

**McLEOD COUNTY
BOARD OF COMMISSIONERS
MEETING MINUTES – August 8, 2017**

CALL TO ORDER

The regular meeting of the McLeod County Board of Commissioners was called to order at 9:00 a.m. by Chair Joe Nagel at the Glencoe City Center. Commissioners Pohlmeier, Shimanski, Wright and Krueger were present. County Administrator Patrick Melvin, Administrative Assistant, Donna Rickeman and County Attorney Michael Junge were also present.

PLEDGE OF ALLEGIANCE

CONSIDERATION OF AGENDA ITEMS

Pohlmeier/Krueger motion carried unanimously to approve the agenda.

CONSENT AGENDA

- A) July 18, 2017 Meeting Minutes and Synopsis.
- B) July 14, 2017 Auditor's Warrants.
- C) July 21, 2017 Auditor's Warrants.
- D) July 21, 2017 Auditor's Special Warrants.
- E) July 28, 2017 Auditor's Warrants.
- F) Approve Tentative Agreement for AFSCME Unit for 2017 – 2019.
- G) Approve Memorandum of Agreement with MNPEA Deputy Unit who are assigned by the Employer to serve as Investigators will receive a one dollar (\$1.00) per hour differential in addition to their regular base wages.
- H) Adopt Resolution 17-CB-24 to appoint Zachary Lyngaas as Assistant County Attorney.
- I) Approve Confession of Judgment for Veniamin Verstyak on Property ID 23.139.0020 in the City of Hutchinson.
- J) Approve gambling permit for Brownton Rod & Gun Club, Inc., 19151 108th Street, Brownton, MN to conduct a raffle on February 3, 2018. The application is acknowledged with no waiting period.
- K) Set public hearing for 2018 Ditch Assessments September 19, 2017 at 10:15 a.m.
- L) Approve Government Management Group (Lakeville, MN) to prepare McLeod County's Central Services Cost Allocation plan for the plan years ending December 31, 2017, 2018 and 2019 for a fixed amount of \$5,250 per year. Government Management Group has provided this service to McLeod County on completing the Central Services Cost Allocation plan for McLeod County

since 1997. The fees to produce the Cost Allocation will remain the same as the previous contract. Their work has been excellent and we continue to see revenues increase on the indirect cost dollars from the Federal Government for some of the Social Services programs. In 2008 we received \$103,179, 2009 was \$109,144, 2010 was \$122,047, 2011 was \$123,895, 2012 was \$112,067, 2013 was \$122,015, 2014 was \$127,443, 2015 was \$131,436 and 2016 was \$159,384. The revenue income recoveries for 2017 will be higher than 2016 and 2018 should increase about 17% or estimated \$167,000.

- M) Approve the purchase of one (1) desktop computer from ByteSpeed (Moorhead, MN) for \$1,319 and one (1) KIP 720 wide format scanner, annual maintenance, delivery, installation, and training for \$10,935 from Information Systems Corporation (Fargo, ND) with funds from the Recorder's Technology Fund.
- N) Approve increase in change drawer at the Household Hazardous Waste Facility from \$100 to \$200.
- O) Approve elimination of change drawer of \$200 at the Material Recovery Facility/Redemption Program.
- P) Approve 1-Lot Final Plat requested by Scott & Lorie Maurer's to be known as Maurer Heights in Section 15 of Lynn Township. The Hutchinson Joint Planning Board unanimously recommended approval on July 2017. The County Attorney and County Recorder stated the Title Opinion and Plat are in proper form and may be recorded once they are approved and the current year taxes are paid.
- Q) Approve accessory structure (30' X 38) requested by Richard Nellis to be placed within the front yard area due to the placement well and septic system. Also, there are significant hills which prohibit the structure to be placed within in the side yard or back yard. The setback will be 115' from the centerline of Koglin Road. This property is located in Acres, 1.34 Acres, Lot 002, Block-001 in Section 26 of Acoma Township. The Hutchinson Joint Planning Board unanimously recommended approval on July 19, 2017.
- R) Approve Conditional Use Permit 17-15 requested by Joshua and Ashley Burtyk for the construction of a storage shed over 2,400 square feet (36' X 78') on a parcel less than 10 acres and to be built with living space for the purpose of family care for Mrs. Burtyk's Mother. This property is located at 6082 State Highway 212, Glencoe, MN 55336 in Section 18 of Helen Township.

