
Le Sueur County, MN

Tuesday, January 6, 2015

Board Meeting

Item 2

9:15 a.m. Agenda and Consent Agenda

RE: December 23, 2014 Minutes and Summary Minutes

Staff Contact:

Minutes of Le Sueur County Board of Commissioners Meeting December 23, 2014

The Le Sueur County Board of Commissioners met in regular session on Tuesday, December 23, 2014 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. Also present were Darrell Pettis and Brent Christian.

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

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

- Approved the Minutes and Summary Minutes for the December 16, 2014 Meeting

Kathy Brockway appeared before the Board with one item for consideration.

On motion by Wetzel, seconded by Connolly and approved via roll call vote 5-0, the Board granted a Conditional Use Permit to MARK & AMANDA JACOBY, MADISON LAKE, MN have applied for a Conditional Use Permit to allow grading, excavating, and filling of approximately 73 cubic yards of material outside the shore impact zone in a Recreational Residential "RR" District on a Recreational Development "RD" lake, Lake Washington. Property is located at Lot 14, Block 1, Hiniker Rolling Acres, Section 17, Washington Township. Findings are on file at the Planning and Zoning Office.

Cindy Westerhouse, Human Resources appeared before the Board with four items for consideration.

On motion by King, seconded by Wetzel and unanimously approved, the Board approved the recommendation to hire Miranda Rosa as a part time Drug Court Coordinator, in Court Administration, as a Grade 13, Step 1 at \$25.17 per hour, effective January 15, 2015.

On motion by Connolly, seconded by Gliszinski and unanimously approved, the Board approved the recommendation to grant regular status to Corey Schwartz, full time Appraiser, in the County Assessor's Office, effective December 16, 2014.

On motion by Connolly, seconded by Gliszinski and unanimously approved, the Board approved the recommendation to hire Danielle Pankratz as a part time Homemaker, in Public Health, as a Grade 1, Step 1 at \$12.51 per hour, effective December 29, 2014.

On motion by Wetzel, seconded by King and unanimously approved, the Board approved the recommendation to grant regular status to Michaela Erickson, part time Home Health Aide, in Public Health, effective December 19, 2014.

On motion by Gliszinski, seconded by Connolly and unanimously approved, the Board approved the recommendation to grant regular status to Sierra Copp, part time Jailer/Dispatcher, in the Sheriff's Office, effective December 16, 2014.

Justin Lutterman, GIS appeared before the Board to introduce Kayla Wagner, the new GIS Specialist.

Darrell Pettis, County Administrator appeared before the Board with several item for discussion and consideration.

On motion by Gliszinski, seconded by Wetzel and approved, the Board adopted the following resolution setting the 2015 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 57.5 cents per mile and 2 cents per mile additional for those Water Patrol Officers while pulling a water patrol boat for the year 2015.

On motion by Wetzel, seconded by King and approved, the Board adopted the 2015 Per Diem Rate:

BE IT RESOLVED: That the Le Sueur County Board of Commissioners hereby sets the 2015 Per Diem at \$50.00 per half day and \$80.00 per full day, effective January 1, 2015.

On motion by Gliszinski, seconded by Connolly and approved, the Board set the 2015 Per Diem Eligible Committees as follows:

2015 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, Ney Foundation, Envision 2020, 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)

and any other newly created committees recognized by the County Board in the year 2015..

On motion by King, seconded by Wetzel 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 County Auditor / Treasurer are hereby designated as Association of Minnesota Delegates for Le Sueur County in 2015.

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 2015, 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 King, seconded by Gliszinski and approved, the Board established the 2015 annual base salary of the Le Sueur County Board of Commissioners to be \$27,540 plus cafeteria benefits as negotiated by the Union Contracts.

On motion by Connolly, seconded by Gliszinski and approved, the Board adopted the following resolution setting the 2015 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 2015.

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 2015.

On motion by King, seconded by Gliszinski and unanimously approved, the Board accepted the resignation of Arthur Poll from the HRA Board.

