



**LE SUEUR COUNTY BOARD OF COMMISSIONERS
MEETING AGENDA
January 3, 2017**

1. **9:00 a.m. Board Reorganization / Swearing In (15 min)**
2. **9:15 a.m. Agenda and Consent Agenda (5 min)**
RE: December 20, 2016 Minutes and Summary Minutes
3. **9:20 a.m. End of Year Claims (10 min)**
4. **9:30 a.m. Ann Traxler, Emergency Management (5 min)**
RE: Out-of-State Travel Request
5. **9:35 a.m. Human Resources (10 min)**
6. **9:45 a.m. Pam Simonette, Auditor-Treasurer (15 min)**
RE: Claims
RE: Dedicated Reserves
RE: Designation of Depository
RE: Interest Collected
7. **10:00 a.m. Open Newspaper Bids (5 min)**
8. **10:05 a.m. Shayne Bender, Assessor (5 min)**
RE: Clerical Abatements and Additions to Tax Rolls Annual Report
9. **10:10 a.m. Josh Mankowski (10 min)**
RE: Cannon 1W1P Policy Committee Appointee

10. **10:20 a.m. Jeff Neisen, IT Director (15 min)**
Zix encrypted email

11. **10:35 a.m. Darrell Pettis, County Administrator / Engineer**
RE: Retriever Purchase Request
RE: Bobcat Purchase Request
RE: F350 Truck and Body Purchase Request
RE: Service Truck and Body Purchase Request
RE: MACK Tandem Truck and Body Purchase Request
RE: Authorization to advertise for proposals for construction management and
architecture and engineering services
RE: Medical Examiner Agreement
RE: Other

12. **10:45 a.m. Board Member Committee Reports (5 min)**

13. **10:50 a.m. Closed Meeting**
RE: To develop offer to purchase real property, parcels 20.575.0570 and
20.575.0580 - MN Stat. 13D.05 (3) (c) (3)

14. **Future Meetings**



Le Sueur County, MN

Tuesday, January 3, 2017

Board Meeting

Item 1

9:00 a.m. Board Reorganization / Swearing In (15 min)

Staff Contact:

Le Sueur County Board Reorganization

Administrator Pettis calls the 2017 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 2017 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 2017 Board Vice Chairman.

2017 Committee Assignments:

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, ~~Union Negotiations~~, Personnel Policy Committee, ~~Extension~~, West Jefferson Sewer District

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, West Jefferson Sewer District

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, 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, ~~Union Negotiations~~, Personnel Policy Committee, ~~Personnel Committee~~, ~~Extension~~, TH169 Coalition, 3 County Transit, West Jefferson Sewer District

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), EMS Joint Powers, MVOG, Cannon River Watershed, Public Health Advisory Committee, Public Health Emergency Preparedness Advisory, Family Services Collaborative, Regional Radio Board, AMC Transportation & Infrastructure Policy Committee, Le Sueur – Rice Joint Drainage Authority, Le Sueur – Blue Earth Joint Drainage Authority and Transportation Alliance, Personnel Committee, 3 County Transit, West Jefferson Sewer District

Commissioner Rohlfig (5): MVAC, 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, Le Sueur County Developmental Services (LCDS), 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, West Jefferson Sewer District

Chair and Vice Chair: Human Resources Committee (Union Negotiations, Reclassification and Personnel), Extension



Le Sueur County, MN

Tuesday, January 3, 2017

Board Meeting

Item 2

9:15 a.m. Agenda and Consent Agenda (5 min)

RE: December 20, 2016 Minutes and Summary Minutes

Staff Contact:

Minutes of Le Sueur County Board of Commissioners Meeting December 20, 2016

The Le Sueur County Board of Commissioners met in regular session on Tuesday, December 20, 2016 at 4:30 p.m. in the Courthouse at Le Center, Minnesota. Those members present were: John King, Dave Gliszinski, Steve Rohlffing, Lance Wetzel, and Joe Connolly. Also present were Darrell Pettis and Brent Christian.

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

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

- Approved the Minutes and Summary Minutes for the December 13, 2016 Meeting

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

Financial: \$ 37,762.55
Soc Serv: \$186,953.40

Kathy Brockway, Planning & Zoning Administrator appeared before the Board with two requests for action.

On motion by Rohlffing, seconded by Gliszinski and approved via roll call vote 4-0 with Connolly absent, the Board granted a Conditional Use Permit to Ross & Ruth Heilman, Cleveland, MN, (Applicant/Owner) to allow grading, excavating, and filling of approximately 43 cubic yards of material within the shore impact zone for a rip rap project in a Recreational Residential "RR" District, on a Recreational Development "RD" lake, Lake Jefferson. Property is located in Government Lot 5, Section 2, Washington Township. The application was approved with the following condition and findings are on file at the Planning and Zoning Office.

- That a 7' no-mow buffer is maintained to help reduce the possibility of future erosion issues.

On motion by Gliszinski, seconded by Wetzel and approved via roll call vote 4-0 with Connolly absent, the Board granted a Conditional Use Permit R & C Logistics LLC, New Prague, MN, (Applicant); David & Megan Culver, New Prague, MN, (Owner) to establish and operate a Contractor Company along with shop and yard in an Agriculture "A" District. Property is located in the NE 1/4, Section 22, Lanesburgh Township. Findings are on file at the Planning and Zoning Office.

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

On motion by Rohlffing, seconded by Gliszinski and unanimously approved, the Board approved the recommendation to adopt the Le Sueur County Board of Commissioners Per Diem Policy.

On motion by Wetzel, seconded by Rohlfling and unanimously approved, the Board approved the recommendation to change the meal reimbursement policy to the following:

The maximum reimbursement per meal, with receipts, including tax, shall be:

Standard Maximum Rate:

Breakfast	\$10.00
Lunch	\$15.00
Dinner	\$25.00

Add to policy: The reimbursement for meals, when traveling out of state, will be reimbursed to a maximum of \$75.00 per day, with receipts, including tax.

On motion by Gliszinski, seconded by Wetzel and unanimously approved, the Board approved the recommendation to accept the resignation from Makayla Schmitz, full time Public Health Nurse in Public Health, effective December 15, 2016.