Helen Township unanimously recommended approval on June 8, 2017. The Planning Advisory Committee unanimously recommended approval on July 18, 2017 subject to the following conditions:

1. Applicant shall remove the living quarters within six months after care is no longer needed.
2. The Zoning Office shall perform a review every 3 years from the date of approval.

3. A Doctor's letter of continued need shall be provided to the Zoning Office every 3 years from the date of approval.

Wright/Nagel motion carried unanimously to approve the consent agenda.

PAYMENT OF BILLS – COMMISSIONER WARRANT LIST

General Revenue Fund	\$31,940.72
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Shimanski/Pohlmeier motion carried unanimously to approve payment of bills totaling \$31,940.72 from the aforementioned funds.

EXTENSION - Extension Educator Karen Johnson and Parks Director Al Koglin

Karen Johnson and Al Koglin informed the Board of the increasing issues related to wild parsnip within the county because of its harmful characteristics and concern of it being very aggressive and spreading rapidly. The plant has become a weed of special concern along roadsides.

Wild parsnip typically lives for two years. The first year, as a spindly rosette of leaves, it keeps fairly low to the ground while the plant's carrot-like taproot develops. It may live two or more years this way until conditions are right for flowering. The second year, a hollow, grooved flower stalk rises 2-5 feet high, first holding clusters of yellow flowers and later dozens of flat, oval seeds.

The best way to control wild parsnip is by early detection and eradication. Removing a small or new infestation early will prevent a much larger problem from developing. Regardless of the method used, the goal is to prevent the plants from seeding.

A workshop will be scheduled at the Fairgrounds in early November to put together a comprehensive plan for McLeod County. Included in this workshop will be: McLeod County Board, Department of Natural Resources (DNR), Minnesota Department of Transportation (MnDOT), McLeod County Highway Department, townships, cities, Stearns County Ag Inspector, Soil and Water Conservation District (SWCD) and representation from Department of Agriculture.

SAFE AVENUES – Executive Director Jen Johnson

- A) Jen Johnson presented background information on Safe Avenues which serves 1,452 people in 2016 throughout their different programs that have experienced domestic or sexual violence. Approximately 108 adults and up

to 120 children stay in their shelter facility each year, which serves an 18 county area.

Safe Avenues is requesting funding from McLeod County of \$2,200. After further discussion, it was determined that this request will be brought forward to the budget committee.

Wright/Krueger motion carries unanimously to open the public hearing.

PUBLIC HEARING – Fee Schedule

A) Joe Nagel presented the below proposed changes for the fee schedule to be implemented.

Department	Fee	OLD	NEW	Justification
Assessor	Acoma Township Assessment Fees	\$7,896.00	\$8,106.00	Includes \$7.50 assessment fee and \$3.00 maintenance fee
Assessor	Bergen Township Assessment Fees	\$7,298.00	\$7,339.50	Includes \$7.50 assessment fee and \$3.00 maintenance fee
Assessor	Collins Township Assessment Fees	NA	\$1,623.00	Includes \$3.00 maintenance fee
Assessor	Glencoe Township Assessment Fees	\$5,523.00	\$5,764.50	Includes \$7.50 assessment fee and \$3.00 maintenance fee
Assessor	Hale Township Assessment Fees	\$7,508.00	\$7,686.00	Includes \$7.50 assessment fee and \$3.00 maintenance fee
Assessor	Hassan Valley Township Assessment Fees	\$6,384.00	\$6,573.00	Includes \$7.50 assessment fee and \$3.00 maintenance fee
Assessor	Helen Township Assessment Fees	\$6,920.00	\$7,045.50	Includes \$7.50 assessment fee and \$3.00 maintenance fee
Assessor	Hutchinson Township Assessment Fees	\$9,146.00	\$2,697.00	Includes \$7.50 assessment fee and \$3.00 maintenance fee
Assessor	Lynn Township Assessment Fees	NA	\$1,428.00	Includes \$3.00 maintenance fee
Assessor	Penn Township Assessment Fees	NA	\$1,095.00	Includes \$3.00 maintenance fee

