



**LE SUEUR COUNTY BOARD OF COMMISSIONERS
MEETING AGENDA
COMMISSION CHAMBERS
September 1, 2015**

1. **9:00 am Agenda and Consent Agenda**
RE: August 25, 2015 Minutes and Summary Minutes

2. **9:05 am Claims (10 min)**

3. **9:15 am Jim McMillen, Maintenance (15 min)**
RE: Human Services Remodel

4. **9:30 am Darrell Pettis, Administrator (30 min)**
RE: Road and Bridge Update

5. **10:00 am Reconvene County Ditch #58 Public Hearing (30 min)**

6. **10:30 am Cindy Shaughnessy (1 hour) Public Health 2014 Annual Agency Evaluation**

7. **11:30 am Septic Workshop following Board Meeting**
RE: FRST
RE: German-Jefferson District Boundaries, Taxes, Ordinance, Waiver, Funding

8. **Future Meetings**



Le Sueur County, MN

Tuesday, September 1, 2015

Board Meeting

Item 1

9:00 am Agenda and Consent Agenda

RE: August 25, 2015 Minutes and Summary Minutes

Staff Contact:

Minutes of Le Sueur County Board of Commissioners Meeting August 25, 2015

The Le Sueur County Board of Commissioners met in regular session on Tuesday, August 25, 2015 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: Steve Rohlfling, Lance Wetzel, Dave Gliszinski, John King and Joe Connolly. Carol Blaschko and Brent Christian were also present. Darrell Pettis was excused.

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

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

- Approved the August 18, 2015 County Board Minutes and Summary Minutes.
- Approved the CD #64 Branch #4 Repair Request

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

On motion by Connolly, seconded by King and approved via roll call vote 5-0, the Board granted a Conditional Use Permit to ROBERT & MONIKA RIVERS, MONTGOMERY, MN, (APPLICANT/OWNER): Request that the County grant a Conditional Use Permit to allow grading, excavating and filling of 2 cubic yards of material in the bluff for the construction of a stairway in a Recreational Residential "RR" District on a Recreational Development "RD" lake, Greenleaf Lake. Property is located at Lot 3, Block 4, Greenleaf Lake Estates, Section 20, Montgomery Township. The application was approved with the following conditions and findings are on file at the Planning and Zoning Office:

1. That all exposed soils be stabilized immediately once the work is completed.

On motion by Rohlfling, seconded by Gliszinski and approved via roll call vote 5-0, the Board granted a Conditional Use Permit to TIM & ANN WALSH, CLIVE IA, (APPLICANT/OWNER): Request that the County grant a Conditional Use Permit to allow grading, excavating and filling of approximately 6 cubic yards of material outside the shore impact zone, 69 cubic yards within the shore impact zone for a project total of 75 cubic yards and for the construction of 2 retaining walls in a Recreational Residential "RR" District, on a Recreational Development Lake, Lake Frances. Property is located at Lot 11, Warner's Subdivision, Section 33, Elysian Township. The application was approved with the following conditions and findings are on file at the Planning and Zoning Office:

1. Use landscaping fabric in order to prevent future erosion.
2. Areas on the plan that are designated as vegetation buffers shall be planted with native plants.

On motion by King, seconded by Rohlfling and approved via roll call vote 5-0, the Board granted a Conditional Use Permit to CHRIS BIEHN, MANKATO, MN, (APPLICANT/OWNER): Requests that the County grant an After-The-Fact Conditional Use Permit to allow grading, excavating and filling of 114 cubic yards of material within the bluff, bluff impact zone and the

construction of a retaining wall outside the shore impact zone in a Recreational Residential “RR” District on a Recreational Development “RD” lake, Lake Jefferson. Property is located in Government Lot 7, Section 4, Washington Township. The application was approved with the following conditions and findings are on file at the Planning and Zoning Office:

1. Reduce the existing pad to 24 wide and the length no more than 2 car lengths to be utilized as an access to the site only, (Surveyor to provide the additional material movement amount prior to the County Board meeting on August 25). The additional material movement on site will be 29 cubic yards. For a total cubic yards of 143.
2. The area shall be planted with native grasses in order to stabilize the soils.

Ann Traxler, Emergency Management came before the Board with several items for discussion and approval.

On motion by King, seconded by Connolly and unanimously approved, the Board approved and authorized the Chair to sign the EMPG Grant Application in the amount of \$22,471.

Ann gave an update on lake sirens and agreed to set up a meeting to discuss the matter between the lake associations, townships, Emergency Management and Commissioners King and Wetzel.

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

On motion by Connolly, seconded by Gliszinski and unanimously approved, the Board approved the recommendation to accept the retirement request from Carla Mador, full time Sheriff Administrative Assistant in the Sheriff’s Office, effective October 23, 2015. Carla has been an employee with Le Sueur County since February 1987.

On motion by Rohlfing, seconded by King and unanimously approved, the Board approved the recommendation to post and advertise for a full time Sheriff Administrative Assistant in the Sheriff’s Office, as a Grade 6, Step 1 at \$17.07 per hour.

On motion by King, seconded by Rohlfing and unanimously approved, the Board approved the recommendation to post and advertise for two full time Administrative Assistant III, in Public Health, as a Grade 5, Step 1 at \$16.11 per hour.

The Board had a discussion regarding adding new staff before the 2016 budget is set and will follow up with Human Resources.

Dave Tietz, Sheriff came before the Board with one item for approval.

On motion by Gliszinski, seconded by Rohlfing and unanimously approved, the Board approved to allow the Sheriff and Environmental Services to approve up to \$3,000 to lake associations from the AIS grant to help with expenses incurred from inspections and education programs.

Tim Penny, President and CEO of the Southern Minnesota Initiative Foundation appeared before the Board with the 2014 Annual Report.

Dave Gliszinski presented a petition for discussion by the Board from residents along County Road 143 requesting to have this road paved.

On motion by Connolly, seconded by King and unanimously approved, the Board adjourned until Tuesday, September 1, 2015 at 9:00 a.m.

ATTEST: _____
Le Sueur County Finance Director **Le Sueur County Chairman**

Summary Minutes of Le Sueur County Board of Commissioners Meeting, August 25, 2015

● 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, August 25, 2015 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. Carol Blaschko and Brent Christian were also present. Darrell Pettis was excused.

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

● On motion by Gliszinski, seconded by King and unanimously approved, the Board approved the consent agenda: (Gliszinski-King)

- Approved the August 18, 2015 County Board Minutes and Summary Minutes.

- Approved the CD #64 Branch #4 Repair Request

● The Board granted a Conditional Use Permit to Robert & Monika Rivers, Montgomery, MN, (applicant/owner): Findings are on file at the Planning and Zoning Office. (Connolly-King)

● The Board granted a Conditional Use Permit to Tim & Ann Walsh, Clive IA, (applicant/owner): Findings are on file at the Planning and Zoning Office. (Rohlffing-Gliszinski)

● The Board granted a Conditional Use Permit to Chris Biehn, Mankato, MN, (applicant/owner): Findings are on file at the Planning and Zoning Office. (King-Rohlffing)

● The Board approved and authorized the Chair to sign the EMPG Grant Application in the amount of \$22,471. (King-Connolly)

● The Board approved the recommendation to accept the retirement request from Carla Mador, full time Sheriff Administrative Assistant in the Sheriff's Office, effective October 23, 2015. (Connolly-Gliszinski)

● The Board approved the recommendation to post and advertise for a full time Sheriff Administrative Assistant in the Sheriff's Office, as a Grade 6, Step 1 at \$17.07 per hour. (Rohlffing-King)

● The Board approved the recommendation to post and advertise for two full time Administrative Assistant III, in Public Health, as a Grade 5, Step 1 at \$16.11 per hour. (King-Rohlffing)

● The Board approved to allow the Sheriff and Environmental Services to approve up to \$3,000 to lake associations from the AIS grant to help with expenses incurred from inspections and education programs. (Gliszinski-Rohlffing)

● The Board adjourned until Tuesday, September 1, 2015 at 9:00 a.m. (Connolly-King)

ATTEST: Le Sueur County Finance Director

Le Sueur County Chairman



Le Sueur County, MN

Tuesday, September 1, 2015

Board Meeting

Item 2

9:05 am Claims (10 min)

Staff Contact:



Le Sueur County, MN

Tuesday, September 1, 2015

Board Meeting

Item 3

9:15 am Jim McMillen, Maintenance (15 min)

RE: Human Services Remodel

Staff Contact:



Le Sueur County, MN

Tuesday, September 1, 2015

Board Meeting

Item 4

9:30 am Darrell Pettis, Administrator (30 min)

RE: Road and Bridge Update

Staff Contact:

**Le Sueur County
County Commissioners Meeting
Highway Department Agenda
September 1, 2015**

1. Road and Bridge Projects update.

2014 Projects

CSAH 14 Reconstruction

2015 Projects

Trunk Highway 169 RCUT - TED Project
CSAH 28 - CSAH 28 to CSAH 11 - CIR and Overlay
CR 104 - CSAH 18 to Cleveland - Bituminous Overlay
CR 107 - CSAH 18 to CSAH 21 - Bituminous Overlay
CSAH 14 - Waterville Limits to CSAH 6 - Final Bituminous Surface
CSAH 14 Herbert St to Waterville Limit - New C&G and Bit Surface
CSAH 3 - TH 21 to CSAH 26 - Reconstruction
County Wide Bituminous Seal Coating
CSAH 26 and CSAH 28 Microsurfacing
HSIP Intersection Lighting
HSIP Chevron Improvement Project
CSAH 7 Bridge Replacement Project

2016 Projects

CR 104 - CSAH 15 to 3/4 mile West - Reconstruction
CSAH 32 - CSAH 11 to CSAH 28 - FDR and Overlay
CR 126 - CSAH 11 to CSAH 5 - Bit Overlay
CSAH 32 - CSAH 28 to TH 19 Overlay
CSAH 23 - Railroad X-ing to TH 112 - Reconstruction
CSAH 33 Bridge Replacement Project
CSAH 52 Bridger Replacement Project
CSAH 37 - Sidewalk Replacement Project in Le Sueur, Advance Const.

