



**LE SUEUR COUNTY BOARD OF COMMISSIONERS
MEETING AGENDA
COMMISSION CHAMBERS
January 5, 2016**

1. **9:00 a.m. Board Reorganization**
2. **9:15 a.m. Agenda and Consent Agenda**
RE: December 22, 2015 Minutes and Summary Minutes
3. **9:20 a.m. End of Year Claims (10 min)**
4. **9:30 a.m. Pam Simonette (15 min)**
RE: Application to Abate Penalty of Current Tax
RE: Claims
RE: Dedicated Reserves
RE: Designation of Depository
RE: Interest Collected
5. **9:45 a.m. Human Resources (10 min)**
6. **9:55 a.m. Shayne Bender (5 min)**
RE: Clerical Abatements and Additions to Tax Rolls Annual Report
7. **10:00 a.m. Open Newspaper Bids (5 min)**
8. **10:05 a.m. Darrell Pettis, County Administrator/Engineer**
RE: 2016 Committees
RE: Sharon Township Cemetery
RE: Final CSAH 26 and CSAH 28 Micro Surfacing Project

RE: Township Officials Meeting, Feb. 13, 2016 at 10:00 a.m.

9. **Future Meetings**



Le Sueur County, MN

Tuesday, January 5, 2016

Board Meeting

Item 1

9:00 a.m. Board Reorganization

Staff Contact:

Le Sueur County Board Reorganization

Administrator Pettis calls the 2016 Le Sueur County Board of Commissioners to Order.

Administrator Pettis then calls for nominations for Chairman. (3 Times)

Commissioner _____, seconded by Commissioner _____ nominates Commissioner _____ for Chairman.

On motion by _____, seconded by _____ and unanimously approved, nominations cease and the Secretary is instructed to cast a unanimous ballot for _____, the 2016 Board Chair.

Administrator Pettis hands over the gavel to the Board Chair.

The Board Chair then calls for nominations for Vice Chair. (3 Times)

Commissioner _____, seconded by Commissioner _____ nominates Commissioner _____ for Vice Chairman.

On motion by _____, seconded by _____ and unanimously approved, nominations cease and the Secretary is instructed to cast a unanimous ballot for _____, the 2016 Board Vice Chairman.



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 Rohlffing, 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 Rohlffing 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 Rohlffing, 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 Rohlffing 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	\$625,000	\$6,807,000	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.

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- 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.

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- 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



Le Sueur County, MN

Tuesday, January 5, 2016

Board Meeting

Item 3

9:20 a.m. End of Year Claims (10 min)

Staff Contact:



Le Sueur County, MN

Tuesday, January 5, 2016

Board Meeting

Item 4

9:30 a.m. Pam Simonette (15 min)

RE: Application to Abate Penalty of Current Tax

RE: Claims

RE: Dedicated Reserves

RE: Designation of Depository

RE: Interest Collected

Staff Contact:

Board Copy

Waiver of penalty request-

APPEAL

re: late pymt of taxes beyond my control (real estate farm tax 2nd ½ 2015)

Dorothy Knish 12-15-15

ATTN: LESUEUR County Board

On or about Nov 13, 2015 I mailed a check, from the Mankato postal box outside my work building, in order to pay my real estate farm tax, 2nd ½, to the LeSueur County Treasurer at the LeSueur County Courthouse, 88 s park ave, LeCenter Mn 56057 – Due Nov. 16th. Apparently the post office mistook the zip code for something else because they returned the letter with the check to me with the zip code circled and the same zip code of 56057 written next to it. (I had used my own envelope because there was not a pre-addressed envelope included in with my tax statements to use for this payment.)

Connie asked me if I still had the envelope to verify this but, unfortunately, I threw away the envelope that the post office returned to me when I put the check and payment stubs back into another envelope and mailed it once again to the same address as given above. Instead I put a little sticky note into the envelope with the check indicating the post office had returned the letter to me and I was resending the payment. This was on or about Dec 5th 2015, the same day the post office had returned the check/letter to me.

A couple days later I got a notice the treasurer had not received the payment but figured by then they would have it in the mail with my explanation of why it was late and all would be good. Now, 12-14-15, I got another letter saying they are still charging me a penalty of 291.92, even though they credited my payment on 12-9-15 for all the taxes due. I was advised today, 12-15-15, when I called in and spoke to Connie at the Treasurer's office that I would have to pay the penalty even though it is not my fault that the payment was late. She said I would have the option to appeal this to the county board so here is my appeal.

