



Le Sueur County, MN

Tuesday, January 5, 2016

Board Meeting

Item 2

9:15 a.m. Agenda and Consent Agenda

RE: December 22, 2015 Minutes and Summary Minutes

Staff Contact:

Minutes of Le Sueur County Board of Commissioners Meeting December 22, 2015

The Le Sueur County Board of Commissioners met in regular session on Tuesday, December 22, 2015 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Steve Rohlffing, Lance Wetzel, Dave Gliszinski, John King and Joe Connolly. Darrell Pettis and Brent Christian were also present.

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

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

- Approved the December 15, 2015 County Board Minutes and Summary Minutes.
- Approved the CD #18 Repair Request

Ann Traxler, Emergency Management and Cindy Shaughnessy, Public Health came before the Board with one item for approval.

On motion by King, seconded by Rohlffing and unanimously approved, the Board approved the out-of-state travel to attend Incident Response to Terrorist Bombings Training in Sorrocco, New Mexico in April 2016 for nineteen Le Sueur County employees.

Cindy Westerhouse, Human Resources came before the Board with several items for approval.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved the recommendation to grant regular status to Justin Coates, full time Agency Social Worker, in Human Services, effective December 15, 2015. Justin has completed the six-month probationary period.

On motion by Connolly, seconded by Rohlffing and unanimously approved, the Board approved the recommendation to hire Dani Blaschko as a part time Administrative Assistant II in the Sheriff's Office as a Grade 4, Step 1 at \$15.20 per hour, effective December 22, 2015.

Amy Beatty appeared before the Board with two items for approval.

On motion by King, seconded by Rohlffing and unanimously approved, the Board approved the 2016-17 County Feedlot Program Delegation Agreement and Work Plan Review.

On motion by Connolly, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Chair to sign the Recycling Services Agreement between the City of Le center and Le Sueur County.

Josh Mankowski, LSC Resource Specialist came before the Board with one item for approval.

On motion by Rohlfing, seconded by Gliszinski and unanimously approved 5-0, the Board approved and authorized the County Administrator to sign the Resolution for Aquatic Invasive Species Prevention Aid.

Pam Simonette came before the Board with one item for approval.

On motion by Connolly, seconded by Gliszinski and unanimously approved, the Board approved a credit card request for Emily O'Brien.

Darrell Pettis, Administrator came before the Board with several items for consideration and approval.

On motion by Rohlfing, seconded by King and approved, the Board adopted the following resolution setting the 2016 mileage reimbursement rate:

BE IT RESOLVED: That the Le Sueur County Board of Commissioners hereby sets the mileage reimbursement for Le Sueur County Employees to be the Federal IRS mileage at 54 cents per mile and 2 cents per mile additional for those Water Patrol Officers while pulling a water patrol boat for the year 2016.

On motion by King, seconded by Connolly and approved the Board adopted the 2016 Per Diem Rate:

BE IT RESOLVED: That the Le Sueur County Board of Commissioners hereby sets the 2016 Per Diem at \$50.00 per half day and \$80.00 per full day, effective January 1, 2016.

On motion by Rohlfing seconded by King and approved, the Board set the 2016 Per Diem Eligible Committees as follows:

2016 PER DIEM ELIGIBLE COMMITTEES

Personnel Policy Committee, Scenic Byway Alliance, Family Services Collaborative, Labor Management, Historical Society, Union Negotiations, Fair Board, PIC, Law Library, Airport Commissions, Extension, MVCOG, Le Sueur/Waseca Regional Library, Road & Bridge, Transportation Alliance, Annual Township Meeting, Personnel Interviews, all AMC Policy Committees, AMC, NACO, Le Sueur - Waseca Community Health Board, Planning & Zoning matters, Tri-County Solid Waste, Cannon River Matters, MSSA, Mental Health Advisory, Immtrack Joint Powers Board, Region 9, MVAC, EMS Joint Powers, HRA, Multi-County HRA, Region 9, Le Sueur County Aging and Transit, MV River Watershed Committee, Ney Foundation, Parks, Le Sueur – Scott Joint Drainage Authority, Le Sueur – Rice Joint Drainage Authority, Le Sueur – Blue Earth Joint Drainage Authority, Public Health Emergency Preparedness Advisory Committee, Public Health Advisory Committee, LCDS Inc., Employee Reclassification Committee, German – Jefferson Sewer District, Regional Radio Board, GBERBA, Middle MN River Watershed, SHIP (Statewide Health Improvement Program), Aquatic Invasive Species (AIS) Committee, Safety Policy Committee, Insurance Review Committee

and any other newly created committees recognized by the County Board in the year 2016.