Assessor	Rich Valley Township Assessment Fees	NA	\$1,839.00	Includes \$3.00 maintenance fee
Assessor	Round Grove Township Assessment Fees	NA	\$1,068.00	Includes \$3.00 maintenance fee
Assessor	Sumter Township Assessment Fees	NA	\$1,620.00	Includes \$3.00 maintenance fee
Assessor	Winsted Township Assessment Fees	\$7,287.00	\$7,381.50	Includes \$7.50 assessment fee and \$3.00 maintenance fee
Assessor	City of Biscay Assessment Fees	NA	\$714.00	Includes \$3.00 maintenance fee
Assessor	City of Brownton Assessment Fees	\$4,200.00	\$4,200.00	Includes \$7.50 assessment fee and \$3.00 maintenance fee
Assessor	City of Glencoe Assessment Fees	\$25,568.00	\$25,357.50	Includes \$7.50 assessment fee and \$3.00 maintenance fee
Assessor	City of Hutchinson Assessment Fees	\$61,005.00	\$61,131.00	Includes \$7.50 assessment fee and \$3.00 maintenance fee
Assessor	City of Lester Prairie Assessment Fees	\$8,379.00	\$8,410.50	Includes \$7.50 assessment fee and \$3.00 maintenance fee
Assessor	City of Plato Assessment Fees	\$2,384.00	\$2,352.00	Includes \$7.50 assessment fee and \$3.00 maintenance fee
Assessor	City of Silver Lake Assessment Fees	NA	\$1,362.00	Includes \$3.00 maintenance fee
Assessor	City of Stewart Assessment Fees	NA	\$1,068.00	Includes \$3.00 maintenance fee
Assessor	City of Winsted Assessment Fees	\$12,023.00	\$12,075.00	Includes \$7.50 assessment fee and \$3.00 maintenance fee
Highway	Assignment of new address	\$210.00	\$220.00	Costs increased due to wage increases and to account for equipment costs that increased since last review
Highway	Non Routine replacement of address sign	\$185.00	\$195.00	Costs increased due to wage increases and to account for equipment costs that increased since

				last review
Highway	Material (parts, signs, posts, salt, sand, etc.) Mailbox – Non county road	\$265.00 (support and installation)	\$300.00 (support and installation)	Costs increased due to wage increases and to account for equipment costs that increased since last review
Highway	Specific Service Sign	\$475.00/sign (tax included)	\$510.00/sign (tax included)	Costs increased due to wage increases and to account for equipment costs that increased since last review
Highway	Township Snow/Ice Control	\$135.00 (reg rate) \$155.00 (holiday rate)	\$150.00 (reg rate) \$170.00 (holiday rate)	Costs increased due to wage increases and to account for equipment costs that increased since last review
Highway	Township Mowing	\$85.00 (reg rate) \$105.00 (holiday rate)	\$95.00 (reg rate) \$115.00 (holiday rate)	Costs increased due to wage increases and to account for equipment costs that increased since last review
Highway	Township Blading	\$110.00 (reg rate) \$130.00 (holiday rate)	\$155.00 (reg rate) \$175.00 (holiday rate)	Costs increased due to wage increases and to account for equipment costs that increased since last review
Highway	Maintenance Labor	\$30.00/hour	\$45.00/hour	Costs increased due to wage increases and to account for equipment costs that increased since last review
Highway	Engineering Labor	\$40.00/hour	\$50.00/hour	Costs increased due to wage increases and to account for equipment costs that increased since last review
Highway	GIS Labor	\$40.00/hour	\$50.00/hour	Costs increased due to wage increases and to account for equipment costs that increased since last review

