ 40,627.50
38704	Carquest of Le Center	\$ 2,575.39
38706	Christian, Keogh, Moran & King	\$ 2,129.82
38708	Conservation Landscapes	\$ 8,757.75
38729	Green Tech Recycling	\$ 4,301.70
38741	I & S Group Inc.	\$ 2,880.00
38749	Johnson Aggregates	\$ 10,874.93
38767	Mariska Enterprises	\$ 2,196.00
38771	Minn St Admin ITG Telecom	\$ 5,213.00
38773	MN CCC	\$ 25,155.98
38784	North Central International	\$ 2,766.77
38790	Paragon Printing & Mailing Inc.	\$ 9,836.44
38795	Regents of the University of Minnesota	\$ 27,729.99
38807	Schwickert's Tecta America LLC	\$ 3,448.00
38811	S.M.C. Co. Inc.	\$ 8,620.82
38816	Suel Printing Co.	\$ 3,563.45
38822	Trimin Systems Inc.	\$ 4,800.00
38834	Waterford Oil Co. Inc.	\$ 22,873.58
38842	Zimmerman Construction	\$ 8,450.00
132 Claims paid less than \$2,000.00:		\$ 45,613.49

24 Claims paid more than \$2,000.00:	\$279,363.18
156 Total all claims paid:	\$324,976.67

On motion by Connolly, seconded by King and unanimously approved, the Board adjourned until Tuesday, December 22, 2015 at 9:00 a.m.

ATTEST: _____
Le Sueur County Administrator **Le Sueur County Chairman**

Summary Minutes of Le Sueur County Board of Commissioners Meeting, December 15, 2015

- This is only a summary publication per MN Statutes 375.12 and 331A.01 sub. 10. The complete minutes are on file in the Le Sueur County Administrator's Office at 88 S Park Ave. Le Center, MN and are available at www.co.le-sueur.mn.us.
- The Le Sueur County Board of Commissioners met in regular session on Tuesday, December 15, 2015 at 4:30 p.m. in the Courthouse at Le Center, Minnesota. Those members present were: Steve Rohlfiing, Lance Wetzel, John King and Joe Connolly. Dave Gliszinski was excused. Also present were Darrell Pettis and Brent Christian.
- The Board approved the agenda for the business of the day. (Connolly-Rohlfiing)
- The Board approved the consent agenda: (Rohlfiing-Connolly)
 - Approved the Minutes and Summary Minutes for the December 1, 2015 Meeting
 - Approved Repair Requests: CD #53, #51, #23, #40
- The following cases and claims were approved: Financial: \$71,256.11 and Soc Serv: \$159,593.17 (King-Rohlfiing)
- The Board approved and authorized the Chair to sign the South Central Community Based Initiative Joint Powers Board Agreement and appointed Sue Rynda to represent Le Sueur County. (King-Connolly)
- The Board approved and authorized the Board Chair and County Administrator to sign the Aging Services for Communities Contract for one year with an administrative rate increase from \$12/trip to \$17/trip. (Rohlfiing-Connolly)
- The Board authorized Le Sueur County Snow Trails to use the Ney Environmental Center Road for a period of one year with a speed limit of 20 miles per hour. The Snow Trails group shall erect all proper signage. (Connolly-King)
- The Board approved the Cornerstone State Bank applications to repurchase Lots 9, 10, 11 and 12, Oak Shores Subdivision in Cordova Township. (Rohlfiing-King)
- The Board approved a credit card request for Ruby Kramer. (King-Rohlfiing)
- The Board approved and authorized the Chair to sign the contract between Le Sueur County and M.B. McGee, P.A. designating Dr. Michael B. McGee, Ramsey County Coroner's Office as the Medical Examiner for Le Sueur County. (Connolly-King)
- The Board granted a Conditional Use Permit to Le Sun LLC, Minneapolis, MN (Applicant); Patrick Gregor, Waseca, MN (Owner). The application was approved with conditions and findings are on file at the Planning and Zoning Office: (Connolly-King)
- The Board granted a Conditional Use Permit to Winge Construction, Coon Rapids, MN, (Applicant); Tamara Kaplan, Savage, MN, (Owner). Findings are on file at the Planning and Zoning Office. (Rohlfiing-King)
- The Board granted an After-The-Fact Conditional Use Permit to Chris Short, Prior Lake, MN, (Applicant/Owner). The application was approved with conditions and findings are on file at the Planning and Zoning Office: (Rohlfiing-King)
- The Board approved the recommendation to accept the resignation request from Dawn Giesen, full time Recreational Therapist in Human Services, effective December 28, 2015. (King-Rohlfiing)
- The Board approved the recommendation to post and request the merit list for a full time Recreational Therapist in Human Services as a Grade 7, Step 1 at \$18.09 per hour. (Rohlfiing-King)
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- The Board approved the recommendation to hire Trisha Chimal Simonette as a full time Administrative Assistant III in Public Health, as a Grade 5, Step 2 at \$17.11 per hour, effective January 4, 2016. (King-Rohlfiing)
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- The Board approved the recommendation to transfer Julie Factor, full time Deputy Auditor-Treasurer II Accounting Specialist in the Auditor-Treasurer's Department, Grade 7, Step 2 at \$18.75 per hour to a full

time Administrative Assistant III in the Recorder's Office, as a Grade 5, effective December 21, 2015. Effective January 1, 2016, will be Grade 5, Step 5, at \$19.03 per hour. (Connolly-Rohlfing)