On motion by Rohlfling, seconded by Gliszinski and unanimously approved, the Board approved the recommendation to post and advertise for a full time Public Health Nurse in Public Health, as a Grade 11, Step 1 at \$23.42 per hour.

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 Connolly, seconded by Rohlfling and unanimously approved, the Board approved and authorized the Board Chair and County Administrator to sign a contract with Minnesota Valley Action Council.

On motion by Wetzel, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Board Chair to sign a contract with Advanced Billing Services, LLC.

On motion by Rohlfling, seconded by Wetzel and unanimously approved, the Board approved and authorized the Board Chair and County Administrator to sign a contract with Aging Services for Communities.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved the purchase of the proposed Document Management System for the Child Support Unit.

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 Rohlfling 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.

Cindy Shaughnessy, Public Health appeared before the Board with one item for approval.

On motion by Rohlffing, seconded by Wetzel and unanimously approved, the Board approved the request to purchase cubicle supplies with 2016 funds.

Brett Mason appeared before the Board with one item for consideration.

On motion by Wetzel, seconded by Rohlffing and unanimously approved, the Board approved and authorized the Board Chair and County Administrator to sign the JPA for the Cannon River Drug and Violent Offender Task Force.

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

On motion by Gliszinski seconded by Rohlffing and unanimously approved, the Board adopted the following resolution setting the 2017 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 53.5 cents per mile and 2 cents per mile additional for those Water Patrol Officers while pulling a water patrol boat for the year 2017.

On motion by Connolly, seconded by Gliszinski and approved 3-2 with Connolly, Gliszinski and Wetzel for and King and Rohlffing against, the Board adopted the following 2017 Per Diem Rates for Le Sueur County Commissioners:

BE IT RESOLVED: That the Le Sueur County Board of Commissioners hereby sets the 2017 Per Diem rate for Le Sueur County Commissioners at \$75.00 per half day and \$100.00 per full day, effective January 1, 2017.

On motion by Rohlffing, seconded by Wetzel and approved the Board adopted the following 2017 Per Diem Rates for non-Commissioners:

BE IT RESOLVED: That the Le Sueur County Board of Commissioners hereby sets the 2017 Per Diem for non-Commissioners at \$50.00 per half day and \$80.00 per full day, effective January 1, 2017.

On motion by Wetzel seconded by Gliszinski and approved, the Board set the 2017 Per Diem Eligible Committees as follows:

2017 PER DIEM ELIGIBLE COMMITTEES

Personnel Policy Committee, Personnel Committee, Scenic Byway Alliance, Family Services Collaborative, Labor Management, Historical Society, Union Negotiations, Fair Board, PIC, Law Library, Airport Commissions, Extension, MVCOC, 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., German – Jefferson Sewer District, Regional Radio Board, GBERBA, Middle MN River Watershed, SHIP (Statewide Health Improvement Program), Aquatic Invasive Species (AIS) Committee, Safety Committee, Benefit Committee, Veterans Services Drivers and any other newly created committees recognized by the County Board in the year 2017.

On motion by Rohlfing, seconded by Gliszinski 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 Delegates for Le Sueur County in 2017.

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 2017, 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 Gliszinski, seconded by Rohlfing and unanimously approved, the Board established the 2017 annual base salary of the Le Sueur County Board of Commissioners to be \$28,933.70 plus cafeteria benefits as negotiated by the Union Contracts.

On motion by Wetzel, seconded by Gliszinski and unanimously approved, the Board adopted the following resolution setting the 2017 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 2017.

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 2017.

On motion by Rohlfing, seconded by Wetzel and unanimously approved, the Board approved the Proposed 2016 Road and Bridge budget line item changes.

Proposed 2016 Road and Bridge Budget Line Item Changes

Account Number	Line Item Description	Approved 2016 Budget	Proposed Budget Amount	Difference	Comments
10-300-	Federal Reimbursement	\$	\$233,814	-\$233,814	2015 Federal Project Reimbursements
10-300-	Refunds and Reimbursements	\$	\$132,179	-\$132,179	
10-300-	Misc Reimbursement	\$6,216,607	\$1,900,000	\$4,316,607	CSAH 23 Reconstruction
10-300-	State Aid Regular Construction	\$1,659,583	\$1,300,000	\$359,583	
10-300-	State Aid Municipal Construction	\$237,999	\$420,000	-\$182,001	
10-300-	Bridge Bonds	\$365,940	\$0	\$365,940	No Bridge Bonding this year
10-300-	Sale of Material to City	\$20,000	\$800,000	-\$780,000	Montgomery Reimbursement
10-304-	State Aid Bonds	\$3,861,119	\$260,000	\$3,601,119	

\$7,315,255 <-- This is a decrease in Revenue

Expenditures

Account Number	Line Item Description	Approved 2016 Budget	Proposed Budget	Difference	Comments
10-300-6260	Professional Services	\$250,000	\$45,000	\$205,000	
10-300-6360	Miscellaneous	\$5,000	\$65,000	-\$60,000	Ditch Liens
10-301-6260	Professional Services	\$541,900	\$700,00	-\$158,100	TH 112 Engineering
10-301-6389	State Aid Contracts	\$10,461,97	\$3,200,00	\$7,261,978	CSAH 23 Reconstruction
10-301-6390	State Aid Municipal Contracts	\$852,370	\$440,00	\$412,370	
10-301-	County Contract Payments	\$1,000,000	\$400,00	\$600,000	CR 104
10-302-6301	Hired Equipment	\$10,000	\$165,00	-\$155,000	Flood damage
10-302-	Supplies-Road Repair &	\$175,000	\$270,00	-\$95,000	Striping, spraying, lighting, crackfilling
10-302-6496	Supplies - Aggregate /	\$450,000	\$700,00	-\$250,000	
10-302-6605	Buildings and Structures	\$	\$120,00	-\$120,000	Waterville shop final/ LeSueur Shop/cold
10-302-6610	Major Road Equipment	\$530,500	\$395,00	\$135,500	Paid for equipment in 2015
10-303-	Motor Fuel	\$400,000	\$225,00	\$175,000	
10-303-	Equipment Repair / Supplies	\$225,000	\$290,00	-\$65,000	Cutting edges

\$7,899,848.00 <-- This is a decrease in Expenses

Jim McMillen appeared before the Board with one item for approval.