At 10:00 a.m. the Chairperson called the Public Hearing for the approval of the 2015 to 2019 Capital Improvement Bonds pursuant to Minnesota Statutes, Section 373.40.

The Chairperson stated that this was the time and place fixed for a public hearing to be held on the County's Capital Improvement Plan (the "Plan") and issuance of bonds (the "Bonds") under Minnesota Statutes, Section 373.40. The County Administrator presented an affidavit showing publication of the notice of public hearing at least fourteen (14) but not more than twenty-eight (28) days prior to the date fixed for the public hearing in the Lake Region Life, being the official newspaper of the County. The affidavit was examined, found to be satisfactory and ordered it to be placed on file with the County Administrator.

The Chairperson then opened the meeting for the public hearing on the proposal to adopt the Plan and approve the issuance of the Bonds. The purpose of the hearing was explained, the

nature of the Plan and the Bonds was discussed and all persons present who desired to do so were afforded an opportunity to express their views with respect to the proposal to approve the Plan and issue the Bonds.

With no comments being received from the public on the proposals, at 10:20 a.m. the Chairperson declared the public hearing to be closed.

On motion by Wetzel, seconded by Gliszinski, and unanimously approved, the Board approved the following resolution:

RESOLUTION RELATING TO APPROVAL OF A CAPITAL
IMPROVEMENT PLAN AND ISSUANCE OF GENERAL OBLIGATION CAPITAL
IMPROVEMENT PLAN BONDS, SERIES 2015A

BE IT RESOLVED by the Board of Commissioners (the Board) of Le Sueur County, Minnesota (the Issuer), as follows:

WHEREAS, the Issuer has published notice of its intent to hold a hearing on the issuance of capital improvement plan bonds under Minnesota Statutes, Section 373.40 (the “Bonds”) and on its proposed Capital Improvement Plan (the “Plan”), at least fourteen (14) but not more than twenty-eight (28) days prior to the date hereof, pursuant to and in accordance with Minnesota Statutes, Section 373.40 (the “Act”); and

WHEREAS, the Board held a public hearing on the date hereof on the Plan and on the issuance of the Bonds to finance capital improvements to several county roads and bridges, as detailed in the County's 2015 - 2019 Capital Improvement Plan. The two statutory authorities for the issue are County Capital Improvement Plan (CIP) Bonds and County State Aid Bonds. The CIP will comprise \$4,885,000, funding improvements to CSAH 28, CSAH 32 and County Road 104. The County will pay debt service with future ad valorem property taxes. The State Aid will comprise \$5,090,000, funding improvements to CSAH 3, CSAH 7, CSAH 14, CSAH 23, and CSAH 33. The County will pay debt service with future state aid revenues. As described in the Act and in the Plan (the “Project”);

WHEREAS, the Board has considered the factors described in subdivision 3 of the Act with respect to the Plan;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby a) approves the Plan, and (b) authorizes the issuance of the Bonds in an amount not to exceed \$9,975,000. Pursuant to Minnesota Statutes, Section 475.60, Subdivision 2, paragraph (9), Ehlers & Associates is authorized to prepare and distribute an Official Statement and to solicit proposals for the Bonds on behalf of the County on a negotiated basis. This Board shall meet on January 27, 2015, for the purpose of considering proposals for the purchase of the Bonds and of taking such action thereon as may be in the best interests of the County.

Bruce Kimmel, Ehlers & Associates appeared before the Board to discuss the 2015 Bond Sale.

Commissioner King introduced the following resolution and moved its adoption:

**Resolution Providing for the Sale of
\$9,975,000 General Obligation Bonds, Series 2015A**

A. WHEREAS, the Board of Commissioners of the Le Sueur County, Minnesota has heretofore determined that it is necessary and expedient to issue the County's \$9,975,000 General Obligation Bonds, Series 2015A (the "Bonds"), to finance several road improvements in the County; and

B. WHEREAS, the County has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent financial advisor for the Bonds and is therefore authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Le Sueur County, Minnesota, as follows:

1. Authorization; Findings. The Board of Commissioners hereby authorizes Ehlers to solicit proposals for the sale of the Bonds.