Please note my record is good for making all my tax payments in the past years on all my multiple properties on time.

Please waive this penalty of 291.92 and refund the amount to me -which I have now paid per Connie's/treasurer's office statement that I would have to pay the penalty before you could consider waiving that same penalty– which doesn't make sense to me – because now you are more likely to say “oh well she paid it so why should we waive it”, however, I was told if it was not paid by Dec 30 a higher penalty yet would be added and it is hard enough to afford to pay this amount in addition to all the taxes I get charged for. The property taxes are high enough let alone that an outrageously high penalty is being added because the payment was made late (due Nov 16, 2015 and credited to account Dec 9, 2015 – less then a month's time) for a reason that was beyond my control.

I would appreciate your tolerance in this issue and respectfully request that you waive the penalty and refund it to me. You may use this letter of explanation to satisfy any questions the auditor may have regarding this incident with my written signature as an affidavit to show the payment was mailed timely and in good faith that it would be delivered to you timely through the us postal service.

Please add me to your next agenda and advise when that board meeting will be.

Dorothy Knish



KNISH PROPERTIES
DOROTHY KNISH
42136 KILKENNY RD
KILKENNY, MN 56052

5204
75-427/919

NOV 06 / 2015
Date

Pay to the
Order of Le Sueur Co. Treasurer

\$3649.00/00

Three thousand six hundred forty nine & no 100 Dollars

 Security
Features
Details on
Back.

fnb
THE FIRST NATIONAL BANK
LE CENTER 507-357-2273
KILKENNY 507-595-2273

For 2nd 1/2 taxes farm

Dorothy Knish
NP

[Authenticate](#)

2015 Minnesota Statutes

375.192 REDUCTIONS OR ABATEMENTS OF VALUATION OR TAXES.

Subdivision 1. [Repealed, 1990 c 604 art 3 s 65]

Subd. 2. **Procedure, conditions.** Upon written application by the owner of any property, the county board may grant the reduction or abatement of estimated market valuation or taxes and of any costs, penalties, or interest on them as the board deems just and equitable and order the refund in whole or part of any taxes, costs, penalties, or interest which have been erroneously or unjustly paid. Except as provided in sections 469.1812 to 469.1815, no reduction or abatement may be granted on the basis of providing an incentive for economic development or redevelopment. Except as provided in section 375.194, the county board may consider and grant reductions or abatements on applications only as they relate to taxes payable in the current year and the two prior years; provided that reductions or abatements for the two prior years shall be considered or granted only for (i) clerical errors, or (ii) when the taxpayer fails to file for a reduction or an adjustment due to hardship, as determined by the county board. The application must include the Social Security number of the applicant. The Social Security number is private data on individuals as defined by section 13.02, subdivision 12. All applications must be approved by the county assessor, or, if the property is located in a city of the first or second class having a city assessor, by the city assessor, and by the county auditor before consideration by the county board, except that the part of the application which is for the abatement of penalty or interest must be approved by the county treasurer and county auditor. Approval by the county or city assessor is not required for abatements of penalty or interest. No reduction, abatement, or refund of any special assessments made or levied by any municipality for local improvements shall be made unless it is also approved by the board of review or similar taxing authority of the municipality. On any reduction or abatement when the reduction of taxes, costs, penalties, and interest exceed \$10,000, the county board shall give notice within 20 days to the school board and the municipality in which the property is located. The notice must describe the property involved, the actual amount of the reduction being sought, and the reason for the reduction.

An appeal may not be taken to the Tax Court from any order of the county board made in the exercise of the discretionary authority granted in this section.

The county auditor shall notify the commissioner of revenue of all abatements resulting from the erroneous classification of real property, for tax purposes, as nonhomestead property. For the abatements relating to the current year's tax processed through June 30, the auditor shall notify the commissioner on or before July 31 of that same year of all abatement applications granted. For the abatements relating to the current year's tax processed after June 30 through the balance of the year, the auditor shall notify the commissioner on or before the following January 31 of all applications granted. The county auditor shall submit a form containing the Social Security number of the applicant and such other information the commissioner prescribes.

Subd. 3. **Homestead status.** Subject to the approval of the commissioner of revenue, the county board shall authorize the county auditor to grant the classification denied under section 272.115, subdivision 4, if a certificate of value has been filed with the county auditor. The county board shall not hear any requests under this subdivision after May 31 of the year in which the taxes are payable.