2. Federal Funding Opportunities

HSIP Applications are due November 1 for 2017, 2018, 2019



Minnesota Department of Transportation

State Aid for Local Transportation

395 John Ireland Boulevard, MS 500
Saint Paul, MN 55155

August 19, 2015

Darrell Pettis
LeSueur County Engineer
88 South Park Avenue
Le Center, MN 56057

In reply refer:
Grant from Minnesota State Transportation Fund – Acct 271
MnDOT Agreement No.1001448

S.A.P. 040-607-006
New Bridge No.40J28
County of LeSueur

Old Bridge No. 7297
over County Ditch #59
on CSAH 7

Dear Mr. Pettis:

You are now authorized to advance the status of this project. Your request for a grant to construct the above bridge replacement is approved subject to determination of contract cost. Submit and excel format low bid abstract electronically to Sandra Martinez (Sandra.martinez@state.mn.us) after the opening of bids so final determination can be made as to the amount of the grant.

Upon determination of the amount of the grant, a grant agreement and resolution by the governing body agreeing to finance any cost in excess of the grant is required before the grant can be authorized. **Your MnDOT agreement number is 1001448 and should be referenced in the upper right hand corner of the bridge bond grant agreement.** Please submit **3** original copies of the grant agreement to my office for approval. The template for the agreement can be found under the quick links on the State Aid website. **Be sure to use the 2014 grant agreement template.** A revised sample bridge bond resolution is also on the website.

<u>Estimate</u>	
State Bridge Funds	\$103,089.50
State Aid Funds	<u>162,103.40</u>
TOTAL	\$265,192.90

Sincerely,

Patti Loken
State Aid Program Delivery Engineer

cc: Gordy Regenscheid, District 7 State Aid
File

An Equal Opportunity Employer



Pettis, Darrell

From: Dave Wentzel <Dave@mndc.org>
Sent: Monday, August 24, 2015 8:10 AM
To: Dave Wentzel
Cc: john.mcdonald@co.faribault.mn.us; kevin.peyman@co.martin.mn.us; Pettis, Darrell; Roger.Risser@co.watonwan.mn.us; wayne.stevens@co.waseca.mn.us; Alan.Forsberg@blueearthcountymn.gov; sibleyPW@co.sibley.mn.us; nathan.richman@co.waseca.mn.us; sgreenwood@co.nicollet.mn.us; Gsticha@ci.new-prague.mn.us; angieg@saintpetermn.gov; steve.koehler@ci.new-ulm.mn.us; tneimmers@fairmont.org; markd@ci.waseca.mn.us; alan.forsberg@blueearthcountymn.gov; bj.yock@yahoo.com; Brian.gramentz@ci.new-ulm.mn.us; Bryant.Stiernagle@irdeto.com; dansa@bolton-menk.com; daa014@hickorytech.net; Pettis, Darrell; drew.campbell@blueearthcountymn.gov; jhuebsch@mankatomn.gov; jbroich@sleepyeyetel.net; jjohnson@city.mankatomn.gov; jprjir@hotmail.com; Lisa.Bigham@dot.state.mn.us; nathan.richman@co.waseca.mn.us; rlpottawa@gmail.com; Ronda.Allis@state.mn.us; steve.koehler@ci.new-ulm.mn.us; terrygenelinagency@msn.com
Subject: FW: LOCAL HSIP solicitation for FY 2017-2020
Attachments: Fall 2015 Greater MN Announcement.pdf; 2015 Fall Application.pdf; Benefit Cost Worksheet Aug 2015.xls

MnDOT's Office of Traffic, Safety and Technology (OTST) in partnership with State Aid for Local Transportation (SALT) are soliciting for a minimum of \$30M over four years (SFY 2017-2020) of Greater Minnesota LOCAL projects for the Highway Safety Improvement Program (HSIP).

The funding targets are as follows:

AVAILABLE	2017	2018	2019	2020
ATP 1	\$ 60,590	\$ 616,340	\$ 1,289,540	\$ 1,289,539.69
ATP 2			\$ 833,497	\$ 833,497.00
ATP 3	\$ 569,197	\$ 1,363,819	\$ 2,287,256	\$ 2,566,256.27
ATP 4			\$ 34,039	\$ 1,103,706.85
ATP 6	\$ 990,975	\$ 2,137,725	\$ 1,278,405	\$ 2,137,725.15
ATP 7	\$ 45,510	\$ 1,164,240	\$ 1,251,240	\$ 1,359,240.32
ATP 8	\$ 15,195	\$ 516,232	\$ 702,255	\$ 1,099,323.76
Subtotal	\$ 1,681,468	\$ 5,798,356	\$ 7,676,233	\$ 15,156,056
				\$ 30,312,112

This is the last chance to program SFY 2017 and 2018 HSIP funds.

Applicants are **strongly** encouraged to submit more projects than the minimum targets listed above as more dollars may become available for quality projects. If 2017 and 2018 are left unallocated after this solicitation, then those funds will go to a project outside of this solicitation that can be delivered in the necessary timeframe.

Applications must be received on or before **NOVEMBER 1, 2015**. Email electronic submittals to Julie.Whitcher@state.mn.us.

The guidebook and application is attached and may also be viewed at:

<http://www.dot.state.mn.us/trafficeng/safety/hsip.html>

Julie M. Whitcher

Julie M. Whitcher, P.E., PTOE
Assistant State Traffic Safety Engineer
HSIP Coordinator
1500 West County Road B2, MS #725
Roseville, MN 55113
Office: 651-234-7019
Julie.Whitcher@state.mn.us

BUDGET NARRATIVE

Income:

The budget includes a 5% increase to counties and just under a 10% increase in other income, based on this year's and last year's actual numbers.

Salaries:

Jeanne will be retiring in December. She works 20 hours a week in the Technical Services department. Margo currently works 30 hours with Jeanne doing tech services work as well as processing our courier and working the desk (15 hrs/desk).

I propose promoting Margo to Tech Services Coordinator, increasing her hours to full-time with benefits, and reducing her desk hours to 12. Erica and Elizabeth will pick up extra hours to handle her desk and courier hours. Jessica will pick up some of the courier hours within her current work hours. This would mean Waseca would not add any additional hours, but it would cost **\$11,600** in benefits to make Margo full time.

Montgomery's long-time volunteer shelver will be dropping her volunteer hours next year. I propose hiring a page to work one weekend shift (3 hours) a week to help with their shelving needs. This would cost approximately **\$1400** a year.

Le Sueur and Montgomery staff are working large amounts of overtime. I would like to give staff some additional hours off desk to work. I'm proposing 2 hours a week off desk for Dianne at a cost of **\$1200** and 2 hours a week off desk for Nancy at a cost of **\$1600**.

Elysian: To help ease the transition of hours reduction in Elysian and to meet the summer demand for wifi access, internet use, and summer readers, we would increase summer hours in Elysian by 5 hours per week. This would add 65 hours during the summer reading program and popular lake months. This would cost approximately **\$750**.

Minimum Wage: The new state minimum wage has increased our Level 1 steps.

Utilities:

Our phone bill this year is coming in above budget. This budget reflects this increase at a cost of **\$600**.

Furniture and Equipment:

We would purchase 7 computers to replace oldest staff and public computers system-wide (**\$5250**) and 2 laptops to replace Janesville's borrowed XP laptops (**\$2200**). For a total of **\$7,450**.

Programming:

We would increase the programming budget due to a large reduction in Arts and Cultural Heritage Fund grant dollars for Traverse des Sioux Library Cooperative at an increase of **\$2,726**.

Misc:

Staff were asked to use fake money to help set priorities for 2016. This year they prioritized money for holiday/library displays. If each library received \$100, this would result in a cost of **\$900**.

FYI: the top 5 also included

2. More Audiobooks/CDs
3. Endcap Displays (furniture)
4. More teen programming
5. More staff hrs for TLS/TLM

TdS Service Fees:

Our weeding effort paid off to save us \$3272 per year despite a 3.5% increase to TdS libraries.

NOT INCLUDED IN BUDGET:

Postage:

I would like to experiment with sending out letters for ILL notification instead of calling patrons without email addresses. I'm not sure what the cost would be. We would try this out at Waseca and see how much less time and how much money it would take. I'm estimating **\$1300**.

Story Time/SRP Materials/Kids Programming:

We would like to have more money to spend on small programs and supplies throughout the year. Right now our budget really limits us on purchasing incentive prizes so we spend almost all of our budget on prizes and then do very little afterschool and weekend programming for kids through the rest of the year, with the exception of Waseca, Le Sueur, and Janesville, which receives a lot of support from their Friends groups. This would cost **\$2000**.

Furniture and Equipment:

We would purchase 6 laptops for Waseca laptop lab (**\$6600**).

