



Le Sueur County, MN

Tuesday, November 27, 2018

Board Meeting

Item 1

9:00 a.m. Agenda and Consent Agenda

RE: November 20, 2018 Minutes and Summary Minutes

Staff Contact:

Minutes of Le Sueur County Board of Commissioners Meeting November 20, 2018

The Le Sueur County Board of Commissioners met in regular session on Tuesday, November 20, 2018 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Lance Wetzel, John King, Dave Gliszinski and Steve Rohlffing. Joe Connolly was excused. Also present were County Administrator Darrell Pettis and County Attorney Brent Christian.

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

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

- Approved the November 6, 2018 County Board Minutes and Summary Minutes

On motion by Gliszinski, seconded by Rohlffing and unanimously approved, the Board approved the Human Services claims:

Financial: \$ 31,070.31
Soc Services: \$ 135,683.14

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 King and unanimously approved, the Board approved and authorized the Board Chair and County Administrator to sign the Aging Services for Communities 2019 Transportation Contract.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved the Brown County Evaluation Center 2019 Detox Contract.

On motion by King, seconded by Rohlffing and unanimously approved, the Board approved and authorized the Board Chair to sign the TriMin Systems Computer Management for Human Services (CMHS) Support Agreement.

On motion by Gliszinski, seconded by Rohlffing and unanimously approved, the Board approved and authorized the Board Chair and County Administrator to sign an MVAC Master Contract Agreement.

Brian Kunz with Adolfsen & Peterson appeared before the Board with three items for approval.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Board Chair to sign a contract with Albrect Sign.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved and authorized the Board Chair to sign a contract with Action Fence.

On motion by Rohlfing, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Board Chair to sign a contract with Twin City Acoustics.

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

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved to post and advertise for a full time Deputy Sheriff in the Sheriff's Office as a Grade 10, Step 4 at \$25.69 per hour.

On motion by Rohlfing, seconded by Gliszinski and unanimously approved, the Board approved to transfer Alesha Meyer, full time Dispatcher (Correctional Officer/Dispatcher) in the Sheriff's Office to a full time Correctional Officer (Correctional Officer/Dispatcher) in the Sheriff's Office, Grade 6, Step 8 at \$23.42 per hour, effective January 1, 2019.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved to post and advertise for a full time Dispatcher (Correctional Officer/Dispatcher) in the Sheriff's Office as a Grade 6, Step 4 at \$20.35 per hour.

On motion by Rohlfing, seconded by Gliszinski and unanimously approved, the Board approved to promote Karen Fraser, full time Office Support Specialist in Human Services, Grade 3, Step 4 at \$17.10 per hour to a full time Eligibility Worker in Human Services, Grade 7, Step 4 at \$21.57 per hour, effective December 10, 2018.

On motion by Rohlfing, seconded by King and unanimously approved, the Board approved to post and request the merit list for a full time Office Support Specialist in Human Services, Grade 3, Step 4 at \$17.10 per hour.

On motion by Gliszinski, seconded by Rohlfing and unanimously approved, the Board approved to accept the resignation request from Nancy Toth, part time Homemaker in Public Health, effective November 27, 2018.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved to advertise for a part time Homemaker in Public Health, Grade 1, Step 4 at \$15.22 per hour.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved to accept the retirement request from Sharon Erickson, full time Registered Nurse in Public Health, effective February 28, 2019.

On motion by Rohlfing, seconded by Gliszinski and unanimously approved, the Board approved to post and advertise for a full time Public Health Nurse in Public Health, Grade 11, Step 7 at \$30.27 per hour.

On motion by Rohlfling, seconded by Gliszinski and unanimously approved, the Board approved to grant regular status to Anna Schwichtenberg, full time Office Support Specialist, Sr. in Human Services, effective November 16, 2018.

On motion by King, seconded by Rohlfling and unanimously approved, the Board approved the reclassification request for Ruby Kramer, full time Administrative Assistant – Recording Clerk, Grade 6, Step 5 at \$21.09 per hour to a full time Executive Assistant, Grade 7, Step 5 at \$22.36 per hour, effective November 26, 2018.

On motion by King, seconded by Rohlfling and unanimously approved, the Board approved to amend the previously approved reclassification request for Ruby Kramer to be effective September 24, 2018.

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

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved PACE special assessments of \$69,000 on each of parcels 11.005.7700, 11.005.0100 and 11.005.0150, as requested by Gregory & Joan Schwarz.

Board Member Committee Reports:

Commissioner Rohlfling recently attended a CHB meeting, MRCI Board meeting, Washington Township meeting, Region Nine meeting, Fair Board annual meeting, German Jefferson Lake Association meeting and a P&Z meeting.

Commissioner Gliszinski attended a Justice Center progress meeting.

Commissioner King attended a Justice Center progress meeting, CHB meeting, Broadband Committee meeting, Waseca-Le Sueur Library meeting and a Canvas Board meeting.

Commissioner Wetzel attended a CHB meeting, LCDS finance meeting and a Le Center City Council meeting.