On motion by Wetzel, seconded by Gliszinski and unanimously approved, the Board approved to move forward with implementing a permit parking program for the County owned west parking lot located behind Radermacher's.

On motion by Rohlfing, seconded by Connolly and unanimously approved, at 5:50 p.m. the Board convened the Public Hearing to take testimony on the proposed 2017 Fee Changes. 0 members of the general public were present. There were 0 public comments.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board declared the Public Hearing closed at 5:51 p.m.

On motion by Rohlfing, seconded by Wetzel and unanimously approved, the Board approved the following 2017 Fee Changes:

Dept	Fee	Current 2016 Fees	Proposed 2017 Fees
Aud-Treasurer	On-Sale Liquor License (Selling strong beer only)		\$750.00
Public Health	Pregnancy Test	\$5.00	\$8.00
	Early Childhood Screening	\$30.00	\$35.00 an hour
	Hepatitis B	\$45.00	\$60.00
	Tdap	\$45.00	\$54.00
	Mantoux	\$10.00	\$20.00
	VFC Vaccinations Admin Fee(Vaccine is free)	\$10.00	\$20.00
	VFC Vaccinations - Admin Fee Alternative Schedule (Vaccine is free)		1 injection \$20.00
			2 injections \$27.00
			3 injections \$34.00
			4 injections \$41.00
Sheriff	Mechanics Lien Sales/Certificates		\$70.00
	Redemptions (non-refundable)		\$250.00
	Gun permit expired renewal fee	Remove \$85.00 fee	
Recorder	40 Year Tract Search		\$250.00

On motion by Connolly, seconded by Wetzel and unanimously approved, the Board opened the Public Hearing at 6:00 p.m. to take testimony on the proposed 2017 County Levy and the 2017 County Budget. 1 member of the general public was 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 2017 County Levy and Budget.

On motion by Gliszinski, seconded by Rohlfling and unanimously approved, the Board declared the Public Hearing closed at 6:13 p.m.

On motion by Rohlfling, seconded by Gliszinski and unanimously approved, the Board adopted the following 2017 Final Levy:

2017 FINAL LEVY

FUND	TAXES	PROGRAM AID	TOTAL
Revenue	9,239,584	506,928	8,732,656
Road & Bridge	3,050,843	506,927	2,543,916
SS & PA	2,668,608		2,668,608
PA & GA	989,468		989,468
Fair	35,000		35,000
Building	387,147		387,147
Extension Services	189,386		189,386
Park	238,719		238,719
Bonded Indebtedness	2,142,313		2,142,313
Victim Witness	16,651		16,651
TOTAL	18,957,719	1,013,855	17,943,864

2017 FINAL LEVY \$ 17,943,864
 2016 FINAL LEVY \$ 17,171,162
 INCREASE IN LEVY \$ 772,702
 INCREASE OF 4.5 %

On motion by Wetzel, seconded by Connolly and unanimously approved, the Board adopted the following 2017 Expenditures:

FINAL 2017 RECAP OF EXPENDITURES LE SUEUR COUNTY

FUND	TAXES	OTHER REVENUES	USE OF FUND BALANCE	TOTAL
REVENUE	9,239,584	4,364,003	57,000	13,660,587
ROAD & BRIDGE	3,050,843	7,866,350		10,917,193
SS & PA	2,668,608	2,287,118		4,955,726
PA & GA	989,468	1,317,250		2,306,718
FAIR (600)	35,000	0		35,000
BUILDING (111)	387,147	0	327,853	715,000
EXT SERVICES (601)	189,386	3,725		193,111
PARK (525)	238,719	64,264		302,983
GERMAN/JEFFERSON (129)	0	0	23,000	23,000
BONDED INDEBT	2,142,313	0	-130,135	2,012,178

ENV SERVICES	0	1,031,039	389,022	1,420,061
VICTIM WITNESS	16,651	80,200		96,851
TOTAL	18,957,719	17,013,949	666,740	36,638,408

Al Christensen appeared before the Board with a 2016 Tri County Update.

Amy Beatty appeared before the Board with one item for approval.

On an amended motion by Rohlfling, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Chair to sign a 3 year Recycling Services Agreement between the City of Le Center and Le Sueur County with an increase to \$2,300 per month.

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

Warrant #	Vendor Name	Amount
43529	A'Viands	\$ 8,170.00
43532	APG Media of Southern MN LLC	\$ 4,010.40
43537	Cargill Inc.	\$ 12,600.02
43560	Lake Francis Assoc	\$ 5,000.00
43575	Prairie River Home Care Inc.	\$ 2,700.00
43578	Regents of the University of MN	\$ 28,284.75
43583	Selly Excavating Inc.	\$116,930.05
43591	Sycks Construction LLC	\$ 2,035.00
43594	TimeKeeping Systems Inc.	\$ 4,002.91
43595	Traxler Construction Inc.	\$ 4,810.40
43597	US AutoForce	\$ 3,822.16
43603	Wornson, Goggins, Zard	\$ 3,536.00
43604	Xerox Business Services LLC	\$ 5,761.88
43606	Zimmerman Construction	\$ 14,989.01
64 Claims paid less than \$2,000.00:		\$ 24,364.21
14 Claims paid more than \$2,000.00:		\$216,652.58
78 Total all claims paid:		\$241,016.79