Materials:

We would like to continue to expand our large print/adult nonfiction (**\$4000**) and audiobook collections (**\$500**). Our large print and audiobook collections are too small for the size of our communities, especially with all the commuters living here as well as needing to prepare for a demographic shift. Our nonfiction needs serious updating (**\$2000**).

REVENUE	2013 Actual	2014 Actual	2014 Budget	2015 Budget	2016 Budget	2016 +/-
City of Waseca	171,362	-	-			
Le Sueur County	302,975	441,180	455,696	514,936	540,697	5.00%
Waseca County	236,370	332,804	345,506	390,422	409,895	4.99%
TOTAL GOVERNMENT REVENUE	710,707	773,985	801,202	905,358	950,592	5.00%
Interest	440	1,946	140	140	1,500	971.43%
Copiers	8,565	7,616	7,000	7,000	9,000	28.57%
Memorials & Gifts	193	231				#DIV/0!
Fax Income	1,813	1,594	1,600	1,600	1,700	6.25%
Lost/Damaged Materials	1,578	1,051	1,100	1,100	1,100	0.00%
Fines	9,390	7,496	8,400	8,400	7,200	-14.29%
Book Sales	2,701	2,937	3,300	3,300	3,300	0.00%
Misc	11,698	2,054	1,200	1,200	1,200	0.00%
TOTAL OTHER INCOME	36,378	24,925	22,740	22,740	25,000	9.94%
Donations	15,621	13,134	0	-	-	-
Grants	1,436	50,801	0	-	-	-
TOTAL DONATIONS/GRANTS	17,057	63,935	-	-	-	-
Reserves						
TOTAL REVENUE	764,142	862,845	823,942	928,098	975,592	5.12%
EXPENSES						
ADMINISTRATION						
Salaries	438,119	469,291	476,017	511,852	554,283	8.29%
Payroll Taxes	32,767	34,927	32,754	40,000	43,640	9.10%
PERA	30,144	32,065	31,233	39,041	38,190	-2.18%
Health Insurance	37,549	31,584	37,676	44,232	53,500	20.95%
Auditor Fees	3,095	3,420	2,950	3,600	3,950	9.72%
Sales Tax	594	668	725	925	925	0.00%
Accounting Services	18,000	18,000	18,000	18,000	18,000	0.00%
Utilities	18,783	1,023	-	1,000	1,600	60.00%
Custodian Services	9,480	-	-	-	-	-
HQ Maint & Repairs	3,172	-	-	-	-	-
Lease Agreement		21,600	21,600	21,600	21,600	0.00%
TOTAL ADMIN EXPENSES	591,703	612,579	620,955	680,250	735,688	8.15%
SERVICE COSTS						
Office and Library Supplies	8,862	9,945	8,250	11,000	10,900	-0.91%
Postage	3,174	3,395	3,600	3,700	3,500	-5.41%
Travel and Training	972	2,002	1,500	4,000	3,500	-12.50%
Insurance	6,232	8,337	8,300	8,500	8,600	1.18%
Advertising/Public Relations	789	6,235	400	6,850	2,000	-70.80%
Story Time/SRP Materials	5,485	4,435	6,000	8,000	8,000	0.00%
Programming		-	-	2,000	4,726	136.30%
Furniture/Equipment	8,529	16,868	8,500	18,598	16,450	-11.55%
Misc		196	18,876	800	1,100	37.50%
TOTAL	34,043	51,413	55,426	63,448	58,776	-7.36%
MATERIALS						
Books	46,631	57,830	60,000	80,979	80,979	0.00%
Periodicals	2,972	3,236	3,500	7,000	7,000	0.00%
Audio and Music CDs	3,495	3,776	4,000	9,000	9,000	0.00%
DVDs	3,347	5,501	3,000	8,000	8,000	0.00%
Ebooks/E-audio	6,000	6,000	6,000	7,000	7,000	0.00%
TOTAL	62,445	76,342	76,500	111,979	111,979	0.00%
TdS SERVICES						
TdS Service Fees	66,051	63,850	69,021	71,421	68,149	-4.58%
Supplies/Misc	782	644	2,000	1,000	1,000	0.00%
TOTAL TdS Expenses	66,833	64,495	71,021	72,421	69,149	-4.52%
TOTAL	755,024	804,829	823,902	928,098	975,592	5.12%



Le Sueur County, MN

Tuesday, September 1, 2015

Board Meeting

Item 5

10:00 am Reconvene County Ditch #58 Public Hearing (30 min)

Staff Contact:

July 9, 2015

Le Sueur County Drainage Authority
88 South Park Avenue
Le Center, MN 56057



Re: Amendment No. 2 to the Le Sueur County Ditch No. 58 Repair Report

Members of the Le Sueur County Drainage Authority:

At the previous hearing for Le Sueur County Ditch No. 58 (CD 58) ISG was asked to determine the actual condition of Branch 2. The area in question was the lower half of Branch 2 from Station 0+00 to approximately Station 15+00. This area was assumed to be in disrepair but the actual condition was unknown. An exhibit showing the location of the televising and pictures taken from the video are attached to this amendment and referenced herein.

On Wednesday, July 1st Martin County televised Branch 2 from Station 0+40 to Station 14+20 or approximately 1380 linear feet of the outlet of Branch 2. The first run with the camera started at the drop intake structure at Station 0+40. The pipe started out as a 14-inch HDPE pipe that had been previously installed as a repair by the county. After 20 feet the pipe transitioned to the original 14-inch concrete tile. Between the two pipes a large tree root has entered through the gap in the pipe. This can be seen in Picture A. A tile that is ready to collapse can be seen shortly after in Picture B. 40 feet after entering the pipe the camera encountered what looks to be a concrete cinder block lying in the bottom of the pipe (Picture C). The camera was unable to pass around the cinder block so the first run ended at approximately 0+80.

The second run with the camera started at approximately Station 6+35 and traveled downstream. At Station 6+25, large gaps can be seen between the tiles (Picture J). Closer inspection shows water and soil entering the pipe in this location. Farther downstream numerous root systems can be seen growing in the tile (Pictures D, F, G and I). There are several locations where the soil has washed away from behind the pipe (Pictures E, F and H). When this happens the pipe loses the confinement pressure provided by the soil causing the pipe to flex outward and eventually collapse. A collapsed tile will restrict water moving through the pipe and can likely cause a sinkhole up to the surface.

The third and final run with the camera started at approximately Station 14+20 and traveled downstream. Between Station 6+25 and Station 14+20 there are multiple locations where roots are entering the tile system (Pictures K, L, M, O, P and Q). There are also multiple locations where the tile has cracked and in some cases the tile are near collapsing (Pictures N, O, Q, R, S, T, U, V, W and X). Also the water got deeper the further south the camera went which indicates that the tile has back fall or sag in it. This is reducing the capacity of the system.

115 East Hickory Street, Suite 300 + Mankato, MN 56001

info@is-grp.com + www.is-grp.com

P: 507.387.6651

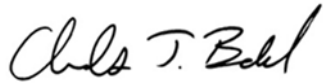
I+S GROUP

I+S GROUP

Based on the request to determine the actual condition of Branch 2, the tile has been televised and the amendment has been made to the CD 58 Repair Report. It is our opinion that the televising clearly shows that Branch 2 is in disrepair along its entire length. Branch 2 has already failed at several locations upstream of Station 14+20 and will begin to fail in multiple locations between the outlet and Station 14+20 in the coming years. Televising Branch 2 has proven that Branch 2 needs to be repaired in its entirety. It is our recommendation that the Drainage Authority move ahead with the repair option that was proposed in Repair Report Amendment No. 1 at the continuance of the repair hearing.

Please contact us with any questions or comments.