Subd. 4. **Delegation by county board.** Notwithstanding any law to the contrary, the county board may delegate to the county auditor any authority, power, or responsibility assigned to the county board in this section. If delegation is granted under this subdivision, the county board shall prescribe the conditions for the delegation and may revoke delegation without good cause or prior notice. If the county auditor holds elective office,

Connie Kopet – Chief Deputy

88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057

TEL: 507-357-2251 FAX: 507-357-6375

January 5, 2016

Le Sueur County Board of Commissioners:

Request for the Board to delegate their authority to review the below listed claims before payment pursuant to M.S. 375.18, Subd 1b. to the Le Sueur County Auditor-Treasurer. These claims shall be examined in accordance with the established internal accounting and administrative control procedures to ensure the proper disbursement of public funds.

Claims to be paid under the Statute by Auditor-Treasurers' approval includes:

- Bills that are discounted when paid in specific time period
- Utilities/Telephone/Sewer & Water
- Contract/Lease Payments
- Employee's Credit Card Reimbursements
- Class Registration/Reservations
- Dues
- Postage
- Drug Investigation Money
- Tax Settlements/Apportionments
- License Fees
- Taxes & Special Assessments
- Bond Payments
- Septic Loans

Sincerely,

Pam Simonette
Le Sueur County Auditor-Treasurer

Connie Kopet – Chief Deputy

88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057

TEL: 507-357-2251 FAX: 507-357-6375

January 5, 2016

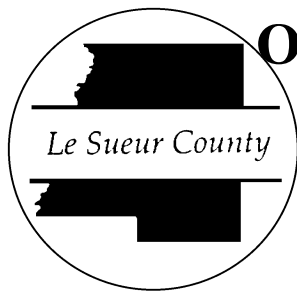
Le Sueur County Board of Commissioners:

The following is a list of the dedicated reserves for Le Sueur County for 2016:

Revenue Fund	5,178,197
Road & Bridge	7,231,125
Human Services	2,958,354
Environmental	384,418
Victim Witness	41,865
Solid Waste	1,633,425.34 (actual)
Bond Fund	858,482

Sincerely,

Pam Simonette
Le Sueur County Auditor-Treasurer



Office of the County Auditor-Treasurer

88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057
TEL: 507-357-2251 FAX: 507-357-6375
Pam Simonette-County Auditor-Treasurer

January 5, 2016

Le Sueur County Board of Commissioners:

I hereby designate the following financial institutions as depositories of funds for Le Sueur County for 2016, provided they furnish proper and sufficient collateral or surety bond, as needed for such deposits.

- | | |
|-------------------------------------|----------------|
| 1. First National Bank | Le Center MN |
| 2. First State Bank | Le Center MN |
| 3. Frandsen Bank & Trust | Montgomery MN |
| 4. First Farmers and Merchants Bank | Le Sueur MN |
| 5. Cornerstone State Bank | Le Sueur MN |
| 6. HomeTown Bank | Cleveland MN |
| 7. Frandsen Bank & Trust | Waterville MN |
| 8. Elysian Bank | Elysian MN |
| 9. Wachovia Securities Inc. | Minneapolis MN |
| 10. Magic Fund | Minneapolis MN |
| 11. State Bank of New Prague | New Prague MN |

Sincerely,

Pam Simonette
Le Sueur County Auditor-Treasurer

Connie Kopet – Chief Deputy

88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057

TEL: 507-357-2251 FAX: 507-357-6375

January 5, 2016

Le Sueur County Board of Commissioners:

I, Pam Simonette, Le Sueur County Auditor-Treasurer, do hereby submit to you the amount of interest collected on investments during the year of 2015

Total Interest Collected in 2015: \$212,387.89

Included in the interest amount:

Collected on daily accounts \$ 16,144.43

Respectfully submitted,

Pam Simonette
Le Sueur County Auditor-Treasurer



Le Sueur County, MN

Tuesday, January 5, 2016

Board Meeting

Item 5

9:45 a.m. Human Resources (10 min)

Staff Contact:



Human Resources

88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057
Telephone: 507-357-8517 • Fax: 507-357-8607
Cindy Westerhouse – Human Resources Director

HUMAN RESOURCES

AGENDA ITEMS

January 5, 2015

Recommendation to grant regular status to Tina Hering, full time Registered Nurse, in Public Health, effective December 23, 2015. Tina has completed the six-month probationary period.

