



# **Le Sueur County, MN**

**Tuesday, April 24, 2018**

**Board Meeting**

## **Item 2**

**9:00 a.m. Agenda and Consent Agenda**

*RE: April 17, 2018 Minutes and Summary Minutes*

Staff Contact:

## **Minutes of Le Sueur County Board of Commissioners Meeting April 17, 2018**

The Le Sueur County Board of Commissioners met in regular session on Tuesday, April 17, 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 Rohlfling. Joe Connolly was excused. Also present were County Administrator Darrell Pettis and County Attorney Brent Christian.

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

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

- Approved the March 6, 2018 County Board Minutes and Summary Minutes
- Approved the April 10, 2018 County Ditch Authority Minutes and Summary Minutes

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

Financial:           \$ 27,552.67  
Soc Services:       \$113,378.51

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 King, seconded by Gliszinski and unanimously approved, the Board approved and authorized the Board Chair to sign a Proclamation designating April 2018 as National Child Abuse and Neglect Awareness Month.

LuAnn Hiniker with the Regional Extension Office appeared before the Board with one item for approval.

On motion by King, seconded by Rohlfling and unanimously approved, the Board approved and authorized the Board Chair to sign an Agreement between the University of MN and Le Sueur County for Providing Extension Programs Locally and Employing Extension Staff.

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

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved to grant regular status to Kelly Mittman, part time Correctional Officer /Dispatcher in the Sheriff's Office, effective April 6, 2018. Kelly has completed the six-month probationary period.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved to grant regular status to Allan Sowieja, full time Deputy Sheriff in the Sheriff's Office, effective April 16, 2018. Allan has completed the one-year probationary period.

On motion by Rohlffing, seconded by Gliszinski and unanimously approved, the Board approved to promote Carol Blaschko, full time Finance Director and Elections Administrator in the Finance Department, Grade 14, Step 11 at \$43.42 per hour to Grade 16, Step 11 at \$51.70 per hour (Grade 17 wages), effective April 30, 2018.

On motion by King, seconded by Rohlffing and unanimously approved, the Board approved to promote Jim McMillen, full time Building and Grounds Director in the Building Maintenance Department, Grade 9, Step 11 at \$32.44 per hour to Grade 11, Step 11 at \$38.64 per hour (Grade 12 wages), effective April 30, 2018.

On motion by King, seconded by Gliszinski and unanimously approved, the Board approved to adjust the hourly wage for George Phillips, full time GIS Technician in the Lands Records Department, Grade 6, Step 4 at \$20.35 per hour to Grade 6, Step 4 at \$22.88 per hour (Grade 8 wages), effective April 30, 2018.

On motion by Rohlffing, seconded by Gliszinski and unanimously approved, the Board approved to adjust the hourly wage for Jeff Neisen, full time Informational Technology Director in the Informational Technology Department, Grade 14, Step 11 at \$43.42 per hour to Grade 14, Step 10 at \$44.92 per hour (Grade 16 wages), effective April 30, 2018.

On motion by Rohlffing, seconded by Gliszinski and unanimously approved, the Board approved to adjust the hourly wage for Judy Yokiel, full time Child Support Officer in Human Services, Grade 7, at \$29.05 per hour to Grade 7, Step 11 at \$30.60 per hour (Grade 8 wages), effective April 30, 2018.

On motion by King, seconded by Rohlffing and unanimously approved, the Board approved to adjust the hourly wage for Lindsay Oakland, full time Child Support Officer in Human Services, Grade 7, Step 6 at \$23.16 per hour to Grade 7, Step 5 at \$23.70 per hour (Grade 8 wages), effective April 30, 2018.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved to adjust the hourly wage for Maria Frederick, full time Child Support Officer in Human Services, Grade 7, Step 4 at \$21.57 per hour to Grade 7, Step 4 at \$22.88 per hour (Grade 8 wages), effective April 30, 2018.

On motion by Rohlffing, seconded by Gliszinski and unanimously approved, the Board approved to adjust the hourly wage for Corey Schwartz, full time Senior Appraiser in the Assessor's Office, Grade 10, Step 5 at \$26.64 per hour, effective March 19, 2018.

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

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved the release of funds in the amount of \$2,200 to Le Sueur County Service Clubs to assist with Memorial Day expenses.

On motion by King, seconded by Gliszinski and unanimously approved with Rohlfling abstaining, the Board approved to set a bid opening date and time of May 18, 2018 at 11:00 a.m. for the West Jefferson Sewer Collection System Project.

On motion by Gliszinski, seconded by King and unanimously approved with Rohlfling abstaining, the Board approved to move forward with setting a date and time for a West Jefferson Ordinance public hearing.

On motion by Gliszinski, seconded by King and unanimously approved with Rohlfling abstaining, the Board approved to begin accepting petitions into the West Jefferson Subordinate Service District.

### **Board Member Committee Reports:**

Commissioner Rohlfling attended a 1W1P meeting, a Drainage Authority Board Meeting, Region Nine Commission meeting, and a Region Nine presentation.