On motion by Connolly, seconded by Wetzel and unanimously approved, the Board adjourned until Tuesday, January 3, 2017 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 20, 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.
- Approved the agenda. (Wetzel-Rohlfing)
- Approved the consent agenda: (Gliszinski-Wetzel)
- Cases and claims were approved: Financial:\$37,762.55 and Soc Serv:\$186,953.40 (Rohlfing-Wetzel)
- Approved a Conditional Use Permit to Ross & Ruth Heilman, Cleveland, MN and findings are on file at the Planning and Zoning Office. (Rohlfing-Gliszinski)
- Approved a Conditional Use Permit R & C Logistics LLC, New Prague, MN, (Applicant); David & Megan Culver, New Prague, MN, (Owner). Findings are on file at the Planning and Zoning Office. (Gliszinski-Wetzel)
- Approved the recommendation to adopt the Le Sueur County Board of Commissioners Per Diem Policy. (Rohlfing-Gliszinski)
- Approved to change the meal reimbursement policy. (Wetzel-Rohlfing)
- Accepted the resignation from Makayla Schmitz in Public Health. (Gliszinski-Wetzel)
- Approved to post and advertise for a full time Public Health Nurse. (Rohlfing-Gliszinski)
- Approved a contract with Minnesota Valley Action Council. (Connolly-Rohlfing)
- Approved a contract with Advanced Billing Services, LLC. (Wetzel-Gliszinski)
- Approved a contract with Aging Services for Communities. (Rohlfing-Wetzel)
- Approved the proposed Document Management System for the Child Support Unit. (Gliszinski-Connolly)
- Authorized Le Sueur County Snow Trails to use the Ney Environmental Center Road for a period of one year. (Connolly-Rohlfing)
- Approved Public Health purchase of cubicle supplies with 2016 funds. (Rohlfing-Wetzel)
- Approved the JPA for the Cannon River Drug and Violent Offender Task Force. (Wetzel-Rohlfing)
- Adopted a resolution setting the 2017 mileage reimbursement rate at 53.5 cents per mile and 2 cents per mile additional for those Water Patrol Officers while pulling a water patrol boat for the year 2017. (Gliszinski-Rohlfing)
- Approved 3-2, the Board adopted 2017 Per Diem Rates for Le Sueur County Commissioners at \$75.00 per half day and \$100.00 per full day. (Connolly-Gliszinski)
- Adopted 2017 Per Diem Rates for non-Commissioners at \$50.00 per half day and \$80.00 per full day. (Rohlfing-Wetzel)
- On motion by Wetzel seconded by Gliszinski and approved, the Board set the 2017 Per Diem Eligible Committees. (Wetzel-Gliszinski)
- On motion by Rohlfing, seconded by Gliszinski and approved a resolution was adopted 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 Delegates for Le Sueur County in 2017 and are hereby authorized to attend all meetings called by their respective associations, regional and national, including regular meetings called during the year 2017, and that all out-of-state meetings must be requested in person by the Department Head before the County Board.
- The Board established the 2017 annual base salary of the Le Sueur County Board of Commissioners to be \$28,933.70 plus cafeteria benefits as negotiated by the Union Contracts. (Gliszinski-Rohlfing)
- On motion by Wetzel, seconded by Gliszinski and unanimously approved, the Board adopted a resolution setting the 2017 Le Sueur County hours of operation that all employees except for public safety and the county highway department employees shall have their normal work week at 39.5 hours in 2017 and 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 2017.
- Approved the Proposed 2016 Road and Bridge budget line item changes. (Rohlfing-Wetzel)
- Approved to move forward with implementing a permit parking program for the County owned west parking lot located behind Radermacher's. (Wetzel-Gliszinski)

- Convened a public hearing to take testimony on the proposed 2017 Fee Changes. There were 0 public comments. (Rohlfing-Connolly)
- Declared the public hearing closed at 5:51 p.m. (Gliszinski-Connolly)
- On motion by Rohlfing, seconded by Wetzel and unanimously approved, the Board approved the 2017 Fee Changes. (Rohlfing-Wetzel)
- On motion by Connolly, seconded by Wetzel and unanimously approved, the Board opened the Public Hearing at 6:00 p.m. to take testimony on the proposed 2017 County Levy and the 2017 County Budget. There were 0 public comments. (Connolly-Wetzel)
- Declared the public hearing closed at 6:13 p.m. (Gliszinski-Rohlfing)
- Adopted the \$17,943,86 2017 Final Levy: (Rohlfing-Gliszinski)
- Adopted the \$36,638,408 2017 Final Expenditures: (Wetzel-Connolly)
- Approved a 3 year Recycling Services Agreement between the City of Le Center and Le Sueur County. (Rohlfing-Gliszinski)
- The following claims were approved for payment: (Gliszinski-Rohlfing)

Warrant #	Vendor Name	Amount
43529	A'Viands	\$ 8,170.00
43532	APG Media of Southern MN LLC	\$ 4,010.40
43537	Cargill Inc.	\$ 12,600.02
43560	Lake Francis Assoc	\$ 5,000.00
43575	Prairie River Home Care Inc.	\$ 2,700.00
43578	Regents of the University of MN	\$ 28,284.75
43583	Selly Excavating Inc.	\$116,930.05
43591	Sycks Construction LLC	\$ 2,035.00
43594	TimeKeeping Systems Inc.	\$ 4,002.91
43595	Traxler Construction Inc.	\$ 4,810.40
43597	US AutoForce	\$ 3,822.16
43603	Wornson, Goggins, Zard	\$ 3,536.00
43604	Xerox Business Services LLC	\$ 5,761.88
43606	Zimmerman Construction	\$ 14,989.01
64 Claims paid less than \$2,000.00:		\$ 24,364.21
14 Claims paid more than \$2,000.00:		\$216,652.58
78 Total all claims paid:		\$241,016.79

- Adjourned until Tuesday, January 3, 2017 at 9:00 a.m. (Connolly-Wetzel)
- ATTEST: Le Sueur County Administrator Le Sueur County Chairman



Le Sueur County, MN

Tuesday, January 3, 2017

Board Meeting

Item 3

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

Staff Contact:



Le Sueur County, MN

Tuesday, January 3, 2017

Board Meeting

Item 4

9:30 a.m. Ann Traxler, Emergency Management (5 min)

RE: Out-of-State Travel Request

Staff Contact:



Le Sueur County, MN

Tuesday, January 3, 2017

Board Meeting

Item 5

9:35 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 3, 2017

Recommendation to change status for Tammy Stewig, from part time Deputy Emergency Manager to full time Deputy Emergency Manager in Emergency Management, effective January 1, 2017.

Recommendation to hire Pat Rentz as a full time Social Services Supervisor in Human Services, as a Grade 14, Step 8 at \$36.59 per hour, effective January 30, 2017.

Recommendation to pay part time employees, in a continuous shift operation, who work on the actual holiday, to receive pay at one and one-half times their regular straight time hours rate for all hours worked.