2. Meeting; Proposal Opening. The Board of Commissioners shall meet at approximately 11:00 am on Tuesday, January 27, 2015, for the purpose of considering sealed proposals for and awarding the sale of the Bonds.

3. Official Statement. In connection with said sale, the officers or employees of the County are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the County upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner Gliszinski and, after full discussion thereof and upon a vote being taken thereon, the Board of Commissioners unanimously voted in favor thereof.

On motion by Connolly, seconded by King and unanimously approved, the Board adjourned until Tuesday, January 6, 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 23, 2014**

●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 23, 2014 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Steve Rohlfing, Lance Wetzel, Dave Gliszinski, John King and Joe Connolly. Also present were Darrell Pettis and Brent Christian.

●The Board approved the agenda for the business of the day. (Connolly-Wetzel)

●On motion by King, seconded by Gliszinski and unanimously approved, the Board approved the consent agenda: Approved the December 16, 2014 Minutes and Summary Minutes. (King-Gliszinski)

●The Board granted a Conditional Use Permit to MARK & AMANDA JACOBY, MADISON LAKE, MN have applied for a Conditional Use Permit to allow grading, excavating, and filling of approximately 73 cubic yards of material outside the shore impact zone in a Recreational Residential "RR" District on a Recreational Development "RD" lake, Lake Washington. Property is located at Lot 14, Block 1, Hiniker Rolling Acres, Section 17, Washington Township. Findings are on file at the Planning and Zoning Office. (Wetzel-Connolly)

●The Board approved the recommendation to hire Miranda Rosa as a part time Drug Court Coordinator, in Court Administration, as a Grade 13, Step 1 at \$25.17 per hour, effective January 15, 2015. (King-Wetzel)

●The Board approved the recommendation to grant regular status to Corey Schwartz, full time Appraiser, in the County Assessor's Office, effective December 16, 2014. (Connolly-Gliszinski)

●The Board approved the recommendation to hire Danielle Pankratz as a part time Homemaker, in Public Health, as a Grade 1, Step 1 at \$12.51 per hour, effective December 29, 2014. (Connolly-Gliszinski)

●The Board approved the recommendation to grant regular status to Michaela Erickson, part time Home Health Aide, in Public Health, effective December 19, 2014. (Wetzel-King)

●The Board approved the recommendation to grant regular status to Sierra Copp, part time Jailer/Dispatcher, in the Sheriff's Office, effective December 16, 2014. (Gliszinski-Connolly)

●The Board adopted the following resolution setting the 2015 mileage reimbursement rate: (Gliszinski-Wetzel)

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 57.5 cents per mile and 2 cents per mile additional for those Water Patrol Officers while pulling a water patrol boat for the year 2015.

●The Board adopted the 2015 Per Diem Rate: (Wetzel-King)

BE IT RESOLVED: That the Le Sueur County Board of Commissioners hereby sets the 2015 Per Diem at \$50.00 per half day and \$80.00 per full day, effective January 1, 2015.

●The Board set the 2015 Per Diem Eligible Committees as follows: (Gliszinski-Connolly)

2015 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, Ney Foundation, Envision 2020, 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) and any other newly created committees recognized by the County Board in the year 2015..

- The following resolution was adopted: (King-Wetzel)

BE IT RESOLVED: that all members of the County Board, the Human Services Director, the County Engineer / Administrator, and the County Auditor / Treasurer are hereby designated as Association of Minnesota Delegates for Le Sueur County in 2015.

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 2015, and

BE IT FURTHER RESOLVED: that all out of state meetings must be requested in person by the Department Head before the County Board.

- The Board established the 2015 annual base salary of the Le Sueur County Board of Commissioners to be \$27,540 plus cafeteria benefits as negotiated by the Union Contracts. (King-Gliszinski)

- The Board adopted the following resolution setting the 2015 Le Sueur County hours of operation: (Connolly-Gliszinski)

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 2015.

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 2015.