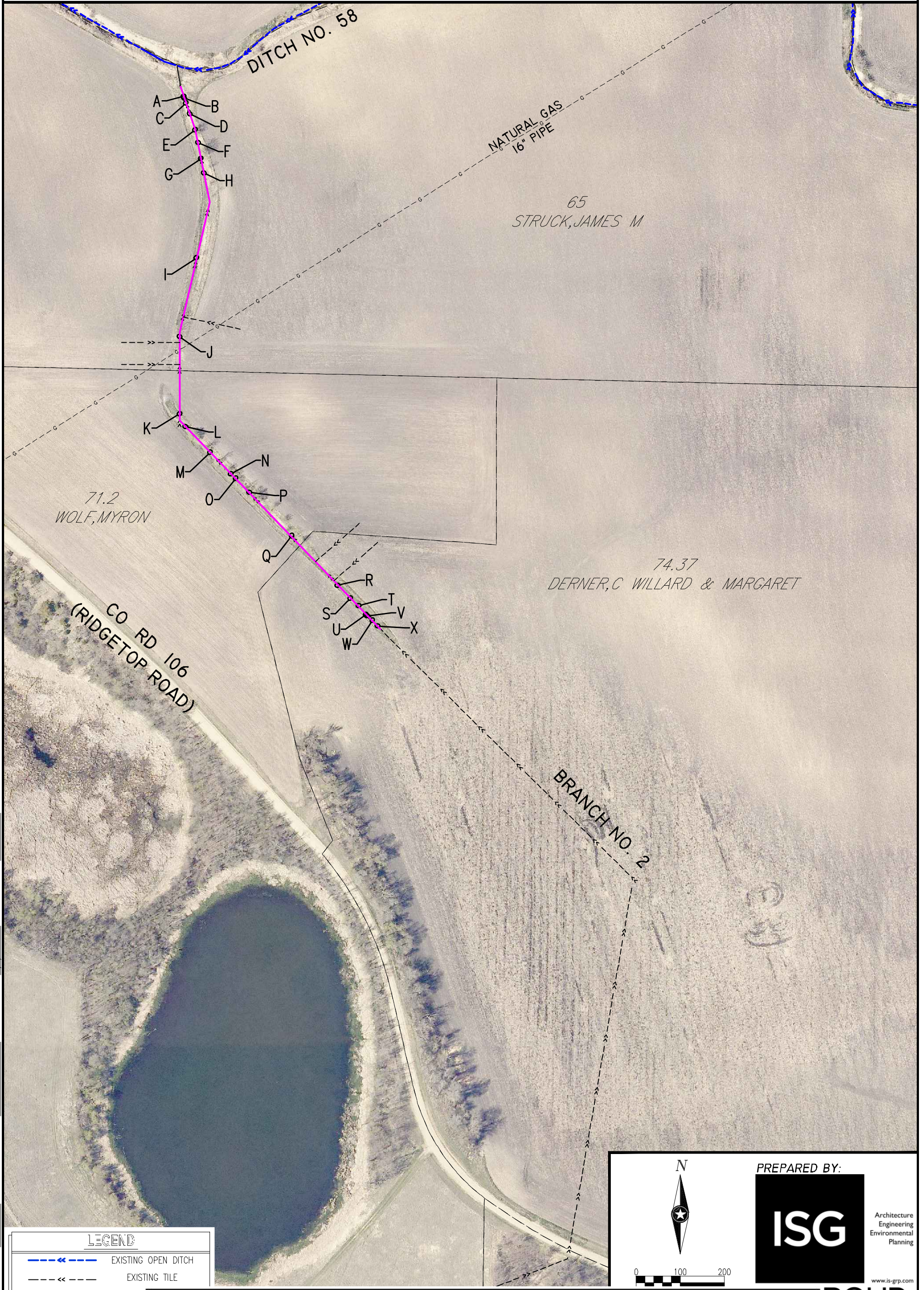
Sincerely,



Chuck J. Brandel, PE
Civil Engineer/Principal

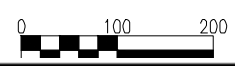
LE SUEUR COUNTY DITCH NO. 58

LE SUEUR COUNTY, MINNESOTA
BRANCH No. 2 TELEVISING



LEGEND

- <<--- EXISTING OPEN DITCH
- - - - - EXISTING TILE
- TELEV



PREPARED BY:



Architecture
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Environmental
Planning

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ISG GROUP

PROJECT NO. 14-17265 CAD FILE NAME 17265 LS CO DITCH #58 TELEVISION DATE 7/6/2015 DRAWN BY RJA

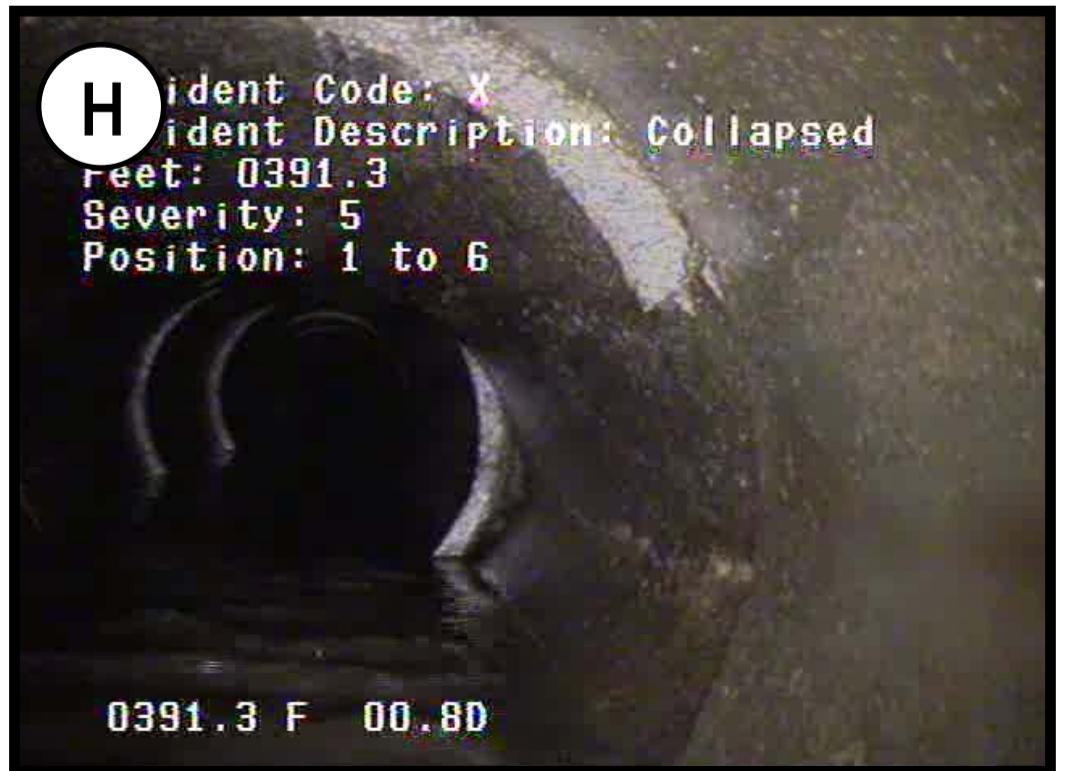


COUNTY DITCH 58

Le Sueur County, Minnesota



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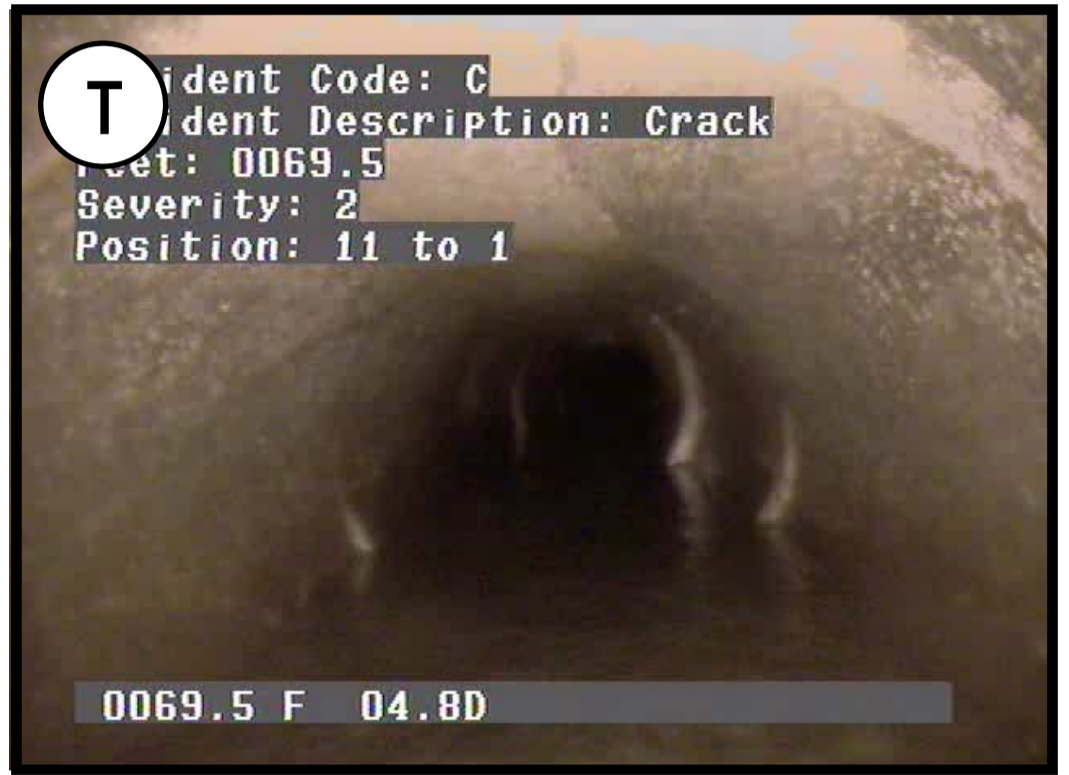
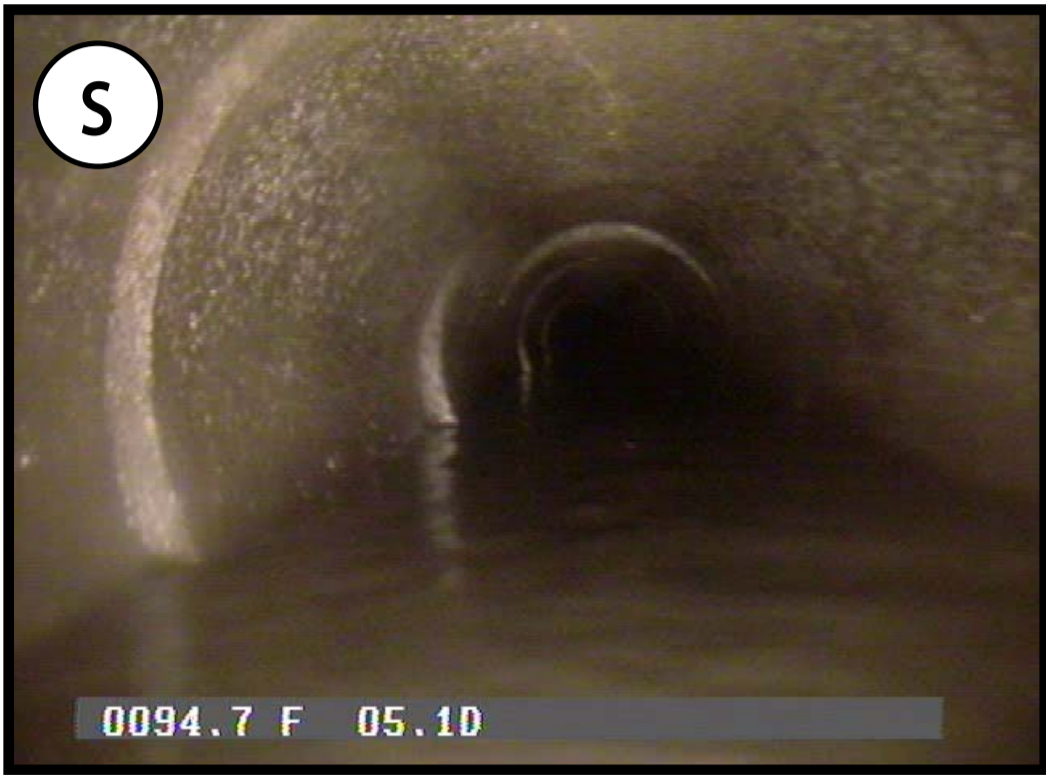
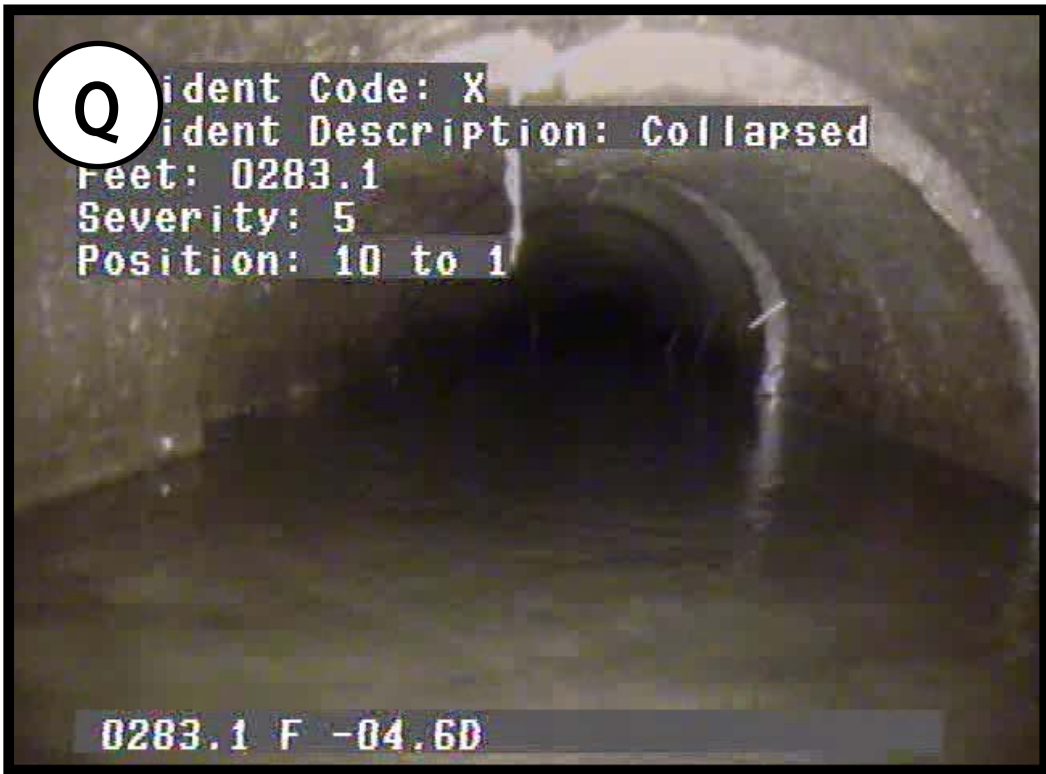
COUNTY DITCH 58

