CALL TO ORDER

The regular meeting of the McLeod County Board of Commissioners was called to order at 9:00 a.m. by Chair Paul Wright in the County Board Room. Commissioners Nies, Shimanski, Nagel and Krueger were present. County Administrator Pat Melvin, Administrative Assistant Donna Rickeman, County Auditor-Treasurer Cindy Schultz and County Attorney Michael Junge were also present.

PLEDGE OF ALLEGIANCE

At the request of the Board Chair, all present recited the Pledge of Allegiance.

RECOGNITION

The County Board recognized Lester Lindeman who will be retiring from the Penn Township Board after 54 years of service.

The County Board recognized the efforts put forth by Information Technology Department staff members Vince Traver and Matt Troska over the weeks of February 15 and 22 while installing an air conditioning unit for the data center.

CONSIDERATION OF AGENDA ITEMS

A) Add Veteran Services Item A: Consider approval to purchase an ad with American Legion Post 96 to be used in a booklet at their 3rd District Convention in May.
B) Add under Consent Item G: February 27, 2015 Auditor's Warrants.

Nies/Shimanski carried unanimously to approve the agenda as revised.

CONSENT AGENDA

A) March 3, 2015 Meeting Minutes and Synopsis.
B) March 6, 2015 Auditor's Warrants.
C) Approve the renewal of a Consumption & Display Permit for Brownton Rod & Gun Club in Brownton from April 1, 2015 through March 31, 2016.
D) Approve Preliminary Plate 15-01 for Jim Hildebrandt in Section 7 of Glencoe Township for a 1-lot plat from an existing 14.76 acre parcel to gain an additional building eligibility within the quarter-quarter section to be known as Game Trail Estates. Zoning will remain Agricultural.
The Board of Glencoe Township recommended approval on February 12, 2015.

The Planning Advisory Commission recommended approval on February 25, 2015.

E) Approve Conditional Use Permit 15-03 for Kevin Lindeman in Section 3 of Penn Township in order to expand an existing licensed feedlot from 773 to 953 Animal Units and to construct a barn to be 51’ X 128’ with an 8’ deep concrete pit for the purpose of a swine finishing operation.

The Board of Penn Township recommended approval on February 9, 2015.

The McLeod County Feedlot Committee recommended approval on February 19, 2015.

The Planning Advisory Committee recommended approval on February 25, 2015.

F) Approve Conditional Use Permit 15-01 for William Mueller & Sons, in Section 26 of Hassan Valley Township in order to renew a gravel missing operation including crushing and screening and recycling of concrete and asphalt on property owned by Anna Ulrich.

The Board of Hassan Valley Township recommended approval on February 11, 2015.

The Planning Advisory Committee recommended approval on February 25, 2015 with the following conditions:

- The hours of operation shall be from 6am to 6 pm, Monday through Friday.
- Applicant shall notify the Zoning Office when restoration is complete so an inspection can be made.

G) February 27, 2015 Auditor's Warrants.

Nies/Krueger motion carried unanimously to approve the consent agenda.

PAYMENT OF BILLS – COMMISSIONER WARRANT LIST

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Revenue</td>
<td>$83,055.49</td>
</tr>
<tr>
<td>Road &amp; Bridge</td>
<td>$27,663.25</td>
</tr>
<tr>
<td>Solid Waste</td>
<td>$27,390.36</td>
</tr>
</tbody>
</table>
Krueger/Shimanski motion carried unanimously to approve payment of bills totaling $138,109.10 from the aforementioned funds.

VETERAN SERVICES – Veteran Services Officer Jim Lauer

   A) Jim Lauer requested approval to purchase a full page ad with American Legion Post 96 to be used in a booklet at their 3rd District Convention May 15 through May 17 for a cost of $150.

   Wright/Nagel motion carried unanimously to approve the purchase of a full page ad with American Legion Post 96 to be used in a booklet at their 3rd District Convention May 15th through May 17th for a cost of $150.00.

   B) Commissioner Nagel requested the Veteran Services Officer look into signage throughout the county for the Beyond the Yellow Ribbon which is a comprehensive program that creates awareness for the purpose of connecting Service members and their families with community support, training, services and resources.

ROAD AND BRIDGE – Highway Engineer John Brunkhorst

   A) John Brunkhorst gave an update on the SLATS (Silver Lake/Lester Prairie Transportation Services) highway shop. RAM General Contracting was awarded the bid for new shop in July of 2013 for $1,203,000. Operations stared in new shop in June of 2014. Cost to date for construction is $1,219,203 with engineering costs at $82,066.02.