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

Warrant #	Vendor Name	Amount
52175	Accountemps	\$ 2,442.88
52176	Advanced Correctional Healthcare Inc.	\$ 2,366.01
52178	Ag Partners Coop	\$ 12,042.38
52181	APG Media of Southern MN LLC	\$ 3,296.70
52191	Bolton & Menk Inc.	\$ 10,291.00
52193	Braun Intertec Corp.	\$ 12,013.50
52197	Cargill Inc.	\$ 48,778.48

52201	Christian, Keogh, Moran & King	\$ 3,908.19
52205	Contech Engineered Solutions LLC	\$ 6,096.94
52213	Earl F. Andersen	\$ 2,872.50
52228	Grundhoefer & Ludescher P.A.	\$ 2,287.50
52236	Hillyard-Hutchinson	\$ 4,360.00
52241	I & S Group Inc.	\$ 12,635.00
52243	ITsavvy LLC	\$ 2,198.00
52244	Janesville Tire Service Inc.	\$ 3,379.50
52245	Johnson Aggregates	\$ 22,986.12
52249	Kibble Equipment LLC	\$ 2,637.57
52271	Minn St. Admin ITG Telecom	\$ 5,140.00
52287	Paragon Printing & Mailing Inc.	\$ 6,714.47
52295	Ronald Ringquist	\$ 2,157.00
52296	Rinke-Noonan Law Firm	\$ 3,776.50
52305	S.M.C. Co. Inc.	\$ 2,675.75
52308	Streicher's Inc.	\$ 5,848.49
52309	Summit	\$ 8,433.10
52310	Thomson Reuters	\$ 2,205.56
52316	Traxler Construction Inc.	\$ 10,701.39
52328	Wenck Associates Inc.	\$ 2,898.56
52331	Wondra Automotive Inc.	\$ 2,158.29
52333	Wornson-Goggins-Zard	\$ 5,494.75

132 Claims paid less than \$2,000.00:	\$ 51,009.49
29 Claims paid more than \$2,000.00:	\$212,796.13
161 Total all claims paid:	\$263,805.62

On motion by King, seconded by Rohlfing and unanimously approved, the Board adjourned until Tuesday, November 27, 2018 at 9:00 a.m.

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

Summary Minutes of Le Sueur County Board of Commissioners Meeting, November 20, 2018

•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. (Gliszinski-King)
- Approved the consent agenda. (King-Rohlfing)
- Approved Human Services claims: Financial \$31,070.31 and Soc Services \$ 135,683.14 (Gliszinski-Rohlfing)
- Approved the Aging Services for Communities 2019 Transportation Contract. (Rohlfing-King)
- Approved the Brown County Evaluation Center 2019 Detox Contract. (King-Gliszinski)
- Approved the TriMin Systems CMHS Support Agreement. (King-Rohlfing)
- Approved an MVAC Master Contract Agreement. (Gliszinski-Rohlfing)
- Approved a Justice Center contract with Albrect Sign. (King-Gliszinski)
- Approved a Justice Center contract with Action Fence. (Gliszinski-King)
- Approved a Justice Center contract with Twin City Acoustics. (Rohlfing-Gliszinski)
- Approved to post and advertise for a full time Deputy Sheriff. (King-Gliszinski)
- Approved to transfer Alesha Meyer to a full time Correctional Officer in the Sheriff's Office. (Rohlfing-Gliszinski)
- Approved to post and advertise for a full time Dispatcher in the Sheriff's Office. (Gliszinski-King)
- Approved to promote Karen Fraser to a full time Eligibility Worker in Human Services. (Rohlfing-Gliszinski)
- Approved to post and request the merit list for a full time Office Support Specialist in Human Services. (Rohlfing-King)
- Approved the resignation request from Nancy Toth in Public Health. (Gliszinski-Rohlfing)
- Approved to advertise for a part time Homemaker in Public Health. (King-Gliszinski)
- Approved the retirement request from Sharon Erickson in Public Health. (King-Gliszinski)
- Approved to post and advertise for a full time Public Health Nurse. (Rohlfing-Gliszinski)
- Approved regular status to Anna Schwichtenberg in Human Services. (Rohlfing-Gliszinski)
- Approved the reclassification request for Ruby Kramer to a full time Executive Assistant. (King-Rohlfing)
- Approved to amend the previously approved reclassification request for Ruby Kramer to be effective September 24, 2018. (King-Rohlfing)
- Approved PACE special assessments on parcels 11.005.7700, 11.005.0100 and 11.005.0150. (King-Gliszinski)

•The following claims were approved for payment: (King-Rohlfing)

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132	Claims paid less than \$2,000.00:	\$ 51,009.49
29	Claims paid more than \$2,000.00:	\$212,796.13
161	Total all claims paid:	\$263,805.62
•Adjourned until Tuesday, November 27, 2018 at 9:00 a.m. (King-Rohlfing)		
ATTEST: Le Sueur County Administrator		Le Sueur County Chairman