Le Sueur County, Minnesota

ISG

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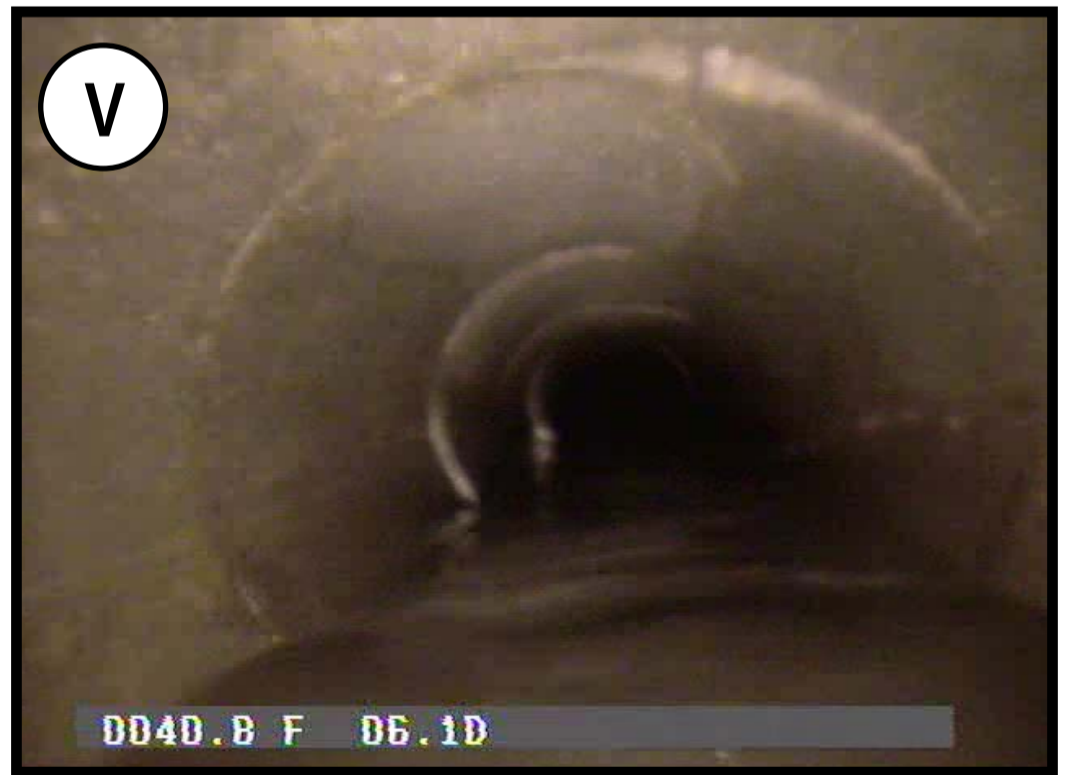
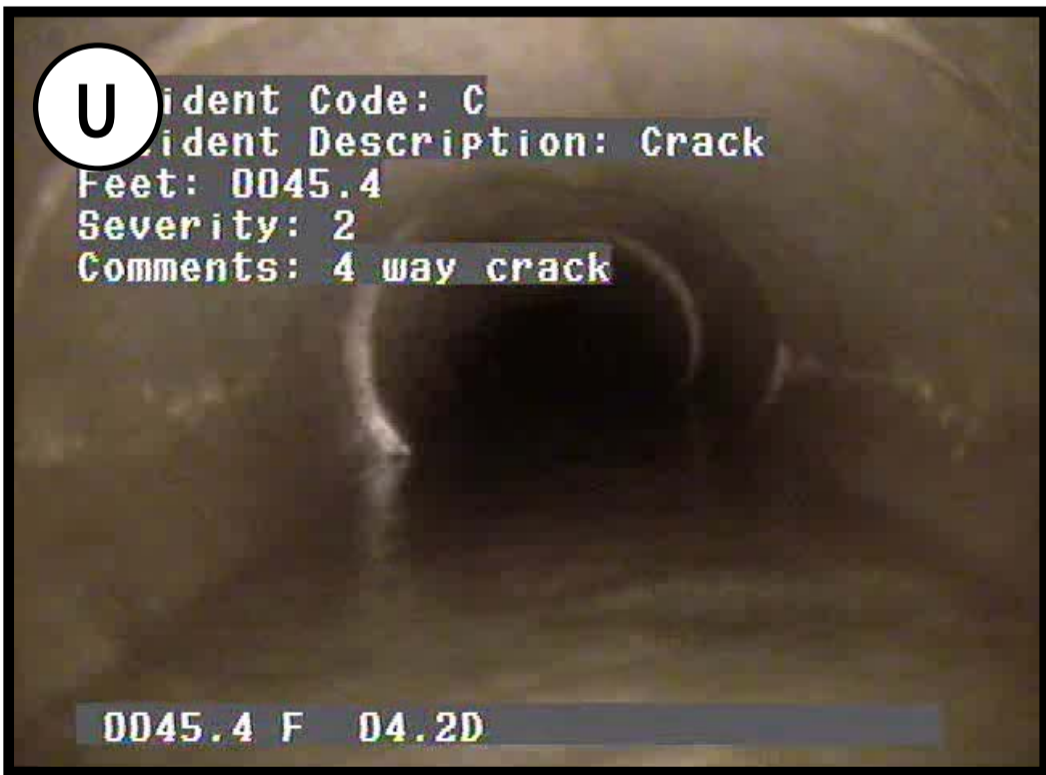


COUNTY DITCH 58

Le Sueur County, Minnesota

ISG

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June 10, 2015

Le Sueur County Drainage Authority
88 South Park Avenue
Le Center, MN 56057



Re: Amendment to the Le Sueur County Ditch No. 58 Repair Report

Members of the Le Sueur County Drainage Authority:

At the previous hearing for Le Sueur County Ditch No. 58 (CD 58) ISG was asked to look into different options to repair Branch 2 of CD 58 in a cost effective and feasible way. ISG has looked into multiple options and has presented the best option as referenced herein.