Equal Opportunity Employer

Le Sueur County, MN

Tuesday, January 3, 2017

Board Meeting

Item 6

9:45 a.m. Pam Simonette, Auditor-Treasurer (15 min)

RE: Claims

RE: Dedicated Reserves

RE: Designation of Depository

RE: Interest Collected

Staff Contact:

Connie Kopet – Chief Deputy

88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057

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

January 3, 2017

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 3, 2017

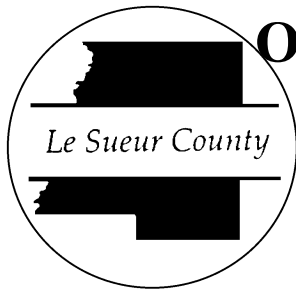
Le Sueur County Board of Commissioners:

The following is a list of the dedicated reserves for Le Sueur County for 2017:

Revenue Fund	5,464,235
Road & Bridge	4,366,877
Human Services	2,904,978
Environmental	568,024
Victim Witness	38,740
Solid Waste	1,705,513.07 (actual)
Bond Fund	804,871

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 3, 2017

Le Sueur County Board of Commissioners:

I hereby designate the following financial institutions as depositories of funds for Le Sueur County for 2017, 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 3, 2017

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 2016

Total Interest Collected in 2016: \$204,526.00

Included in the interest amount:

Collected on daily accounts \$ 18,033.81

Respectfully submitted,

Pam Simonette
Le Sueur County Auditor-Treasurer



Le Sueur County, MN

Tuesday, January 3, 2017

Board Meeting

Item 7

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

Staff Contact:



Le Sueur County, MN

Tuesday, January 3, 2017

Board Meeting

Item 8

10:05 a.m. Shayne Bender, Assessor (5 min)

RE: Clerical Abatements and Additions to Tax Rolls Annual Report

Staff Contact:



Le Sueur County, MN

Tuesday, January 3, 2017

Board Meeting

Item 9

10:10 a.m. Josh Mankowski (10 min)

RE: Cannon 1W1P Policy Committee Appointee

Staff Contact: Joshua Mankowski



Le Sueur County, MN

Tuesday, January 3, 2017

Board Meeting

Item 10

10:20 a.m. Jeff Neisen, IT Director (15 min)

Zix encrypted email

Staff Contact: Jeff Neisen



Pricing Proposal
 Quotation #: 12601018
 Created On: 11/30/2016
 Valid Until: 12/30/2016

Le Sueur County

Jeff Neisen

88 South Park Avenue
 Le Center, MN 56057
 United States
 Phone: 507.357.2251 ext 286
 Fax:
 Email: jneisen@co.le-sueur.mn.us

Inside Account Executive

Bill Scioscia

300 Davidson Ave.
 Somerset, NJ 08873
 Phone: 732-564-8554
 Fax: 732-564-8224
 Email: Bill_Scioscia@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 ZixGateway Virtual Solution Up to 299 users Zix Corporation - Part#: 104201-299-3 Note: **Cost For Year 1**	1	\$6,280.00	\$6,280.00
2 ZixGateway Virtual Solution Up to 299 users Zix Corporation - Part#: 104201-299-3 Note: **Cost For Year 2**	1	\$9,234.00	\$9,234.00
3 ZixGateway Virtual Solution Up to 299 users Zix Corporation - Part#: 104201-299-3 Note: **Cost For Year 3**	1	\$9,234.00	\$9,234.00
		Subtotal	\$24,748.00
		Total	\$24,748.00

The Products offered under this proposal are subject to the SHI Return Policy posted at www.shi.com/returnpolicy, unless there is an existing agreement between SHI and the Customer.



Pricing Proposal
 Quotation #: 12611358
 Created On: 12/1/2016
 Valid Until: 12/31/2016

Le Sueur County

Inside Account Executive

Jeff Neisen
 88 South Park Avenue
 Le Center, MN 56057
 United States
 Phone: 507.357.2251 ext 286
 Fax:
 Email: jneisen@co.le-sueur.mn.us

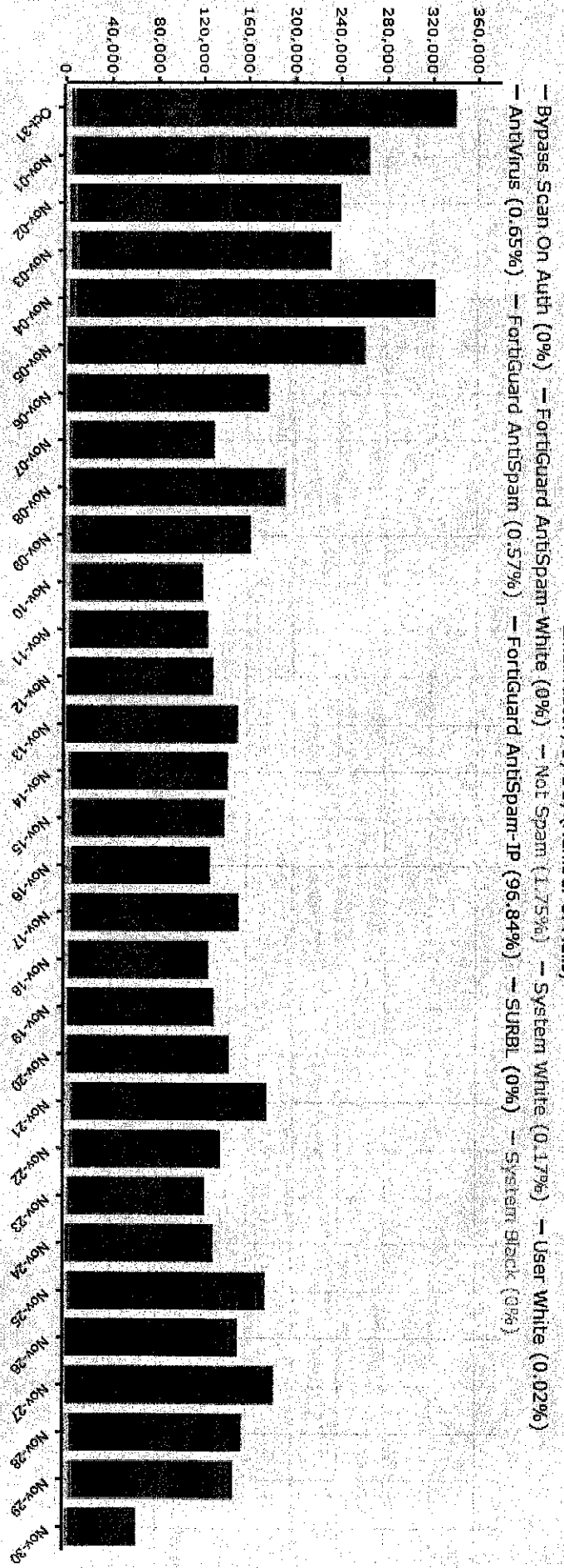
Bill Scioscia
 300 Davidson Ave.
 Somerset, NJ 08873
 Phone: 732-564-8554
 Fax: 732-564-8224
 Email: Bill_Scioscia@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Sophos Cloud Endpoint Advanced - Subscription license (1 year) - 1 user - volume, GOV - 200-499 licenses Sophos - Part#: CEAI1GSAA	277	\$18.00	\$4,986.00
2 Sophos Cloud Endpoint Advanced - Subscription license (3 years) - 1 user - volume, GOV - 200-499 licenses Sophos - Part#: CEAI3GSAA	277	\$35.00	\$9,695.00
		Subtotal	\$14,681.00
		Total	\$14,681.00