   Outstanding items include: tree and shrub plantings along TH 7 and CSAH 15 with an estimate of $5,000-$7,000 for professional installation with warranty. There is an abundance of shrinkage cracking in the concrete floor with no apparent structural concerns but long term durability and maintenance are of concern. Also have concerns with workmanship of installation and long term durability and maintenance of the metal structure.

   John Brunkhorst requested approval to hire Braun Intertec (Bloomington, MN) to perform an onsite building evaluation at a cost not to exceed $10,000 with funding coming from the 2015 Highway budget.

   Building site evaluation goal will be to determine the humidity issues, condensation and dripping, integrity of the vapor retarder and laps, condition of installation of the roof and siding, weather integrity, general review of the mechanical system and relationship to humidity and cracks in the concrete floor.
Nies/Shimanski motion carried unanimously to hire Braun Intertec (Bloomington, MN) to perform an onsite building evaluation at a cost not to exceed $10,000 with funding coming from the 2015 Highway budget.

CENTRAL SERVICES - Coordinator Betty Werth

A) Betty Werth requested approval to purchase two 2015 Ford Escapes from Nelson Auto Center (Fergus Falls, MN) with total State Contract cost for each vehicle and delivery not to exceed $19,506 plus tax and license fee with funding coming from the 2015 Central Services budget.

The budgeted vehicles will be placed into the employee motor pool. Current vehicles will be re-located amongst facilities after an annual usage study is completed.

Nies/Shimanski motion carried unanimously to purchase two 2015 Ford Escapes from Nelson Auto Center (Fergus Falls, MN) with total State Contract cost for each vehicle and delivery not to exceed $19,506 plus tax and license fee with funding coming from the 2015 Central Services budget.

B) Betty Werth requested approval to sell a 2003 Chevy Impala and 2001 Ford Taurus at Fahey Auction (Glencoe, MN) due to age and unreliability.

Shimanski/Nagel motion carried unanimously to sell a 2003 Chevy Impala and 2001 Ford Taurus at Fahey Auction (Glencoe, MN) due to age and unreliability.

AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz

A) Cindy Schultz requested adoption of Resolution 15-CB-06, Conveying to the City Of Glencoe by State Deed Tax Forfeited Property 22.060.2815 for the public use of a parking lot.

Nies/Shimanski motion carried unanimously to adopt Resolution 15-CB-06, Conveying to the City Of Glencoe by State Deed Tax Forfeited Property 22.060.2815 for the public use of a parking lot.

B) Cindy Schultz requested approval of revised 2015 Revenues, Expenditures and Levy.

An incorrect calculation on the Debt Service accounts was found on 03/06/2015. According to Minnesota Statute 475.61 the governing body (McLeod County) is required to produce a least five percent (5%) in excess of the amount needed to meet when due the principal and interest payments on the obligations. The purpose for the excess 5% is to allow for tax collections
that come in under anticipated due to delinquencies. The Capital Improvement Plan levy increases by $23,440 to $492,260, Capital Equipment Notes increases by $13,692 to $287,542 and the Revenue Fund decreases by $37,132 to $9,704,767. The Total Revenues increases by $3,613 to $39,886,616 and Total Expenditures increase by $3,614 to $49,534,790.

Nies/Nagel motion carried unanimously to approve revised 2015 Revenues, Expenditures and Levy.

ASSESSORS OFFICE – County Assessor Sue Schulz

A) Sue Schultz requested approval of tax court settlement offer for parcel 23.262.0130 owned by Jonathon and Cindy Bock to reduce property value from $183,800 to $142,900.

Nies/Krueger motion carried unanimously to authorize County Attorney Mike Junge to sign tax court settlement offer for parcel 23.262.0130 owned by Jonathon and Cindy Bock to reduce property value from $183,800 to $142,900.

SOLID WASTE – Coordinator Sarah Young

A) Sarah Young requested approval to purchase refreshments for the Earth Day Single-Sort Recycling Open House on Wednesday, April 22nd from 12-6 at a cost not to exceed $1,000 with funding coming from the 2015 Solid Waste budget.

Nies/Nagel motion carried unanimously to approve the purchase of refreshments for the Earth Day Single-Sort Recycling Open House on Wednesday, April 22nd from 12-6 at a cost not to exceed $1,000 with funding coming from the 2015 Solid Waste budget.

B) Sarah Young requested approval of agreement with Green Machine Sales to access the county communications network for remote support of the single stream sort equipment.

Nies/Nagel motion carried unanimously to approve an agreement with Green Machine Sales to access the county communications network for remote support of the single stream sort equipment pending county attorney review.