The most cost effective way to repair Branch 2 is for the proposed tile to closely follow the alignment of the existing Branch 2 tile. This requires the least amount of tile needed for the repair. The problem with following the existing tile alignment is that the soils have subsided after the original Branch 2 was installed and there is no longer adequate cover over the pipe. ISG has proposed to repair the first 1,100 linear feet of Branch 2 with a larger tile that will be installed at a flatter grade. This will restore the amount of cover above the tile without increasing capacity of the system.

The original profile drawings of Branch 2 show the tile having between four to six feet of cover above the pipe at the upper end of the Branch. Installing the larger tile at a flatter grade will restore close to the original amount of cover above the pipe. This can be seen in the profile drawing attached to this amendment.

It is proposed that the original 14-inch tile be replaced with an 18-inch tile. The 14-inch tile was installed at a 0.18% slope. Using Manning's equation, the original tile has a capacity of 2.29 cfs. The proposed 18-inch tile will be installed at a 0.04% slope; this gives the proposed tile a capacity of 2.11 cfs.

The cost to repair Branch 2 with this option is \$109,200. This amount is for the repair of the tile system and does not include the costs to repair the existing swale, when the swale is added the total cost for the repair is 161,443. A detailed cost estimate is attached.

Based on the request to look into different options for repairing Branch 2, the amendment has been made to the CD 58 Repair Report. ISG feels that this option is both cost effective and feasible. It should be noted that even though a larger tile is being proposed it has been shown that this will not increase the capacity of the system and therefore is still considered as a repair and not an improvement. It is our recommendation that the Drainage Authority move ahead with this option at the continuance of the repair hearing.

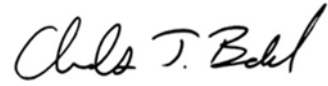
115 East Hickory Street, Suite 300 + Mankato, MN 56001
info@is-grp.com + www.is-grp.com
P: 507.387.6651

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Please contact us with any questions or comments.

Sincerely,

A handwritten signature in black ink that reads "Chuck J. Brandel". The signature is written in a cursive, slightly slanted style.

Chuck J. Brandel, PE
Civil Engineer/Principal



REPAIR COSTS

BRANCH 2

Item No.	Item	Unit	Quantity	Unit Price	Amount
001	Mobilization	LS	1	\$ 2,709.20	\$ 2,709.20
002	18" Tile Outlet (Riprap & Geotextile Fabric)	LS	1	\$ 600.00	\$ 600.00
003	18-Inch Agricultural Tile (Original 14-inch)	LF	1,100	\$ 28.00	\$ 30,800.00
004	12-Inch Agricultural Tile	LF	1,200	\$ 22.00	\$ 26,400.00
005	8-Inch Agricultural Tile	LF	810	\$ 16.00	\$ 12,960.00
006	Drop Intake	EA	3	\$ 1,300.00	\$ 4,043.00
007	Tile Connections	EA	8	\$ 325.00	\$ 2,600.00
Total					\$ 80,200.00
10% Unforeseen					\$ 8,020.00
Subtotal					\$ 88,220.00
Temporary Damages		AC	7.2	\$ 800.00	\$ 5,760.00
County Administration Costs					\$ 3,088.00
Topographic Survey					\$ 2,427.00
Repair Plans, and Specifications					\$ 3,970.00
Construction Staking & Administration					\$ 5,735.00
Total Tile Repair Cost					\$ 109,200.00

SWALE REPAIR COSTS

BRANCH 2

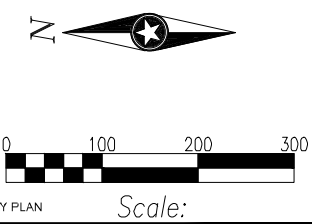
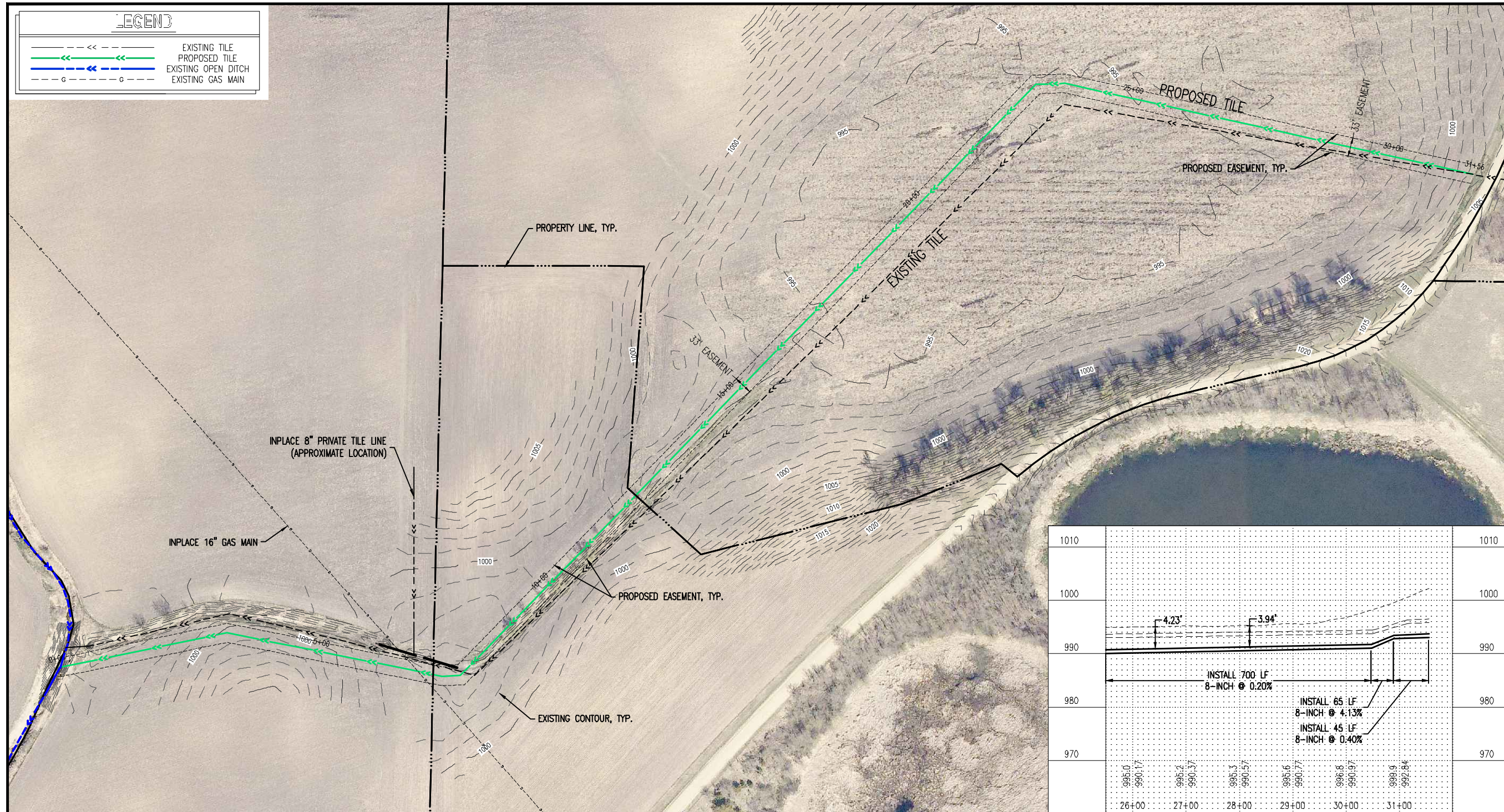
Item No.	Item	Unit	Quantity	Unit Price	Amount
001	Mobilization	LS	1	\$ 2,430.00	\$ 2,430.00
002	Clear & Grub Existing Trees	LS	1	\$ 3,200.00	\$ 3,200.00
003	24" Tile Outlet (Riprap & Geotextile Fabric)	LS	1	\$ 1,000.00	\$ 1,000.00
004	24-Inch Culvert Outlet	LF	40	\$ 34.00	\$ 1,360.00
005	24-Inch Drop Intake	EA	1	\$ 1,200.00	\$ 1,200.00
006	24-Inch CMP Culvert (Crossing)	LF	130	\$ 40.00	\$ 5,200.00
007	Clean & Regrade Swale	LF	1,500	\$ 5.00	\$ 7,500.00
008	Seed Disturbed Swale Area (Mix 34-261)	AC	1.50	\$ 2,000.00	\$ 3,000.00
009	Install MnDOT Category 4 Erosion Control Blanket	SY	1,500	\$ 7.25	\$ 10,875.00
010	Random Riprap Class III (On Type 4 Geotextile Fabric)	CY	50	\$ 80.00	\$ 4,000.00
Total					\$ 39,800.00
10% Unforeseen					\$ 3,980.00
Subtotal					\$ 43,780.00
Temporary Damages		AC	1.1	\$ 800.00	\$ 909.09
County Administration Costs					\$ 1,533.00
Topographic Survey					\$ 1,204.00
Repair Plans, and Specifications					\$ 1,971.00
Construction Staking & Administration					\$ 2,846.00
Total Swale Repair Cost					\$ 52,243.09
Total Repair Cost					\$ 161,443.09

