



Le Sueur County, MN

Tuesday, July 26, 2016

Board Meeting

Item 1

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

RE: July 19, 2016 Minutes and Summary Minutes

Staff Contact:

Minutes of Le Sueur County Board of Commissioners Meeting July 19, 2016

The Le Sueur County Board of Commissioners met in regular session on Tuesday, July 19, 2016 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: John King, Dave Gliszinski, Steve Rohlffing, Lance Wetzel and Joe Connolly. Darrell Pettis and Brent Christian were also present.

On motion by Connolly, seconded by Wetzel and unanimously approved, the Board approved the amended agenda.

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

- Approved the July 5, 2016 County Board Minutes and Summary Minutes
- Approved the Annual Kilkenny Fire Department ATV Ride
- Approved the CD # 45 and 60 Repair Requests

On motion by Wetzel, seconded by Gliszinski and unanimously approved, the following cases and claims were approved:

Soc Serv:	\$ 157,871.94
Financial:	\$ 68,339.48

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 Rohlffing, seconded by Connolly and unanimously approved, the Board approved to authorize Sue Rynda to sign the Civil Rights Assurance Agreement.

Dave Tietz, Nick Greenig and Todd Waldron with the Sheriff's Department appeared before the Board with an Active Violence – Active Shooter presentation.

Scott Gerr appeared before the Board with two items for approval.

On motion by Gliszinski, seconded by Wetzel and unanimously approved, the Board approved the Citrix maintenance renewal in the amount of \$3,295 and the VMware renewal in the amount of \$4,867.

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

On motion by Rohlffing, seconded by Wetzel and unanimously approved, the Board approved the recommendation to reclassify Michelle Mettler, full time Assistant Planning and Zoning Administrator in the Planning and Zoning Department, a Grade 10, Step 10 at \$30.29 per hour to a full time Assistant Planning and Zoning Administrator in the Planning and Zoning Department,

as a Grade 11, Step 10 at \$32.10 per hour, effective July 19, 2016. Michelle has been a Le Sueur County employee since December 1997.

On motion by Connolly, seconded by Gliszinski and unanimously approved, the Board approved the recommendation to grant regular status to Kyle Steinke, full time Highway Maintenance Worker in the Highway Department, effective July 19, 2016. Kyle has completed the six-month probationary period.

On motion by Rohlfing, seconded by Wetzel and unanimously approved, the Board approved the recommendation to grant regular status to George Phillips, full time GIS Technician in the Land Records Department, effective July 19, 2016. George has completed the six-month probationary period.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved the recommendation to hire Bryan Dauk as a full time Deputy Sheriff in the Sheriff's Office, as a Grade 10, Step 1 at \$22.09 per hour, effective July 20, 2016. Bryan has been employed with Le Sueur County as a part time Deputy Sheriff since April 2016.

On motion by Rohlfing, seconded by Wetzel and unanimously approved, the Board approved the recommendation to accept the retirement request from LuAnn Leach, full time Public Health Nurse in Public Health, effective September 30, 2016. LuAnn has been an employee with Le Sueur County since August 1997.

Effective June 30, 2016, Terry Foy, Le Sueur County's Labor Attorney with Ratwik, Roszak and Maloney, retired. Ann R. Goering will be assigned as our new Labor Attorney.

Justin Lutterman appeared before the Board with two items for discussion and approval.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved the out of state travel request for Justin Lutterman to attend the Schneider Conference in Ankeny, IA from July 27-28, 2016.

On motion by Wetzel, seconded by Rohlfing and unanimously approved, the Board approved the Pictometry aerial imagery project contract.

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

On motion by Wetzel, seconded by Rohlfing and unanimously approved, the Board approved and authorized the Board Chair to sign the 2016 Le Sueur County – MnDOT transit planning grant resolution in the amount of \$8,381.

On motion by Connolly, seconded by Gliszinski and unanimously approved, the Board approved and authorized the County Administrator to sign the CSAH 3 Retainage Reduction Resolution reducing the amount retained on SAP 40-603-0255 from \$249,575.85 to \$99,830.34.

On motion by Wetzel, seconded by Rohlfling and unanimously approved, the Board approved the CSAH 28 and TH 169 final payment to Peterson Companies in the amount of \$107,451.69.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved and authorized the Board Chair to sign the 2016 Emergency Management Performance Grant for the amount of \$23,306.

On motion by Rohlfling, seconded by Gliszinski and unanimously approved, the Board approved to accept the estimate from Stocker Construction for a new office at EOC in the amount of \$3,929.05.