The Products offered under this proposal are subject to the SHI Return Policy posted at www.shi.com/returnpolicy, unless there is an existing agreement between SHI and the Customer.

Email History by Day (Number Of Mails)





Pricing Proposal
 Quotation #: 12624738
 Created On: 12/5/2016
 Valid Until: 12/31/2016

Le Sueur County

Inside Account Executive

Jeff Neisen
 88 South Park Avenue
 Le Center, MN 56057
 United States
 Phone: 507.357.2251 ext 286
 Fax:
 Email: jneisen@co.le-sueur.mn.us

Bill Scioscia
 300 Davidson Ave.
 Somerset, NJ 08873
 Phone: 732-564-8554
 Fax: 732-564-8224
 Email: Bill_Scioscia@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 Fortinet FortiMail 400E - Security appliance - with 1 year FortiCare 8X5 Enhanced Support + 1 year FortiGuard - 4 ports - 10Mb LAN, 100Mb LAN, GigE - 1U - rack-mountable Fortinet - Part#: FML-400E-BDL	1	\$8,766.00	\$8,766.00
2 Fortinet FortiMail 400E - UTM Bundle - security appliance - with 3 years FortiCare 8X5 Enhanced Support + 3 years FortiGuard - 10Mb LAN, 100Mb LAN, GigE - 1U - rack-mountable Fortinet - Part#: FML-400E-BDL-954-36	1	\$12,961.00	\$12,961.00
		Subtotal	\$21,727.00
		Total	\$21,727.00

The Products offered under this proposal are subject to the SHI Return Policy posted at www.shi.com/returnpolicy, unless there is an existing agreement between SHI and the Customer.

Zix Cost	
3 Year license	\$24,748.00
3 Year Anti-Spam	<u>\$9,695.00</u>
Total	\$34,443.00

Fortimail	
3 Year license, includes Anti Spam software	\$12,961.00

Le Sueur County, MN

Tuesday, January 3, 2017

Board Meeting

Item 11

10:35 a.m. Darrell Pettis, County Administrator / Engineer

RE: Retriever Purchase Request

RE: Bobcat Purchase Request

RE: F350 Truck and Body Purchase Request

RE: Service Truck and Body Purchase Request

RE: MACK Tandem Truck and Body Purchase Request

RE: Authorization to advertise for proposals for construction management and architecture and engineering services

RE: Medical Examiner Agreement

RE: Other

Staff Contact:

2016



Le Sueur County Hwy Dept

Ziegler Inc. outlines the following 'Retriever' motor grader attachment pricing to Le Sueur County Hwy Dept.

Attachment Proposed:

LyCox Enterprises, Inc., 'Retriever' Motor Grader Attachment

'Retriever' Front Mount System

- Connects with a Balderson style front MG hitch**
- Includes hoses to front auxiliary hydraulics**

Ziegler Sell Price.....\$18,350.41



Bobcat®

Product Quotation

Quotation Number: 20718D021056

Date: 2016-07-19 07:44:45

Ship to	Bobcat Dealer	Bill To
LeSueur County Attn: Andy Jindra 88 South Park Avenue LeCenter, MN 56057 Phone: (507) 357-2251 Fax: (507) 357-4520	Bobcat of Mankato, Mankato, MN 2333 7TH AVENUE MANKATO, MN 56001 Phone: 507-625-4511 Fax: 507-625-5072 Contact: Mark Mitchell Phone: 507-625-4511 Fax: 507-625-5072 Cellular: 507-402-6040 E Mail: markm@sancoequipment.com	LeSueur County Attn: Andy Jindra 88 South Park Avenue LeCenter, MN 56057 Phone: (507) 357-2251 Fax: (507) 357-4520

Description	Part No	Qty	Price Ea.	Total
T770 T4 Bobcat Compact Track Loader 92 HP Turbo Tier 4 Diesel Engine Air Intake Heater (Automatically Activated) Auxiliary Hydraulics: Variable Flow Backup Alarm Bob-Tach Bobcat Interlock Control System (BICS) Controls: Bobcat Standard Engine/Hydraulic Systems Shutdown Horn Instrumentation: Engine Temp and Fuel Gauges, Hourmeter, RPM and Warning Lights	M0285	1	\$52,808.70	\$52,808.70
A91 Option Package	M0285-P01-A91	1	\$7,095.90	\$7,095.90
Cab Enclosure with Heat and AC High Flow Hydraulics Sound Reduction Hydraulic Bucket Positioning Power Bob-Tach Deluxe Instrument Panel Keyless Start Advanced Control System (ACS)	M0285-R01-C03	1	\$1,695.00	\$1,695.00
Air Ride Seat	M0285-R05-C12	1	\$219.80	\$219.80
Roller Suspension Carriage	M0285-R21-C13	1	\$1,146.90	\$1,146.90
Radio	M0285-R26-C02	1	\$291.90	\$291.90
Power Bob-Tach Guard Kit	7249240	1	\$129.22	\$129.22
Strobe Light Kit, Amber	7129301	1	\$218.42	\$218.42
84" C/I Heavy Duty Bucket	7125917	1	\$1,127.00	\$1,127.00
Pallet Fork Frame, Heavy Duty	7109332	1	\$714.00	\$714.00
80" Industrial Bucket Grapple	7168339	1	\$2,849.00	\$2,849.00
Total of Items Quoted			\$68,295.84	
Dealer P.D.I.			\$50.00	

Freight Charges	\$244.00
Dealer Assembly Charges	\$412.50
Quote Total - US dollars	\$69,002.34

Notes :

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes. Customer must exercise his purchase option within 30 days from quote date.