Commissioner Gliszinski attended a Drainage Authority Board Meeting.

Commissioner King attended the Justice Center bid opening for bid package #2, P&Z meeting, Waseca - Le Sueur Library Board Meeting, Canvassing Board meeting and a TRUE Transit Advisory Board meeting.

Commissioner Wetzel attended a Drainage Authority Board Meeting.

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

<b>Warrant #</b>	<b>Vendor Name</b>	<b>Amount</b>
49523	Advanced Correctional Healthcare Inc.	\$ 2,366.01
49525	Ag Partners Coop	\$ 4,937.71
49529	APG Media of Southern MN LLC	\$ 4,414.10
49538	Bolton & Menk Inc.	\$ 46,605.00
49545	Christian, Keogh, Moran & King	\$ 3,559.39
49575	I & S Group Inc.	\$ 5,399.98
49585	Le Sueur County Soil & Water	\$ 8,533.89
49586	Richard Lea	\$ 3,180.00
49588	Little Falls Machine Inc.	\$ 4,418.97
49596	Minn St. Admin ITG Telecom	\$ 5,140.00
49597	MN Counties Computers Coop	\$ 13,770.75
49605	Anthony Nerud	\$ 3,855.00

49608	North Central International	\$ 8,429.29
49614	Paragon Printing & Mailing Inc.	\$ 4,971.17
49626	S.E.H. Inc.	\$ 16,622.50
49629	SHI International Corp	\$ 11,398.00
49630	S.M.C. Co. Inc.	\$ 10,306.42
49639	Thomson Reuters	\$ 2,061.24
49641	Tim Miller Electric Inc.	\$ 2,377.00
49644	Trimin Systems Inc.	\$ 13,892.00
49653	Waterford Oil Co. Inc.	\$ 15,215.47
49655	Wenck Associates Inc.	\$ 5,967.07
49657	Widseth Smith Nolting & Assoc., Inc.	\$ 14,000.00
49661	Wondra Automotive Inc.	\$ 2,277.23
118	Claims paid less than \$2,000.00:	\$ 36,294.42
24	Claims paid more than \$2,000.00:	\$213,698.19
142	Total all claims paid:	\$249,992.61

On motion by King, seconded by Gliszinski and unanimously approved, the Board adjourned until Tuesday, April 24, 2018 at 9:00 a.m.

ATTEST: \_\_\_\_\_  
**Le Sueur County Administrator**                      **Le Sueur County Chairman**

## Summary Minutes of Le Sueur County Drainage Authority Board Meeting, April 17, 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](http://www.co.le-sueur.mn.us).
- Approved the agenda. (King-Gliszinski)
- Approved the consent agenda. (Rohlfing-King)
- Approved Human Services claims: Financial \$ 27,552.67 and Soc Services \$113,378.51. (King-Gliszinski)
- Approved a Proclamation designating April 2018 as National Child Abuse and Neglect Awareness Month. (King-Gliszinski)
- Approved an Agreement between the University of MN and Le Sueur County for Providing Extension Programs Locally and Employing Extension Staff. (King-Rohlfing)
- Approved regular status to Kelly Mittman in the Sheriff's Office. (King-Gliszinski)
- Approved regular status to Allan Sowieja in the Sheriff's Office. (Gliszinski-King)
- Approved to promote Carol Blaschko in the Finance Department. (Rohlfing-Gliszinski)
- Approved to promote Jim McMillen in the Building Maintenance Department. (King-Rohlfing)
- Approved to adjust the hourly wage for George Phillips in the Lands Records Department. (King-Gliszinski)
- Approved to adjust the hourly wage for Jeff Neisen in the Informational Technology Department. (Rohlfing-Gliszinski)
- Approved to adjust the hourly wage for Judy Yokiell in the Human Services. (Rohlfing-Gliszinski)
- Approved to adjust the hourly wage for Lindsay Oakland in Human Services. (King-Rohlfing)
- Approved to adjust the hourly wage for Maria Frederick in Human Services. (Gliszinski-King)
- Approved to adjust the hourly wage for Corey Schwartz in the Assessor's Office. (Rohlfing-Gliszinski)
- Approved the release of funds in the amount of \$2,200 to Le Sueur County Service Clubs to assist with Memorial Day expenses. (Gliszinski-King)
- Approved to set a bid opening date and time of May 18, 2018 at 11:00 a.m. for the West Jefferson Sewer Collection System Project. (King-Gliszinski)
- Approved to move forward with setting a date and time for a West Jefferson Ordinance public hearing. (Gliszinski-King)
- Approved to begin accepting petitions into the West Jefferson Subordinate Service District. (Gliszinski-King)
- The following claims were approved for payment: (Gliszinski-Rohlfing)

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118	Claims paid less than \$2,000.00:	\$ 36,294.42
24	Claims paid more than \$2,000.00:	\$213,698.19
142	Total all claims paid:	\$249,992.61

•Adjourned until Tuesday, April 24, 2018 at 9:00 a.m. (King-Gliszinski)

ATTEST: Le Sueur County Administrator                      Le Sueur County Chairman