On motion by Wetzel, seconded by Gliszinski and unanimously approved, the following claims were approved for payment:

Warrant #	Vendor Name	Amount
41460	A'Viands	\$ 4,082.66
41461	Advanced Correctional Healthcare Inc.	\$ 2,215.14
41462	APG Media of Southern MN LLC	\$ 2,019.80
41467	Baker, Tilly, Virchow & Krause, LLP	\$ 7,278.00
41482	Christian, Keogh, Moran & King	\$ 3,468.20
41487	Contech Engineered Solutions LLC	\$ 8,365.94
41489	D-A Lubricants Co. Inc.	\$ 2,006.40
41501	Genesis	\$ 14,729.84
41513	I & S Group Inc.	\$ 7,962.00
41514	Information Systems Co.	\$ 4,449.42
41520	Jones & Magnus LLC	\$ 4,626.66
41532	Richard Lea	\$ 2,955.00
41540	Mariska Enterprises	\$ 17,160.00
41546	Minn St Admin ITG Telecom	\$ 10,426.00
41548	MN Counties Computers Coop	\$ 2,275.00
41564	Paragon Printing & Mailing Inc.	\$ 4,938.22
41572	Pro-West & Associates Inc.	\$ 5,499.92
41588	Selly Excavating Inc.	\$ 37,655.00
41592	S.M.C. Co. Inc.	\$ 11,470.78
41600	The Schneider Corp.	\$ 6,734.00
41602	Tire Associates Inc.	\$ 2,051.38
41605	Traxler Construction Inc.	\$ 7,827.56
41612	Vision Solutions Inc.	\$ 2,667.00
41618	Waterville Lakes Assoc.	\$ 2,320.00
41620	Wenck Associates Inc.	\$ 3,444.52
41627	WW Blacktopping Inc.	\$ 22,125.00
145 Claims paid less than \$2,000.00:		\$ 51,401.59
26 Claims paid more than \$2,000.00:		\$200,753.44
171 Total all claims paid:		\$252,155.03

On motion by Connolly, seconded by Wetzel and unanimously approved, the Board adjourned until Tuesday, July 26, 2016 at 9:00 a.m.

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

Summary Minutes of Le Sueur County Board of Commissioners Meeting, July 19, 2016

● 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.

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- Approved the amended agenda. (Connolly-Wetzel)
- Approved the consent agenda: (Rohlffing-Gliszinski)
- The following cases and claims were approved: Soc Serv: \$ 157,871.94 and Financial: \$ 68,339.48 (Wetzel-Gliszinski)
- Authorized Sue Rynda to sign the Civil Rights Assurance Agreement. (Rohlffing-Connolly)
- Approved the VMware and Citrix maintenance renewals. (Gliszinski-Wetzel)
- Approved to reclassify Michelle Mettler in the Planning and Zoning Department. (Rohlffing-Wetzel)
- Granted regular status to Kyle Steinke in the Highway Department. (Connolly-Gliszinski)
- Granted regular status to George Phillips in the Land Records Department. (Rohlffing-Wetzel)
- Approved to hire Bryan Dauk in the Sheriff’s Office. (Gliszinski-Connolly)
- Accepted a retirement request from LuAnn Leach. (Rohlffing-Wetzel)
- Approved an out of state travel request for Justin Lutterman. (Gliszinski-Connolly)
- Approved the Pictometry aerial imagery project contract. (Wetzel-Rohlffing)
- Approved the 2016 Le Sueur County – MnDOT transit planning grant resolution. (Wetzel-Rohlffing)
- Approved the CSAH 3 Retainage Reduction Resolution. (Connolly-Gliszinski)
- Approved the CSAH 28 and TH 169 final payment to Peterson Companies. (Wetzel-Rohlffing)
- Approved the 2016 Emergency Management Performance Grant. (Gliszinski-Connolly)
- Approved the estimate from Stocker Construction for a new office at EOC. (Rohlffing-Gliszinski)
- The following claims were approved for payment: (Wetzel-Gliszinski)

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145	Claims paid less than \$2,000.00:	\$ 51,401.59
26	Claims paid more than \$2,000.00:	\$200,753.44
171	Total all claims paid:	\$252,155.03

●Adjourned until Tuesday, July 26, 2016 at 9:00 a.m. (Connolly-Wetzel)

ATTEST: Le Sueur County Administrator Le Sueur County Chairman