On motion by Gliszinski, seconded by Connolly and approved, the following resolution was adopted:

BE IT RESOLVED: that all members of the County Board, the Human Services Director, the County Engineer / Administrator, and the VSO are hereby designated as Association of Minnesota County Delegates for Le Sueur County in 2016.

BE IT FURTHER RESOLVED: that all officials and their delegates are hereby authorized to attend all meetings called by their respective associations, regional and national, including regular meetings called during the year 2016, and

BE IT FURTHER RESOLVED: that all out of state meetings must be requested in person by the Department Head before the County Board.

On motion by Rohlfling, seconded by Gliszinski and approved, the Board established the 2016 annual base salary of the Le Sueur County Board of Commissioners to be \$28,228 plus cafeteria benefits as negotiated by the Union Contracts.

On motion by King, seconded by Rohlfling and approved, the Board adopted the following resolution setting the 2016 Le Sueur County hours of operation:

THEREFORE BE IT RESOLVED: That all employees except for public safety and the county highway department employees shall have their normal work week at 39.5 hours in 2016.

BE IT FURTHER RESOLVED: That the normal hours of operation for the County Courthouse and Planning and Zoning Office shall be 8:00 a.m. to 4:30 p.m. on Mondays thru Thursday and 8:00 a.m. to 4:00 p.m. on Friday for 2016.

Darrell Pettis came before the Board with several items for consideration and approval.

On motion by Rohlfling, seconded by King and unanimously approved, the Board approved to reappoint Commissioner Connolly as Aging Services representative for Le Sueur County.

On motion by King, seconded by Rohlfling and unanimously approved, the Board approved the Proposed 2015 Road and Bridge budget line item changes.

Revenue

Account Number	Line Item Description	Approved 2015 Budget	Proposed Budget Amount	Difference	Comments
10-300-5558	Misc Reimbursement	\$9,427,900	\$2,800,000	\$6,627,900	CSAH 23 Project Delay + CSAH 3
10-300-5885	Township Bridge	\$0	\$475,932	-\$475,932	Funds received in 2015 for 2014 work
10-300-5893	State Aid Regular Construction	\$907,907	\$1,254,500	-\$346,593	Borrow ahead for CSAH 26 & 28
10-300-5895	State Aid Municipal Construction	\$223,600	\$635,000	-\$211,390	Seal Coat and CSAH 35 Projects
10-300-5896	Bridge Bonds	\$343,323	\$0	\$343,323	Bridge Bonds not available for projects
10-300-5898	Sale of Material to City	\$20,000	\$400,000	-\$380,000	CSAH 3 and CSAH 35 Reimbursement
10-300-5896	State Aid Bonds	\$7,432,000	\$525,000	\$6,907,100	Bonds proceeds not utilized for CIP
10-304-5941	Bond Proceeds	\$0	\$9,800,000	-\$9,800,000	CIP and SA bond proceeds placed in this account

\$2,641,898 (reduction)

Expenditures

Account Number	Line Item Description	Approved 2015 Budget	Proposed Budget	Difference	Comments
10-301-6389	State Aid Contracts	\$10,923,523	\$5,600,000	\$5,323,523	CSAH 23 Project
10-301-6390	State Aid Municipal Contracts	\$5,737,239	\$4,600,000	\$1,137,239	CSAH 3 work remaining, 52 bridge
10-301-6392	County Contract Payments	\$1,000,000	\$1,260,000	-\$260,000	CR Seal Coat
10-302-6301	Hired Equipment	\$10,000	\$155,000	-\$145,000	Culvert Replacements
10-302-6495	Supplies-Road Repair & Maint	\$175,000	\$255,000	-\$80,000	Striping
10-302-6496	Supplies - Aggregate / Asphalt	\$450,000	\$265,000	\$185,000	More aggregate, less asphalt
10-302-6605	Buildings and Structures	\$180,000	\$365,000	-\$185,000	Waterville Joint Facility
10-302-6497	Supplies - Road Salt	\$110,000	\$160,000	-\$50,000	
10-302-6610	Major Road Equipment	\$662,500	\$720,000	-\$57,500	Replace Unit 25
10-303-6415	Motor Fuel	\$400,000	\$275,000	\$125,000	Reduced fuel prices
10-303-6445	Equipment Repair / Supplies	\$175,000	\$310,000	-\$135,000	Cutting Edges