- The Board accepted the resignation of Arthur Poll from the HRA Board. (King-Gliszinski)

- At 10:00 a.m. the Chairperson called the Public Hearing for the approval of the 2015 to 2019 Capital Improvement Bonds pursuant to Minnesota Statutes, Section 373.40.

The Chairperson stated that this was the time and place fixed for a public hearing to be held on the County's Capital Improvement Plan (the "Plan") and issuance of bonds (the "Bonds") under Minnesota Statutes, Section 373.40. The County Administrator presented an affidavit showing publication of the notice of public hearing at least fourteen (14) but not more than twenty-eight (28) days prior to the date fixed for the public hearing in the Lake Region Life, being the official newspaper of the County. The affidavit was examined, found to be satisfactory and ordered it to be placed on file with the County Administrator.

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With no comments being received from the public on the proposals, at 10:20 a.m. the Chairperson declared the public hearing to be closed.

- The Board approved the following resolution: (Wetzel-Gliszinski)

RESOLUTION RELATING TO APPROVAL OF A CAPITAL IMPROVEMENT PLAN AND ISSUANCE OF GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS, SERIES 2015A

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funding improvements to CSAH 28, CSAH 32 and County Road 104. The County will pay debt service with future ad valorem property taxes. The State Aid will comprise \$5,090,000, funding improvements to CSAH 3, CSAH 7, CSAH 14, CSAH 23, and CSAH 33. The County will pay debt service with future state aid revenues. As described in the Act and in the Plan (the "Project");

WHEREAS, the Board has considered the factors described in subdivision 3 of the Act with respect to the Plan;

NOW, THEREFORE, BE IT RESOLVED that the Board hereby a) approves the Plan, and (b) authorizes the issuance of the Bonds in an amount not to exceed \$9,975,000. Pursuant to Minnesota Statutes, Section 475.60, Subdivision 2, paragraph (9), Ehlers & Associates is authorized to prepare and distribute an Official Statement and to solicit proposals for the Bonds on behalf of the County on a negotiated basis. This Board shall meet on January 27, 2015, for the purpose of considering proposals for the purchase of the Bonds and of taking such action thereon as may be in the best interests of the County.

●Commissioner King introduced the following resolution and moved its adoption:

Resolution Providing for the Sale of \$9,975,000 General Obligation Bonds, Series 2015A:

A. WHEREAS, the Board of Commissioners of the Le Sueur County, Minnesota has heretofore determined that it is necessary and expedient to issue the County's \$9,975,000 General Obligation Bonds, Series 2015A (the "Bonds"), to finance several road improvements in the County; and

B. WHEREAS, the County has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent financial advisor for the Bonds and is therefore authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Le Sueur County, Minnesota, as follows:

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3. Official Statement. In connection with said sale, the officers or employees of the County are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the County upon its completion.

●The motion for the adoption of the foregoing resolution was duly seconded by Commissioner Gliszinski and, after full discussion thereof and upon a vote being taken thereon, the Board of Commissioners unanimously voted in favor thereof.

●The Board adjourned until Tuesday, January 6, 2015 at 9:00 a.m. (Connolly-King)

ATTEST: Le Sueur County Administrator Le Sueur County Chairman

Future Meetings 2015

January 6, 2015	Board Meeting , 9:00 a.m.
January 8, 2015	P&Z Meeting, 7:00 p.m. Environmental Services Building
January 13, 2015	No Board Meeting
January 15, 2015	Board of Adjustment Meeting, 3:00 p.m. Environmental Services Building
January 20, 2015	Board Meeting, 9:00 a.m. German-Jefferson Work Session, 11:00 a.m.
January 27, 2015	Board Meeting, 9:00 a.m. at the 4-H Family Center
February 3, 2015	Board Meeting, 9:00 a.m.
February 10, 2015	No Board Meeting
February 12, 2015	P&Z Meeting, 7:00 p.m. Environmental Services Building
February 17, 2015	Board Meeting, 9:00 a.m.
February 19, 2015	Board of Adjustment Meeting, 3:00 p.m. Environmental Services Building
February 24, 2015	Board Meeting, 9:00 a.m.