Recommendation to hire Kele Lukes, full time Jailer/Dispatcher in the Sheriff's Office as a Grade 6, Step 1 at \$17.07 per hour, effective December 28, 2015.

Recommendation to post for a full time Jailer-Dispatcher Corrections Sergeant in the Sheriff's Office as a Grade 9, Step 1 at \$20.84 per hour.

Recommendation to hire George Phillips as a full time GIS Technician in the Land Records Department as a Grade 6, Step 1 at \$17.50 per hour, effective January 19, 2016.

Recommendation to hire Kyle Steinke as a full time Highway Maintenance Worker in the Highway Department as a Grade 6, Step 1 at \$17.50 per hour, effective January 19, 2016.

Recommendation to hire Amber Lazzari as a full time Agency Social Worker in Human Services as a Grade 10, Step 2 at \$22.90 per hour, effective February 1, 2016.

Recommendation to post and request the merit list for a full time Lead Eligibility Worker in Human Services as a Grade 7, Step 1 at \$18.54 per hour.

Recommendation to post and advertise for three full time Accounting/Licensing Clerks in the Auditor – Treasurers Office as a Grade 7, Step 1 at \$18.54 per hour.

Recommendation to accept the retirement request from Denise Osterkamp, full time Administrative Assistant III in the Planning and Zoning Department, effective March 4, 2016. Denise has been employed with Le Sueur County since June 2001.

Recommendation to post and advertise for a full time Administrative Assistant III in the Planning and Zoning Department as a Grade 5, Step 1 at \$16.51 per hour.

Equal Opportunity Employer



Le Sueur County, MN

Tuesday, January 5, 2016

Board Meeting

Item 6

9:55 a.m. Shayne Bender (5 min)

RE: Clerical Abatements and Additions to Tax Rolls Annual Report

Staff Contact:



Le Sueur County, MN

Tuesday, January 5, 2016

Board Meeting

Item 7

10:00 a.m. Open Newspaper Bids (5 min)

Staff Contact:



Le Sueur County, MN

Tuesday, January 5, 2016

Board Meeting

Item 8

10:05 a.m. Darrell Pettis, County Administrator/Engineer

RE: 2016 Committees

RE: Sharon Township Cemetery

RE: Final CSAH 26 and CSAH 28 Micro Surfacing Project

RE: Township Officials Meeting, Feb. 13, 2016 at 10:00 a.m.

Staff Contact:

2016 County Board Re-Organization

The 2016 mileage reimbursement rate is \$0.54 per mile and \$0.02 per mile additional for water patrol officers for pulling water patrol boat.

2016 per diem rate is \$50.00 per half day and \$80.00 per full day.

Commissioner _____ is the 2016 County Board Chair and Commissioner _____ is the Vice Chair.

The _____ is the 2016 Official Legal Paper for Le Sueur County

The _____ is the Second Publication

Commissioner Gliszinski (1): AMC, NACO, Tri-County Solid Waste, Le Sueur-Waseca Board of Health, German – Jefferson Sewer District, Roads & Bridge, Guardian Ad Litem, Transportation Alliance, Fair Board, Planning & Zoning, Work Force Council, Labor Management, Insurance Review, Le Sueur – Rice Joint Drainage Authority, Le Sueur – Scott Joint Drainage Authority, AMC Public Safety Policy Committee, (952) 212-1953 cell

Commissioner Connolly (2): AMC, NACO, Tri-County Solid Waste, Le Sueur-Waseca Board of Health, German – Jefferson Sewer District, Roads & Bridges, Insurance, Deferred Compensation, Law Library, Le Sueur County Aging & Transit, MVAC/HRA, AMC General Government Policy Committee, Le Sueur – Rice Joint Drainage Authority, Le Sueur – Scott Joint Drainage Authority, . (507) 665-6150 home; (507) 340-9117 cell

Commissioner King (3): AMC, NACO, Tri-County Solid Waste, Le Sueur-Waseca Board of Health, German – Jefferson Sewer District, Roads & Bridges, Airport Commission for Le Sueur, MSSA, Joint Powers, MCIT, Transportation Alliance, Safety Committee, Minnesota River Board, Greater Blue Earth River Basin Alliance (GBERBA), Ney Foundation, Le Sueur – Waseca Regional Library, AMC Health & Human Services Policy Committee and Le Sueur – Scott Joint Drainage Authority, Le Sueur – Blue Earth Joint Drainage Authority, Regional Radio Board, Employee Reclassification Committee, Union Negotiations, , **Extension.** (612) 756-4590 cell