PLANNING- Director Larry Gasow

A) Larry Gasow requested approval of Conditional Use Permit 15-02 for Todd Knapper to operate a Retreat Center to be known as Sober Farm in an existing dwelling for overnight lodging and facilities for up to 5 residents plus
an on-site manager at a time to assist in alcohol and drug addiction recovery. The residents will have demonstrated 30 days of continuous recovery immediately prior to joining the residents in the house and to be located in the Agricultural District in Section 3 of Round Grove Township.

The Board of Round Grove Township recommended approval on February 17, 2015.

The Planning Advisory Committee recommended approval on February 25, 2015 with the following conditions:

1. Applicant shall be septic compliance within 6 months.
2. Applicant shall maintain a working relationship with neighboring farmers.
3. Applicant shall adopt a plan to address the health, safety and welfare for those residing at the facility and safety measures shall be practiced at all times.
4. Applicant shall notify McLeod County Sheriff of the business operation plan and location.
5. Applicant shall provide 24/7 on call services.
6. Residents shall not exceed five (5) plus an on-site manager at any given time.
7. A licensed solid waste hauler shall be contracted for waste collection.
8. A six (6) month review from the date of inception shall be performed by the Planning Advisory Commission. A review shall be performed by the Planning Advisory Commission one (1) year from the date of County Board approval.
9. All local, county and state regulations and licensures shall be adhered to and copies shall be provided to the Planning & Zoning Office for verification.
10. Applicant shall provide a 24/7 on-site manager that meets the Minnesota Association of Sober Homes (MASH) guidelines for six months or until further review whichever is longer.
11. Applicant shall ensure no residents are sex or violent offenders.

There were a number of people in attendance who were opposed to the Conditional Use permit. Opposition included comments of no on-site supervision, notification to neighbors of this new operation, house rules, curfews of residents and process for interviewing potential residents.

Concerns of no on-site supervision was amended by adding Condition #10 - applicant shall provide a 24/7 on-site manager that meet the Minnesota Association of Sober Homes (MASH) guidelines for six months or until further review whichever is longer. Residents within ¼ mile or up to 10 were
notified by Planning and Zoning of the proposed Conditional Use Permit. There will be a zero tolerance policy in regards to drug or alcohol use during the residents stays, curfews and damage to property with immediate dismissal from facility. Applicants for residence will be background checked and interviewed by a clinical counselor for readiness to completely abstain from using alcohol and all non-prescribed drugs.

Nies/Nagel motion carried unanimously to approve Conditional Use Permit 15-02 for Todd Knapper to operate a Retreat Center to be known as Sober Farm in an existing dwelling for overnight lodging and facilities for up to 5 residents with the additional conditions listed above.

MINNESOTA DEPARTMENT OF TRANSPORTATION – Transportation Commissioner Charlie Zelle

A) Commissioner Zelle was in Glencoe to hear local transportation concerns, including improvements to Highway 212. The Commissioner has been touring the state in support of the Governors transportation bill, which includes a gas tax increase. Commissioner Zelle indicated with the amount of road improvements predicted over the next 10 years, 10B would be needed just to maintain the system. Without additional funding they barely have enough to just preserve the system: expansions and larger improvements like finishing 212 with four lanes will not happen. He stated that if the Governors bill passes, McLeod County would receive approximately 1.4M in ongoing additional funding for its County State Aid Highway system. Local concerns that were discussed at the board meeting were improvements of the connection between Highway 212 and Hutchinson for commuters traveling to and from Hutchinson, as well as other connectivity issues which would also add great economic value, such as finishing Morningside. Also mentioned were continual improvements to Highway 7 with congestion issues.

Commissioner Zelle also mentioned the support of a gas tax to help pay for infrastructure improvements, because on average, he says it’s cheaper to pay the gas tax than it is to pay for vehicle repairs.

PARKS – Director Al Koglin

A) Al Koglin requested approval to schedule a workshop at 1:00 on April 7th to help with the organization of a McLeod County Trail Plan. Al will invite a representative from each city and Mid Minnesota to be present at this workshop to discuss voting and non-voting members.

Nies/Krueger motion carried unanimously to approve a workshop at 1:00 on April 7th to help with the organization of a McLeod County Trail Plan.
B) Al Koglin requested approval to purchase a new Windsor Chariot I-Vac 34 for $14,200 from Hillyard (Hutchinson MN) with funding coming from the 2015 Fairgrounds budget.

The vacuum previously used at Parks does not work with the new flooring and Parks was unable to locate a used model. This product is not on State Contract and additional research was done by Central Services to conclude that this was a reasonable price and purchasing locally is beneficial in case of future repairs.