LEGEND

- <<---<< EXISTING TILE
- >>--->> PROPOSED TILE
- G---G--- EXISTING OPEN DITCH
- c---c--- EXISTING GAS MAIN

ISG Architecture
Engineering
Environmental
Planning
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I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

CHARLES J. BRANDEL

DATE _____ LIC. NO. 43359

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE _____ LIC. NO. _____

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PROJECT

LE SUEUR COUNTY

COUNTY DITCH NO. 58 REPAIRS

CLEVELAND TWP. MINNESOTA

REVISION SCHEDULE	
NO	DESCRIPTION

PROJECT NO. 17265

FILE NAME 17265 CD 58 PROFILES

DRAWN BY ASB/KDS

DESIGNED BY ASB/KDS/CJB

REVIEWED BY CJB

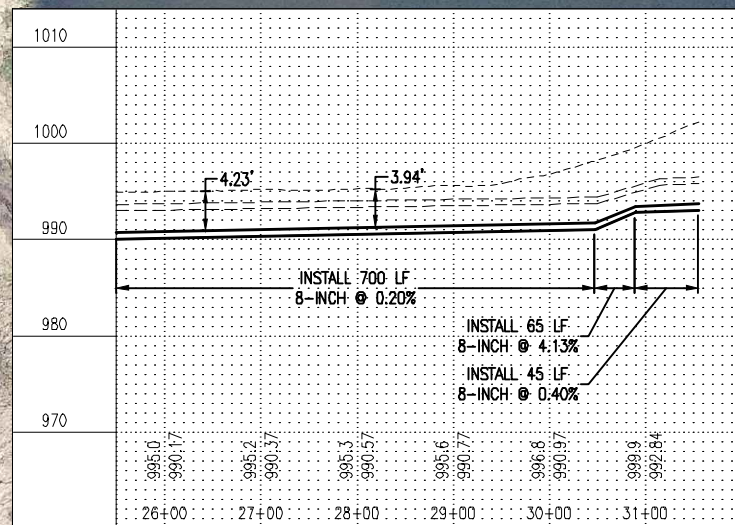
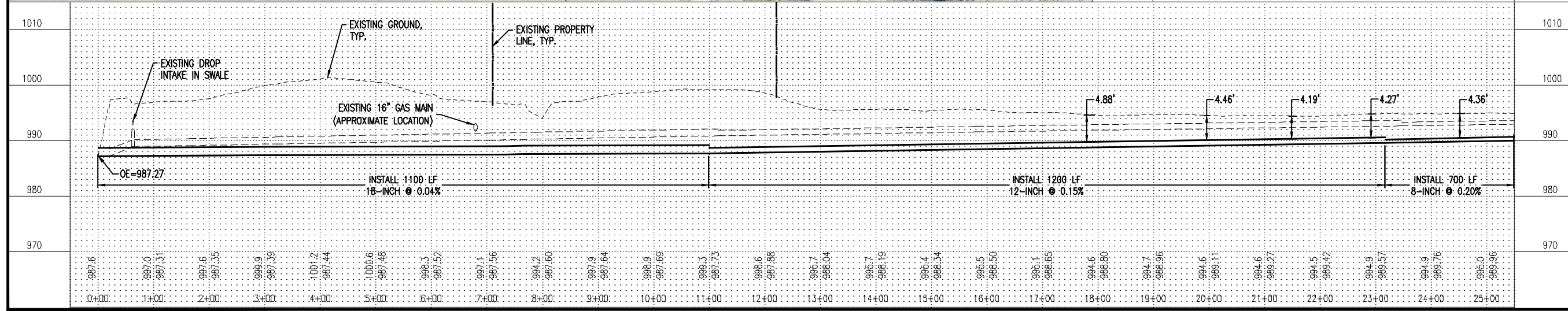
ISSUE DATE ---

CLIENT PROJECT NO. ---

TITLE

REPAIR PROFILE

SHEET





Le Sueur County, MN

Tuesday, September 1, 2015

Board Meeting

Item 6

10:30 am Cindy Shaughnessy (1 hour) Public Health 2014 Annual Agency Evaluation

Staff Contact:



LE SUEUR COUNTY PUBLIC HEALTH

Public Health
Prevent. Promote. Protect.

88 South Park Avenue
Le Center, MN 56057
Phone (507) 357-8246
Fax (507) 357-4223

August 26, 2015

Le Sueur County Board of Commissioners
88 South Park Avenue
Le Center, MN 56057

Dear Commissioner,

I will be at the September 1, 2015 Board meeting, along with the Public Health program supervisors and coordinators, to present the 2014 Annual Public Health Agency Evaluation. This presentation reviews all public health programs/activities and includes:

Administration and Budget
Home Health Care program
Waivered Services program
Family Health programs
WIC (Women, Infants & Children)
PHEP/CRI and SHIP
Community Health program

Cindy Shaughnessy, RN, PHN, Director
Darlene Tuma, RN, PHN, Adult Health Supervisor
Darlene Tuma, RN, PHN, Adult Health Supervisor
Elisa O'Malley, RN, PHN, Family Health Supervisor
Megan Wiyninger, RN, PHN, WIC Coordinator
Sarah Berry, Community Health Specialist (shared staff)
Andrew Nicolin, Environmental Health Specialist

The evaluation is a review of how Public Health accomplishes the six *Essential Local Activities* required of all Public Health agencies in Minnesota. These include:

- 1) Assure an adequate local public health infrastructure
- 2) Promote healthy behaviors and healthy communities
- 3) Prevent the spread of infectious disease
- 4) Protect against environmental health hazards
- 5) Prepare for and respond to disasters, and assist communities in recovery
- 6) Assure the quality and accessibility of health services

Attached is the handout *2014 Annual Report* which captures the data elements of the presentation. We look forward to meeting with you on Tuesday.

Sincerely,

Cindy Shaughnessy
Director

Enclosure

LE SUEUR COUNTY PUBLIC HEALTH

2014 ANNUAL REPORT

DISEASE PREVENTION AND CONTROL

Disease Investigation: Public Health works together with the Minnesota Department of Health (MDH) and doctors to prevent the spread of a variety of diseases in the community. Public Health screens high-risk populations in the county, including county jail inmates, for tuberculosis and provides DOT Direct Observation Therapy to individuals diagnosed with active TB.

- 74 mantoux tests were given in 2014
- 90 reportable Infectious Diseases were reported in 2014 (3 more than reported in 2013)
Chlamydia was the highest at 37 cases. Chlamydia cases in 2013 = 47
- 0 residents received LTBI (Latent Tuberculosis Infection) monitoring from Public Health in 2014
- 1 resident received DOT (Direct Observation Therapy) for active TB in 2014

Immunizations: Public Health offers low-cost immunization clinics on the first Monday of each month supported by the MDH Vaccine for Children Program. Influenza vaccinations are also given every fall.

- 154 Immunizations were given in 2014
- 671 Flu Shots were given in 2014

Immunization Registry: Le Sueur County participates in a Joint Powers Agreement with 5 other counties for Immtrack, a regional immunization registry. The immunization rate for Le Sueur County kindergarten students ranges from 94.75 – 97.70% for DTaP, Polio, MMR, Hepatitis B and Varicella for 2014-2015. Public Health has an Immunization Practices Improvement (IPI) contract with MDH to provide consultation to clinics re: vaccine storage, handling and administration practices.

- 6,744 children ages 0-18 had at least two immunizations entered in the registry in 2014

COMMUNITY HEALTH

Delegation Agreement: Le Sueur County is fully delegated by the Minnesota Department of Health (MDH) to license, regulate and inspect all Food, Beverage and Lodging (FBL) facilities, including Recreational Camping Areas (RCA), Manufactured Home Parks (MHP), Youth Camps, wells and swimming pools.

- 100 FBL establishments, 25 MHP/RCA, 10 pools & 3 Youth Camps licensed in Le Sueur County
- 141 total inspections were completed in 2014
- 27 non-community water facilities; 39 well construction permits issued; 31 well sealing permits issued

Public Health Nuisance Complaints: Public Health receives health-related complaints with the three most frequent complaints in 2014 being 1) mold 2) garbage house (unclean houses) and 3) hoarding. Public Health often works in a "consultant" role on environmental and cleanliness issues trying to work out a satisfactory solution to the problem or making referrals to appropriate resources.

PUBLIC HEALTH EMERGENCY PREPAREDNESS (PHEP) & CITIES READINESS INITIATIVE (CRI)

Health Alert Network (HAN): In partnership with MDH, Public Health has a system in place for fast, efficient and reliable communication when a disease or event threatens the health of Minnesotans. Public Health activates the local Health Alert Network (HAN) and passes the information on to hospitals, clinics, emergency management and others.

- 19 messages were sent to our partners in 2014

Disaster Preparedness: Public Health has partnered with hospitals, clinics and emergency management to plan and conduct local and regional drills and exercises with an all hazards approach.

- 3 exercises (including 3 CRI drills) and 12 training events were completed in 2014

WAIVERED SERVICES PROGRAM

Case Management: Public Health is the lead agency for the following waivers: AC (Alternative Care), EW (Elderly Waiver), CADI (Community Alternatives for Disabled Individuals), CAC (Community Alternative Care) and BI (Brain Injury) waivers. Public Health Nurses provide case management services for persons enrolled in these programs in order to determine the most appropriate and cost effective home and community based service plan to keep them in the community.