Commissioner Wetzel (4): AMC, NACO, Tri-County Solid Waste, Le Sueur-Waseca Board of Health, German – Jefferson Sewer District, Roads & Bridges, Le Sueur County Developmental Services (LCDS), MVAC, EMS Joint Powers, MVCOC, Cannon River Watershed, Public Health Advisory Committee, Public Health Emergency Preparedness Advisory, Family Services Collaborative, Extension, Regional Radio Board, AMC Transportation & Infrastructure Policy Committee, Le Sueur – Rice Joint Drainage Authority, Le Sueur – Blue Earth Joint Drainage Authority and Transportation Alliance, Union Negotiations, Employee Reclassification Committee, Extension. (507) 357-6621 home; (952) 217-3009 cell

Commissioner Rohlfsing (5): AMC, NACO, Tri-County Solid Waste, Le Sueur-Waseca Board of Health, German – Jefferson Sewer District, Roads & Bridges, MCIT, Mental Health Advisory, Immtrack Joint Powers Board, Transportation Alliance, VIP, Scenic Byway Alliance, MN River Basins, Region 9, SBA,, Minnesota River Board, Le Sueur County Developmental Services (LCDS), Envision 2020, Personnel Policy Committee Le Sueur – Waseca Regional Library, Mental Health Advisory, AMC Environment & Natural Resources Policy Committee, Historical Society, Le Sueur – Blue Earth Joint Drainage Authority, Airport Commission for Mankato, SHIP Community Leadership Team. (507) 317-5095 cell

2016 Canvassing Board Members; Commissioners Rohlfsing, Wetzel and Connolly

306.243 MAINTAINING ABANDONED CEMETERIES.

Subdivision 1. **Appropriation for improvement.** A county board may appropriate the general revenue funds it determines necessary for the improvement and maintenance of the cemetery if there is in the county, whether or not within the corporate limits of a town or statutory city, either of the following:

(1) a cemetery that has been abandoned or neglected and the association having had charge of the cemetery has disbanded or fails to act; or

(2) an abandoned or neglected private cemetery containing the remains of pioneers or residents of this state, deceased before 1875 or civil war veterans or veterans of the armed services of the United States of any previous war.

Subd. 2. **Duties of county board.** If there is an isolated grave or graves located outside the boundaries of a cemetery or outside an abandoned or neglected private cemetery, as described in subdivision 1, the county board of the county where the grave is located may order the disinterment and the reinterment of the body in some cemetery controlled by an organized cemetery association. The county board may appropriate funds for paying perpetual care to that association for the care of the grave or graves.

Subd. 3. **Delegation of duties.** The management and supervision of the maintenance and care of the abandoned cemeteries, and abandoned or neglected private cemeteries, or the removal of bodies as provided in this section must be delegated by the county board to the county highway department or to some existing cemetery association, veterans organization or Boy Scouts of America Area Council, or other charitable institution. That organization is responsible to the county board for its acts.

Subd. 4. **Disbursement of funds.** If funds for the care and maintenance of an abandoned or neglected private cemetery described in subdivision 1 are raised by an organization or institution other than an existing cemetery association, the funds may be paid to the county treasurer to be held or disbursed by the county board for the purposes for which the funds are raised.

Subd. 5. **Transfer.** A county that has assumed maintenance of an abandoned cemetery under this section for a period of at least one year may transfer the cemetery land and property as provided in section 306.02.

Subd. 6. **Abandonment; end of operation as cemetery.** A county that has accepted responsibility for an abandoned cemetery may prohibit further burials in the abandoned cemetery, and may cease all acceptance of responsibility for new burials.

History: 1943 c 468; 1947 c 382 s 1; 1955 c 844 s 1; 1973 c 123 art 5 s 7; 1974 c 211 s 2; 1986 c 444; 1988 c 469 art 5 s 1; 1996 c 413 s 4; 2009 c 152 s 3

306.02 CEMETERY CORPORATIONS OR ASSOCIATIONS.

Subdivision 1. **Purpose and method of formation.** A corporation or association may: (1) be formed to procure and hold or sell lands or lots exclusively for the purpose of a public cemetery; (2) acquire and manage all real and personal property necessary or proper to establish, embellish, care for, and manage a cemetery, and may construct and operate on that property a crematory and other proper means of disposing of the dead; and (3) sell and convey cemetery lots or sell and convey real or personal property acquired by it but not needed for cemetery purposes. The corporation or association may be formed by three or more persons, who shall execute and verify the certificate or articles of incorporation as required in the matter of the formation of other corporations. The certificate of incorporation shall be recorded in the office of the county recorder of the county where the cemetery is located and upon filing, the association is a corporation.