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- The Board approved the recommendation to approve and sign the Memorandum of Understanding with Le Sueur County and the Teamsters Local No. 320 Court House union revising Article XXI, Severance, to add unused vacation hours be paid into the Minnesota State Retirement System Health Care Savings Plan. (Rohlfing-Connolly)
- At 6:00 p.m. the Board convened the Public Hearing to take testimony on the proposed 2016 County Levy and the 2016 County Budget. 5 members of the general public were present. County staff present included: Auditor / Treasurer Pam Simonette, Human Services Director Sue Rynda, Public Health Director Cindy Shaughnessy, Finance Director / Elections Administrator Carol Blaschko, County Administrator Darrell Pettis and Assessor Shayne Bender. There were 0 public comments.
- The Board declared the Public Hearing closed at 6:18 p.m. (Rohlfing-Connolly)
- The Board adopted the following 2016 Final Levy: (Rohlfing-Connolly)

2016 FINAL LEVY

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- The Board approved to award the CSAH 7 Bridge Project to Barnett Bros. in the amount of \$273,016. (Connolly-King)
- The Board approved the 2015 Municipal Maintenance Agreements. (King-Rohlfing)
- The Board approved and authorized the County Administrator to sign the Agreement to State Transportation Fund Local Bridge Replacement Program Grant Terms and Conditions, SAP 040-007-006. (Rohlfing-Connolly)
- At 6:45 p.m. the Board convened the Public Hearing to take testimony on the proposed 2016 Fee Changes. 3 members of the general public were present. There were 0 public comments.
- The Board declared the Public Hearing closed at 6:46 p.m. (King-Connolly)
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Excel Reports	\$50 set up fee	\$100 set up fee
	\$0.05 per record or \$20 per hour	\$50 per hour
Print out report	\$0.10 per page	\$0.25 per page
ENVIRONMENTAL SERVICES FEES		
Cluster Fee for Variances		\$600.00 + \$200.00 per lot
GIS		
Printer Map Product – Black and white	\$1.00 per page	Delete
Printer Map Product – Color	\$2.00 per page	\$1.00 per page
Printer Map Product – Plotter HP (34 x 44)	\$8.00 per page	\$10.00 per page
Orthophotography CDs	\$52.00 per CD \$53.00 per DVD	Delete

Land Information GeoDatabase		\$2,500.00
RECORDER		
Re-Issue Marriage Document, Applicant Error		\$10.00
Marriage Waivers		\$25.00
Abstract Certification	\$55.00 New or Recertification \$45.00 Update Continuation	\$75.00 New or Recertification \$60.00 Update Continuation
O & E Report	\$100.00	\$140.00
Plat Review		\$50.00
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●The following claims were approved for payment: (Connolly-Rohlfing)

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24	Claims paid more than \$2,000.00:	\$279,363.18
156	Total all claims paid:	\$324,976.67

●The Board adjourned until Tuesday, December 22, 2015 at 9:00 a.m. (Connolly-King)

ATTEST: Le Sueur County Administrator Le Sueur County Chairman

REPAIR REQUEST

We, the undersigned landowners, do hereby request the Le Sueur County Board of Commissioners to clean out and repair Le Sueur County Ditch # 18 located in Montgomery township.

Signed	Address/Phone #
<u>Todd S. Deneen</u>	<u>36625 Kuzel Lane Montgomery</u> <u>56069 612-214-1085</u>
_____	_____
_____	_____
_____	_____

Date: 12-14-15

Description of problem: clean out Ditch

Needs clean out.
Proger Ruhlman
12-16-15

Tract Number	MT = Multiple Tract Number	HEL = Highly Erodible Land	MW = Minimal Effect Wetland (Exempt)
Wetland	CW = Converted Wetland	NHEL = Non-Highly Erodible	MNC, MWM, MWR = special cond. See NRCS
Farmed Wetland	NA = Non-Agricultural	PC = Prior Converted Wetland	NC = Non-Cropland
Non-Wetland	AW = Artificial Wetland	ECW = (Commenced) Converted Wetland	NI = Non-Inventoried

DATE: LE SUEUR
 NOT TO SCALE
 REPRODUCED: MARCH 1999
 CROP YEAR: 1999

PHOTO NUMBER
I 6

WARNING: Contact NRCS before draining, dredging, filling, or leveling any wet areas or wetland coded fields, or etc. Also contact NRCS before improving, modifying, or doing maintenance on an existing drainage system.