- Annual CCB aggregate funding for CADI, CAC & BI waivers for FY2014 was \$3,671,243
- AC Base and Targeted funding for FY2014 was \$74,542
- 256 Le Sueur County residents were enrolled in a waived services program in 2014

Care Coordination for Health Plans: Public Health has contracts with Blue Plus and UCare (the county's managed care plans) to provide care coordination services to their members enrolled in MSHO (Minnesota Senior Health Options) and MSC+ (Minnesota Senior Care Plus).

- 260 Le Sueur County residents received health plan care coordination services in 2014 (125 were on both a health plan and a waiver program)

Assessments: Long Term Care Consultations (LTCC) and MnCHOICES (new online assessment tool) - Nurses complete LTCCs or MnCHOICES to assess the client's needs, determine the best plan for meeting those needs and make recommendations to the client and family re: remaining in the community or entering a facility. Preadmission Screenings are completed on all residents needing admission to a nursing home. Effective October 1, 2013, the Area Agency on Aging took over the PAS phone screens statewide. Case managers continue to do the face to face screenings.

- 128 Initial Assessments were completed in 2014
- 290 Reassessments were completed in 2014

Personal Care Assistant (PCA) Assessments: Public Health Nurses complete a PCA assessment to determine the level of care and number of hours of service for persons on Medical Assistance requesting PCA services.

- 44 PCA Assessments were completed in 2014

Total served: A total of 435 residents were served by this team in 2014

- 930 assessment / reassessments / case management visits were made in 2014
- 7,451 indirect case management contacts were made in 2014
- Average caseload per nurse case manager was 45 clients in 2014

HOME HEALTH CARE PROGRAM

Skilled Nursing: Public Health is certified by Medicare and licensed by the state of Minnesota to provide home health care services. Services are provided to the elderly, sick and disabled who are in need of nursing care in their homes. Providing care at home can delay costly nursing home placement.

- Registered Nurses made 2,637 visits with a monthly average of 220 visits in 2014
- 99 patients were served
- 91% of the visits were Skilled
- 9% of the visits were Maintenance/Supervisory

Therapy Services: Public Health contracts to provide Physical Therapy, Occupational Therapy and Speech Therapy services to homebound patients needing therapy under the Medicare program.

- 45 Physical Therapy visits were made in 2014
- 26 Occupational Therapy visits were made in 2014
- 0 Speech Therapy visits were made in 2014

Home Health Aide Services: Home Health Aides are an important component of the home care program assisting patients with personal cares such as bathing, shampoo, exercises and meals.

- Home Health Aides made 4,132 visits in 2014
- Average length of direct time per patient visit was 1.33 hours

Homemaker Services: Homemakers are also an important part of the home care program. Homemakers assist patients with housecleaning, laundry and grocery shopping.

- Homemakers made 1,648 visits in 2014
- Average length of direct time per patient visit was 2.11 hours

FAMILY HEALTH PROGRAMS

Prenatal and Postpartum Visits: Public Health Nurses visit high risk pregnant women and pregnant teens to provide education on pregnancy, nutrition, labor, and/or infant care. Referrals are obtained through WIC, local physicians, schools, and others.

- 6 women received prenatal visits in 2014
- 3 women received postpartum visits for breastfeeding and infant care education in 2014

Family Home Visiting: Federal funding through the TANF (Temporary Assistance for Needy Families) grant provides home visits to a target population of teen/minor parents and first time, low income parents. Education and support for parents is provided utilizing a variety of resources.

- 75 home or office visits were provided to 103 clients/families in 2014

Family Planning Program: During 2014 no new clients were enrolled with the goal of transitioning clients to other providers (due to decreased federal funding through the Maternal Child Health Block grant). This program provided income eligible women with resources for family planning services including a physical exam, Pap smear and family planning methods prescribed by a physician.

- 7 women participated in 2014
- Total program cost was \$1,254 or an average of \$179 per person
- 22 pregnancy tests were done in 2014

Follow Along Program: All parents are offered participation in this program that tracks their child's development and provides age appropriate educational materials.

- 306 children were enrolled in 2014

Car Seat Program: Nurses trained in car seat safety are available to provide accurate information and proper installation of child car seats. UCare provides Public Health with car seats to distribute to members and Public Health received a grant from the Department of Public Safety for car seats for low income families.

- 85 hours of car seat education was provided in 2014
- 65 UCare families received car seats in 2014
- 8 families received car seats from the Child Passenger Safety Grant in 2014

SIDS Follow-up

- There were no SIDS deaths in Le Sueur County in 2014

Family Health Nurses made 191 home or office visits to 92 clients in 2014

WIC (Women, Infants and Children) Program: Funded by the USDA, WIC provides nutrition education and specific foods to pregnant and breastfeeding women, infants, and children to age five. Based on a health assessment, specific food prescriptions are given to improve and maintain health.

- Participation levels for 2014 averaged 501 per month with a high of 533 in October 2014
- Total number of women, children and infants served was 801 (232 women & 569 infants and children)
- Total dollar value of WIC vouchers issued for 2014 was \$356,450 with a monthly average of \$29,704

Child & Teen Checkup (C&TC) Program: Public Health receives federal funding to provide the outreach for this program. Families with C&TC eligible children (those on Medical Assistance) are contacted by phone, home visit or by mail when their children are due for the screening with their medical provider. The screenings promote physical and developmental health and early detection of problems.

- 856 informational contacts were made to 2,176 C&TC eligible children in 2014

HEALTH PROMOTION PROGRAMS

School Health: Public Health provides consultation services to school nurses in Le Sueur County and assists with each school's Hearing and Vision Screening program. Public Health also has contracts with three of the schools to provide services during Early Childhood Screening. Nurses are also available for presentations to students such as Senior Health Day for 12th graders, Puberty & Hygiene talks for 4-6th graders, and hand washing for Kindergarten students.

SHIP (Statewide Health Improvement Program): The Le Sueur – Waseca Community Health Board (CHB) collaborated with the Brown – Nicollet CHB to apply for the SHIP 3.0 grant. This four county project was funded with a \$100,000 Planning grant effective November 1, 2013 through June 30, 2014 and a \$317,334 Implementation grant effective July 1, 2014 through October 31, 2015. The purpose of the planning grant was to rebuild capacity and hire staff (both CHBs were funded for SHIP 1.0 but did not receive funding for SHIP 2.0), reorganize the Community Leadership Team and complete a Community Health Needs Assessment. An overall project coordinator was hired for the four county project and each county hired SHIP staff to support the work locally. Le Sueur – Waseca CHB is sharing a 0.5 FTE Community Health Specialist between the two counties. Strategies to reduce obesity and tobacco include Healthy Eating, Active Living, Worksite Wellness and Tobacco Free Living.

2014 Financial Summary (all Public Health programs combined)

Expenditures:	\$2,030,735
Revenues (federal and state grants, fees, contracts):	\$1,708,763
County Tax funds needed to operate:	\$321,972



Le Sueur County Public Health Staff 2014



Le Sueur County, MN

Tuesday, September 1, 2015

Board Meeting

Item 7

11:30 am Septic Workshop following Board Meeting

RE: FRST

RE: German-Jefferson District Boundaries, Taxes, Ordinance, Waiver, Funding

Staff Contact:



Le Sueur County, MN

Tuesday, September 1, 2015

Board Meeting

Item 8

Future Meetings

Staff Contact:

Future Meetings 2015

September 1, 2015	Board Meeting, 9:00 a.m. *Reconvene Ditch #58, Branch #2 Public Hearing, 10:00 a.m. *Septic Workshop after meeting
September 7, 2015	Labor Day, Offices Closed
September 8, 2015	No Board Meeting *Budget Workshop 9:00 a.m.
September 10, 2015	P&Z Meeting, 7:00 p.m. Environmental Services Building
September 15, 2015	Board Meeting, 9:00 a.m. *Set Preliminary Levy, 10:00 a.m. *BKV work session after meeting
September 17, 2015	Board of Adjustment Meeting, 3:00 p.m. Environmental Services Building
September 22, 2015	Board Meeting, 9:00 a.m.
September 29, 2015	No Board Meeting
October 6, 2015	Board Meeting, 9:00 a.m.
October 8, 2015	P&Z Meeting, 7:00 p.m. Environmental Services Building
October 13, 2015	No Board Meeting
October 15, 2015	Board of Adjustment Meeting, 3:00 p.m. Environmental Services Building
October 20, 2015	Board Meeting, 9:00 a.m.

October 27, 2015	Board Meeting, 9:00 a.m. *Nicollet/Le Sueur Joint Meeting, 12:00 in the President's Dining Room at the Student Center at Gustavus College in St. Peter
November 3, 2015	Board Meeting, 9:00 a.m.
November 10, 2015	No Board Meeting
November 11, 2015	Offices closed for Veteran's Day
November 12, 2015	P&Z Meeting, 7:00 p.m. Environmental Services Building
November 17, 2015	Board Meeting, 9:00 a.m.
November 17, 2015	Le Sueur – Waseca Community Health Board (CHB) 1:30pm in the Waterville City Council Chambers
November 19, 2015	Board of Adjustment Meeting, 3:00 p.m. Environmental Services Building
November 24, 2015	Board Meeting, 9:00 a.m.
November 26-27, 2015	Offices Closed for Thanksgiving
December 1, 2015	Board Meeting, 9:00 a.m.
December 8, 2015	No Board Meeting
December 10, 2015	P&Z Meeting, 7:00 p.m. Environmental Services Building
December 15, 2015	Board Meeting, 4:30 p.m.
December 22, 2015	Board Meeting, 9:00 a.m.