Customer Acceptance:

Purchase Order: _____

Authorized Signature:

Print: _____ **Sign:** _____ **Date:** _____

PURCHASE REQUESTS

1. Retriever	
Retriever motor grader attachment from Ziegler	\$18,350.41
2. Bobcat	
Bobcat compact track loader from Bobcat of Mankato	\$69,002.34
3. Waterville - F350	
F350 Chassis from Factor Motors, Le Center, MN	\$25,192.88
Body from Towmaster Truck Equipment, Litchfield, MN (Includes electric hoist, hitch, tool box)	\$16,828.00
	\$42,020.88
4. Service Truck	
2017 Ram 5500 Chassis from Mike Motors, Ely, MN	\$51,075.00
Body from Towmaster Truck Equipment, Litchfield, MN (Includes welder and crane)	\$89,441.00
	\$140,516.00
5. MACK Tandem	
MACK GU713 Tandem Axle Cab and Chassis from Nuss Truck And Equipment, State of Minnesota contract	\$114,560.00
Body from Towmaster Truck Equipment, Litchfield, MN (Includes hoist, plow, wing, scraper, auger and spinner)	\$110,499.00
	\$225,059.00

P.A. CONTRACT AGREEMENT

Agreement entered into this 1st day of January, 2017, by and between the County of LeSueur, a political subdivision of the State of Minnesota, and M.B. McGee, P.A. for the services of Dr. Michael B. McGee, M.D. as Medical Examiner of LeSueur County.

I. Relationship of Parties

- A. Pursuant to County Board action that took place on _____ and the authority of Minnesota Statutes Ch. 390, the board of LeSueur County commissioners designates Dr. Michael B. McGee as Medical Examiner for LeSueur County, hereinafter "the Medical Examiner."
- B. It is agreed that nothing contained in the Agreement is intended or should be construed as creating the relationship of co-partners, joint ventures or an association or an employer/employee relationship between LeSueur County and Dr. Michael B. McGee, M.B. McGee, P.A., or their employees or designee. M.B. McGee, P.A., is an independent contractor, and neither it, its officers, agents or employees shall be considered agents or representatives of the County. The County is interested only in the results to be achieved. The manner and means of conducting the works are under the control of the Medical Examiner, except to the extent they are limited by statute or regulation and the express terms of this Agreement. None of the benefits provided by the County to its employees, including, without limitation, unemployment insurance, workers' compensation insurance, retirement and deferred compensation plans, vacation and sick leave, are available from the County to the Medical Examiner, M.B. McGee, P.A., or the employees, agents or contractors of either. No civil service status shall attach to the Medical Examiner, Medical Staff, agent of contractors of the Medical Examiner or M.B. McGee, P.A. and the County shall make no deductions from sums payable under the terms of this Agreement for state or federal income taxes, FICA, PERA or other payroll type deductions which are associated with an employer-employee relationship.

II. Personnel

- A. The Medical Examiner will designate Dr. Kelly Mills, Dr. Victor Froloff and Dr. Butch Huston to assist in performing the contract and shall be under the control and supervision of the Medical Examiner. Dr. Mills, Dr. Froloff and Dr. Huston shall not be considered employees of the County, nor have a contractual relationship with the County. The County shall be notified prior to the effective date of any changes thereto.
- B. The non-medical personnel necessary to support the Medical Examiner in the performance of his duties under this Agreement shall be provided through the County Sheriff's Department. The compensation, benefits,

and other terms of employment of these non-medical personnel shall be determined and paid solely by the county.

III. **Scope of Duties**

- A. The Medical Examiner shall be responsible for conducting a modern medico-legal investigative system for LeSueur County applying the standards of the National Association of Medical Examiners, as they may be amended from time to time. The Medical Examiner shall periodically consult with the County Attorney's Office, police agencies, and others concerned with forensic pathology to review procedures and formats for preparing medical reports and protocols. The Medical Examiner shall perform all duties imposed by Minnesota Statutes Chapter 390, as well as the duties imposed by other statutes applicable to the Medical Examiner's activities. The Medical Examiner shall testify, as required, at inquests, hearings and trials.
- B. The Medical Examiner shall be responsible for the final determination of the cause and manner of death, and the signing of certificates attesting the cause and manner of death. During the temporary absence of the Medical Examiner, a qualified person designated by the Medical Examiner may make the final determination of death, and sign a certificate attesting to the cause and manner of death.
- C. The Medical Examiner shall be entitled to perform other gainful activities which do not interfere with the performance of his duties hereunder.

IV. **Compensation**

- A. All payments made under this agreement for services rendered by or at the designation of Dr. Michael B. McGee, M.D. shall be made to M.B. McGee, P.A.
- B. The County will be responsible for the payment for each complete autopsy or external examination performed by Dr. Michael B. McGee, M.D., or his assistants, as the Medical Examiner pursuant to this agreement and billed to LeSueur County upon completion of each examination in keeping with the past practice of the County Medical Examiner's Office.
- C. Compensation for the services under this contract shall be \$250.00/month plus the following on a per service basis: (1) complete forensic autopsy with basic toxicology, at approximately \$2,000, and (2) external examination with basic toxicology at approximately \$1000.

D. Additionally, the County will be responsible for court related preparation / consultation and out of office charges, billed on an hourly basis of \$300/hr., including travel to and from LeSueur County in order to provide testimony in legal proceedings arising out of the duties of the Medical Examiner.

V. **Facilities**

The facility, together with all the necessary equipment, the supplies, shall be the responsibility of Dr. Michael B. McGee. It is represented by Dr. Michael B. McGee and understood by the County that Ramsey County Morgue shall be available to Dr. Michael B. McGee for the performance of this agreement.