\$6,108,001.00 (reduction)

On motion by King, seconded by Connolly and unanimously approved, the Board approved the SEH Design Agreement for TH 112.

On motion by Gliszinski, seconded by Rohlffing and unanimously approved, the Board approved the final retainage payment to Frattalone Companies in the amount of \$9,425.

On motion by Rohlffing, seconded by King and unanimously approved, the Board convened the public hearing at 10:00 a.m. for Ordinance Revisions and the Septic Update Loan Administration Plan.

There were 0 members of the public present and 0 public comments.

Kathy Brockway, Zoning Administrator gave an overview of the proposed changes and was available for questions.

On motion by Connolly, seconded by Gliszinski and unanimously approved, the Board approved to close the public hearing at 10:15 a.m.

On motion by Rohlffing, seconded by King and unanimously approved, the Board approved to repeal in its entirety Section 17, Subsurface Sewage Treatment Systems and amended the Le Sueur County Zoning Ordinance by the adoption of Section 17, Subsurface Sewage Treatment Systems effective January 1, 2016.

On motion by Rohlfig, seconded by Gliszinski and unanimously approved, the Board approved the Septic Loan Upgrade Loan Administration Plan changes.

On motion by Connolly, seconded by King and unanimously approved, the Board adjourned until Tuesday, January 5, 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 22, 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 22, 2015 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Steve Rohlfling, Lance Wetzel, Dave Gliszinski, John King and Joe Connolly. Darrell Pettis and Brent Christian were also present.

● The Board approved the agenda for the business of the day. (Connolly-Gliszinski)

● The Board approved the consent agenda: (Rohlfling-King)

- Approved the December 15, 2015 County Board Minutes and Summary Minutes.

- Approved the CD #18 Repair Request

● The Board approved the out-of-state travel to attend Incident Response to Terrorist Bombings Training in Sorrocco, New Mexico in April 2016 for nineteen Le Sueur County employees. (King-Rohlfling)

● The Board approved the recommendation to grant regular status to Justin Coates, full time Agency Social Worker, in Human Services, effective December 15, 2015. (King-Gliszinski)

● The Board approved the recommendation to hire Dani Blaschko as a part time Administrative Assistant II in the Sheriff's Office as a Grade 4, Step 1 at \$15.20 per hour, effective December 22, 2015. (Connolly-Rohlfling)

● On motion by King, seconded by Rohlfling and unanimously approved, the Board approved the 2016-17 County Feedlot Program Delegation Agreement and Work Plan Review.

● The Board approved and authorized the Chair to sign the Recycling Services Agreement between the City of Le Center and Le Sueur County. (Connolly-Gliszinski)

● The Board approved and authorized the County Administrator to sign the Resolution for Aquatic Invasive Species Prevention Aid. (Rohlfling-Gliszinski)

● The Board approved a credit card request for Emily O'Brien. (Connolly-Gliszinski)

● The Board adopted the following resolution setting the 2016 mileage reimbursement rate: (Rohlfling-King)

BE IT RESOLVED: That the Le Sueur County Board of Commissioners hereby sets the mileage reimbursement for Le Sueur County Employees to be the Federal IRS mileage at 54 cents per mile and 2 cents per mile additional for those Water Patrol Officers while pulling a water patrol boat for the year 2016.

● The Board adopted the 2016 Per Diem Rate: (King-Connolly)

BE IT RESOLVED: That the Le Sueur County Board of Commissioners hereby sets the 2016 Per Diem at \$50.00 per half day and \$80.00 per full day, effective January 1, 2016.