Subd. 2. **Transfer by local government unit.** Cemetery land and property or a public burial ground owned or controlled by a town, statutory or home rule charter city, or county may be transferred by deed or otherwise to an existing cemetery association or corporation, a cemetery association or corporation formed under this chapter, or a cemetery association or corporation formed under the laws of a federally recognized Indian tribe in Minnesota. The transfer may be with or without condition, as determined by the town, statutory or home rule charter city, or county. The town, statutory or home rule charter city, or county may, as a part of the transaction, enter into a contract or agreement with the cemetery association to provide for the management and maintenance of the cemetery, for the sale of lots or land in the cemetery, and for those other matters concerning the care and control of the cemetery as the town, statutory or home rule charter city, or county considers advisable.

Subd. 3. **Transfer by religious corporation.** Cemetery land or property owned by a religious corporation existing under state laws may be transferred to a cemetery association under state laws without any express consideration. In this case, the articles of incorporation of the cemetery association may provide, or may be amended to provide, for the appointment of its directors or trustees by the board of directors of the religious corporation or by some specified officer of the corporation. A cemetery association affiliated with a religious corporation by such a provision in its articles may provide for the acquisition of other cemetery properties within the state for the burial of persons of the same religious faith, exclusively.

Subd. 4. **Transfer to religious corporation.** A cemetery corporation or association governed by this chapter may transfer cemetery land or property to a religious corporation existing under state laws without any express consideration. Money held by the cemetery corporation or association for maintenance of transferred land containing cemetery burial plots must also be transferred to the religious corporation to which the land is transferred, and the religious corporation shall use the money for maintenance of the land and plots.

History: (7558) *RL s 2936; 1911 c 385 s 1; 1931 c 119 s 1; 1973 c 123 art 5 s 7; 1976 c 181 s 2; 1988 c 469 art 5 s 1; 1990 c 380 s 1; 1996 c 413 s 2; 2005 c 4 s 41; 2014 c 214 s 1*

CERTIFICATE OF PERFORMANCE

County of Le Sueur

Project Numbers:	SAP 40-626-044	\$253,814.20
	SAP 40-628-029	<u>\$287,038.43</u>
	Total	\$540,852.63

Name of Contractor: Asphalt Surface Tech Corp.

Funding: CSAH Regular Const. \$540,852.63

Contact Amount:	\$503,527.50
Total Value of Work:	\$540,852.63
Final Payment Amount:	\$36,536.63
Contact Number:	20153

I HEREBY CERTIFY to the Board of Commissioners of Le Sueur County, that I have been in charge of the work required by the above described contract, that all such work has been done and performed, measured by, and in accordance with an pursuant to the items of said contract.

12/31/15
Date


Darrell Pettis, County Hwy Engineer



Le Sueur County, MN

Tuesday, January 5, 2016

Board Meeting

Item 9

Future Meetings

Staff Contact:

Future Meetings 2016

January 5, 2016	Board Meeting, 9:00 a.m.
January 12, 2016	No Board Meeting
January 14, 2016	P&Z Meeting, 7:00 p.m. Environmental Services Building
January 18, 2016	Offices Closed – Martin Luther King Jr. Day
January 19, 2016	Board Meeting, 9:00 a.m. * Public Hearing CD #28, 10:00 a.m. and #69, 10:20 a.m.
January 21, 2016	Board of Adjustment Meeting, 3:00 p.m. Environmental Services Building
January 26, 2016	Board Meeting 9:00 a.m.
February 2, 2016	Board Meeting 9:00 a.m.
February 9, 2016	No Board Meeting
February 11, 2016	P&Z Meeting, 7:00 p.m. Environmental Services Building
February 15, 2016	Offices Closed – President’s Day
February 16, 2016	Board Meeting, 9:00 a.m. CHB Meeting, 1:00 p.m. Waterville Senior Center
February 18, 2016	Board of Adjustment Meeting, 3:00 p.m. Environmental Services Building
February 23, 2016	Board Meeting, 9:00 a.m.