VI. **Insurance and Indemnification**

A. M.B. McGee, P.A. agrees to indemnify and hold harmless the County of LeSueur, its officials, employees and agents from any and all liability, loss or damage, that the County of LeSueur, its officials, employees and agents may suffer as a result of claims, demands, costs of judgments, including without limitation reasonable attorney's fees arising out of the provision of professional services by Dr. Michael B. McGee, M.D., as the Medical Examiner of LeSueur County pursuant to Minnesota Statutes Ch. 390, provided, however, that this indemnification shall be limited to the extent of such claims, demands, costs or judgments, including, without limitation, reasonable attorney's fees are covered by insurance.

B. The County of LeSueur agrees to indemnify and hold harmless M.B. McGee, P.A., Dr. Michael B. McGee, M.D., its and their agents, officers or employees from any and all liability, loss or damage, it, he, its agents, officers or employees may suffer as a result of claims, demands, costs or judgments, including without limitation reasonable attorney's fees, arising from the Medical Examiner's or his agents' performance of his or their duties under this Agreement.

C. M.B. McGee, P.A., shall obtain and keep in effect the following insurance coverage:

1) **Comprehensive General Liability Insurance:**

(a) **Minimum Combined Single Limit**
 \$600,000.00 per occurrence
 \$1,000,000.00 aggregate

(a) The following coverage must be specifically insured and certified with no internal sublimits.

1. Independent Contractors' Contingent Liability
2. Products/Completed Operations Liability
3. Contractual Liability
4. Personal Injury Liability including claims related to employment and coverage (a) through (e).
5. Broad Form Property Damage Liability, or deletion of the "Care, Custody and Control" Exclusion
6. Aircraft Liability (if applicable)
7. Watercraft Liability (if applicable)

(b) The Contractual Liability is to be either on a blanket basis for all written and oral contracts or specifically endorsed to acknowledge the contract between the insured and the County.

2. Professional Liability Insurance

Minimum Limits

\$1,000,000 per occurrence
\$3,000,000 aggregate

3. Automobile Liability Insurance on Vehicles Owned by M. B. McGee, P.A., or Michael B. McGee, M.D., Kelly Mills, M.D., Victor Froloff, M.D., or Butch Huston, M.D.

- D. All certificates of insurance shall provide that the insurance company shall give the County thirty (30) days prior written notice of cancellation, non-renewal or any material changes in the policy.
- E. The above subparagraphs establish the minimum insurance requirements, and it is the sole responsibility of M. B. McGee, P.A. to purchase and maintain additional insurance that may be necessary in connection with this contract.
- F. The Medical Examiner shall provide a certificate of insurance to the County in a form acceptable to LeSueur County. All insurance policies shall be submitted to the County upon written request.
- G. Nothing in this contract shall constitute a waiver by the County of any statutory limits or exceptions on liability.

VII. Transportation

- A. Transportation of the deceased bodies from LeSueur County to the Ramsey County Morgue shall be the responsibility of LeSueur County.

VIII. Miscellaneous Provisions

- A. The Medical Examiner and all the members of the Medical Staff must be licensed to practice in Minnesota, with the Medical Examiner holding certification by the American Board of Pathology.
- B. At the termination of this Agreement, the Medical Examiner shall return all files, records and objects related to cases completed, or in progress, to the County upon written request.

IX. Term and Termination

- A. This agreement shall continue for a period ending December 31, 2017 unless terminated sooner pursuant hereto.
- B. This Agreement may be terminated by either party on forty-five (45) days written notice to the other.
- C. This Agreement may be renewed on an annual basis upon agreement of both parties.

X. Entire Agreement, Modification

- A. It is understood and agreed that the entire Agreement of the parties is contained herein, and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous Agreements presently in effect between the parties relating to the subject matter hereof.
- B. This Agreement shall be altered, varied, modified or amended only in writing duly executed by the parties and attached hereto.

COUNTY OF LESUEUR


(date)

By _____
LeSueur County Board Chair

(date)

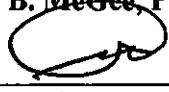
By _____
LeSueur County Administrator

12/30/16
(date)



Michael B. McGee, M.D.
Medical Examiner

12/30/16
(date)

M. B. McGee, P.A.

By _____
M. B. McGee, President



Le Sueur County, MN

Tuesday, January 3, 2017

Board Meeting

Item 12

10:45 a.m. Board Member Committee Reports (5 min)

Staff Contact:



Le Sueur County, MN

Tuesday, January 3, 2017

Board Meeting

Item 13

10:50 a.m. Closed Meeting

RE: To develop offer to purchase real property, parcels 20.575.0570 and 20.575.0580 - MN Stat. 13D.05 (3) (c) (3)

Staff Contact:



Le Sueur County, MN

Tuesday, January 3, 2017

Board Meeting

Item 14

Future Meetings

Staff Contact:

Future Meetings

January - February 2017

January 2, 2017	Offices Closed - New Year's Holiday
January 3, 2017	Board Meeting, 9:00 a.m. *2017 Board Reorganization
January 10, 2017	No Board Meeting
January 12, 2017	P&Z Meeting, 7:00 p.m. Environmental Services Building
January 16, 2017	Offices Closed – Martin Luther King, Jr. Day
January 17, 2017	Board Meeting, 9:00 a.m. in Courtroom A, Second Floor *Public Hearing, West Jefferson project, 10:00 a.m. *Public Hearing, P&Z Committee changes , 11:00 a.m.
January 19, 2017	Board of Adjustment Meeting, 3:00 p.m. Environmental Services Building
January 24, 2017	Board Meeting, 9:00 a.m.
January 31, 2017	No Board Meeting
February 7, 2017	Board Meeting, 9:00 a.m. *11:00 a.m. Work Session - Outpatient Chemical Dependency/Mental Health Program
February 9, 2017	P&Z Meeting, 7:00 p.m. Environmental Services Building
February 14, 2017	No Board Meeting
February 16, 2017	Board of Adjustment Meeting, 3:00 p.m. Environmental Services Building
February 21, 2017	Board Meeting, 9:00 a.m. in Courtroom A, Second Floor
February 28, 2017	Board Meeting, 9:00 a.m.