**Krueger/Nies motion carried unanimously to approve the purchase of a new Windsor Chariot I-Vac 34 for $14,200 from Hillyard (Hutchinson MN) with funding coming from the 2015 Fairgrounds budget.**

**MINNESOTA DEPARTMENT OF NATURAL RESOURCES – Area Wildlife Supervisor Joe Stangel**

A) Pheasants Forever have received an appropriation from the Legislature as recommended by the Lessard-Sams Outdoor Heritage Council to purchase a 114.3 acre State Wildlife Management Area (WMA) within McLeod County. The family (Virgil Voight) that owns this property is interested in seeing their land conserved as wildlife habitat and available for public use.

Pheasants Forever intend to donate this parcel the Minnesota Department of Natural Resources (DNR), Section of Wildlife as Rich Valley WMA. State of Minnesota in lieu of taxes (PILT) payments will be made to McLeod County when this parcel becomes state WMA land.

**PUBLIC HEALTH – Public Health Nurse Laurie Snegosky and Registered Nurse Melissa Stonelake**

A) Laurie Snegosky requested approval of the Health Insurance Portability and Accountability Act (HIPAA) Business Associate Agreement for Public Health to be able to share hospital information with the new Clinic Liaison Registered Nurse.

**Nies/Shimanski motion carried unanimously to approve the Health Insurance Portability and Accountability Act (HIPAA) Business Associate Agreement for Public Health to be able to share hospital information with the new Clinic Liaison Registered Nurse.**

**HUMAN RESOURCES – Director Mary Jo Wieseler**
A) Mary Jo Wieseler requested consideration of March 10, 2015 Personnel Recommendations.

1. Discuss Summer Workers for Highway.

   Recommendation: Hire 6 Summer Workers for Highway (3 for Maintenance, 2 for Engineering and 1 for GIS) to work approximately 12 weeks. Starting wage will be $10.25 with returning employees receiving an additional 2% plus $.20.

Shimanski/Krueger motion carried to hire 6 Summer Workers for Highway (3 for Maintenance, 2 for Engineering and 1 for GIS) to work approximately 12 weeks.

2. Discuss Highway Technician position.

   Recommendation: Hire Engineering Technician (grade 17). This is a new position needed due to increased State Aid inspection requirements and increased construction project workload.

Nies/Shimanski motion carried to hire an Engineering Technician (grade 17).

3. Discuss part-time Deputy Emergency Management Director.

   No recommendation: Further discussion needed.

4. Hire a Community Service Work Coordinator to work up to 40 hours per week for approximately 12 weeks at the Fairgrounds. Funding is from Court Services Supervisory funds.

   Recommendation: Hire Community Service Work Coordinator to work up to 40 hours per week for approximately 12 weeks supervising youth performing court ordered community service work. Starting wage will be $16.00, and a returning employee would receive an additional 2% plus $.20.

Wright/Shimanski motion carried to hire a Community Service Work Coordinator to work up to 40 hours per week for approximately 12 weeks supervising youth performing court ordered community service work.

MINNESOTA COUNTIES INTERGOVERNMENTAL TRUST (MCIT) - Risk Management Consultant Bob Geode
A) Bob Goede presented the 2015 Minnesota Counties Intergovernmental Trust (MCIT) Update. MCIT is a self-funded joint powers entity made up of Counties and related organizations that pool resources to provide property, casualty and workers’ compensation coverage and claims handling to members. In addition risk management and loss control services are provided.

Being a member owned entity: MCIT returns profits to its members. This resulted in a dividend to McLeod County of $160,574 in 2014, $237,356 in 2013, and $348,827 in 2012. This is the result of a 6.7% increase in aggregate property/casualty rates and a 3.6% increase in aggregate workers’ compensation rates for 2014. This followed a 5.5% decrease in aggregate property/casualty rates and a 5.6% decrease in aggregate workers’ compensation rates for 2013. Claims were further broken down by aggregate MCIT and McLeod County and further analyzed by type, department and severity. Bob Goede also reviewed the training and other support services provided to member Counties.

COUNTY ADMINISTRATION

A) Commissioner Wright requested approval to appoint the County Board to fill in on the SWAC Committee as required by the Solid Waste Ordinance.

Wright/Nies motion carried unanimously to appoint the County Board to fill in on the SWAC Committee as required by the Solid Waste Ordinance.

B) Commissioner Wright requested approval to schedule an open house at the Solid Waste single-sort facility for cities and townships on Tuesday April 21st from 5:00-7:00 PM.

Shimanski/Nies motion carried unanimously to schedule an open house at the Solid Waste single-sort facility for cities and townships on Tuesday, April 21st from 5:00-7:00 PM.

Nies/Shimanski motion carried unanimously to recess at 1:10 p.m. until 9:00 a.m. March 31, 2015 in the County Boardroom.

ATTEST:

____________________________________  _________________________________
Paul Wright, Board Chair                  Patrick Melvin, County Administrator