● The Board set the 2016 Per Diem Eligible Committees as follows: (Rohlfling-King)

2016 PER DIEM ELIGIBLE COMMITTEES

Personnel Policy Committee, Scenic Byway Alliance, Family Services Collaborative, Labor Management, Historical Society, Union Negotiations, Fair Board, PIC, Law Library, Airport Commissions, Extension, MVCOG, Le Sueur/Waseca Regional Library, Road & Bridge, Transportation Alliance, Annual Township Meeting, Personnel Interviews, all AMC Policy Committees, AMC, NACO, Le Sueur - Waseca Community Health Board, Planning & Zoning matters, Tri-County Solid Waste, Cannon River Matters, MSSA, Mental Health Advisory, Immtrack Joint Powers Board, Region 9, MVAC, EMS Joint Powers, HRA, Multi-County HRA, Region 9, Le Sueur County Aging and Transit, MV River Watershed Committee, Ney Foundation, Parks, Le Sueur – Scott Joint Drainage Authority, Le Sueur – Rice Joint Drainage Authority, Le Sueur – Blue Earth Joint Drainage Authority, Public Health Emergency Preparedness Advisory Committee, Public Health Advisory Committee, LCDS Inc., Employee Reclassification Committee, German – Jefferson Sewer District, Regional Radio Board, GBERBA, Middle MN River Watershed, SHIP (Statewide Health Improvement Program), Aquatic Invasive Species (AIS) Committee, Safety Policy Committee, Insurance Review Committee

and any other newly created committees recognized by the County Board in the year 2016.

- The following resolution was adopted: (Gliszinski-Connolly)

BE IT RESOLVED: that all members of the County Board, the Human Services Director, the County Engineer / Administrator, and the VSO are hereby designated as Association of Minnesota County Delegates for Le Sueur County in 2016.

BE IT FURTHER RESOLVED: that all officials and their delegates are hereby authorized to attend all meetings called by their respective associations, regional and national, including regular meetings called during the year 2016, and

BE IT FURTHER RESOLVED: that all out of state meetings must be requested in person by the Department Head before the County Board.

- The Board established the 2016 annual base salary of the Le Sueur County Board of Commissioners to be \$28,228 plus cafeteria benefits as negotiated by the Union Contracts. (Rohlfing-Gliszinski)

- The Board adopted the following resolution setting the 2016 Le Sueur County hours of operation: (King-Rohlfing)

THEREFORE BE IT RESOLVED: That all employees except for public safety and the county highway department employees shall have their normal work week at 39.5 hours in 2016.

BE IT FURTHER RESOLVED: That the normal hours of operation for the County Courthouse and Planning and Zoning Office shall be 8:00 a.m. to 4:30 p.m. on Mondays thru Thursday and 8:00 a.m. to 4:00 p.m. on Friday for 2016.

- The Board approved to reappoint Commissioner Connolly as Aging Services representative for Le Sueur County. (Rohlfing-King)

- The Board approved the Proposed 2015 Road and Bridge budget line item changes. (King-Rohlfing)

- The Board approved the SEH Design Agreement for TH 112. (King-Connolly)

- The Board approved the final retainage payment to Frattalone Companies in the amount of \$9,425. (Gliszinski-Rohlfing)

- The Board convened the public hearing at 10:00 a.m. for Ordinance Revisions and the Septic Update Loan Administration Plan. (Rohlfing-King)

- There were 0 members of the public present and 0 public comments.

- The Board approved to close the public hearing at 10:15 a.m. (Connolly-Gliszinski)

- The Board approved to repeal in its entirety Section 17, Subsurface Sewage Treatment Systems and amended the Le Sueur County Zoning Ordinance by the adoption of Section 17, Subsurface Sewage Treatment Systems effective January 1, 2016. (Rohlfing-King)

- The Board approved the Septic Loan Upgrade Loan Administration Plan changes. (Rohlfing-Gliszinski)

- The Board adjourned until Tuesday, January 5, 2015 at 9:00 a.m. (Connolly-King)

ATTEST: Le Sueur County Administrator Le Sueur County Chairman