Highway	Administration Labor	\$50.00/hour	\$55.00/hour	Costs increased due to wage increases and to account for equipment costs that increased since last review
GIS	Maps (up to 11"x17")	\$3.00/copy	\$10.00/copy	Costs increased due to wage increases
GIS	GIS Data	No charge via FTP Site	Labor rates apply	Costs increased due to wage increases and to account for equipment costs that increased since last review
GIS	Scan Documents up to 36" in length	\$3.00	NA	Haven't used, if we need it we have a GIS Labor fee we can use
GIS	Ariel Map	\$10.00 /copy	NA	Will cover above using GIS Labor fee
GIS	1 Foot Contours (digital) Non-Government	\$5.00/acre (plus tax)	NA	Will cover above using GIS Labor fee
GIS	2007/2014 Aerial (digital) Non-Government	\$35.00 / ¼ section	NA	Will cover above using GIS Labor fee
GIS	LAS Files County Wide (digital)	\$24,000	NA	Will cover above using GIS Labor fee
Public Health	Immunization Administration Fee	\$20.00	\$40.00	The immunization fees had not been updated for many years, and in consultation with our regional Epidemiologist from the Minnesota Department of Health and with other counties in our region, we adjusted the fees to more closely match what is being charged by local public health agencies in the area and get a little bit closer to covering

				our actual cost for the vaccine, staff time and administrative time. These fees are only charged to individuals who do not qualify for reduced-cost immunizations and are choosing to come to Public Health rather than their own medical provider or a pharmacy and have their insurance billed
Public Health	Those eligible for MN Vaccines for Children	\$10.00	\$20.00	Same as above
Public Health	Flu Shot	\$20.00	\$40.00	Same as above
Public Health	High-Dose Flu Shot	NA	\$60.00	New
Public Health	Adult Hepatitis A or B	\$40.00	\$50.00	Same as above
Public Health	Adult Hepatitis A & B (Twinrix)	\$60.00	\$100.00	Same as above
Public Health	Mantoux (Tuberculosis Screening)	\$20.00	\$30.00	Same as above
Public Health	Tdap	\$35.00	\$50.00	Same as above
Public Health	Health Education Consultation Fee (CARS Education and Other)	NA	\$50.00/hr	Typically what other counties are charging for the CARS training out in the community
Solid Waste	VSQG Waste Disposal - Mixed batteries	NA	\$1.00/pound	Cover our cost associated with requests for service
Solid Waste	Problem Materials - Carseats	NA	\$5.00/item	Cover costs

Solid Waste	Problem Materials - Carseat base & booster seats	NA	\$2.00/item	Cover costs
Solid Waste	Problem Materials - Recording Media (In County)	NA	\$.25/lb	Subsidize 50% of recycling costs
Solid Waste	Problem Materials - Recording Media (Out of County)	NA	\$.50/lb	Cover costs of recycling
Solid Waste	Commercial Services - Disposal of Unacceptable Items	NA	\$120.00/Ton	Cover costs associated with the delivery of non-recyclable material
Solid Waste	Commercial Services - County Collection Services	\$5.00/cart	NA	No longer providing the service
Solid Waste	Commercial Services - Basket Rental	NA	\$15.00/month	Use inventory and cover depreciation and R&M costs
Solid Waste	Commercial Services - Contracted Collection Services (in County)	\$20.00/basket	\$40.00/service	Adjusted to cover 90% of costs
Solid Waste	Commercial Services - Contracted Collection Services (out of County)	\$60.00/month	\$65.00/service	Adjusted to cover costs
Solid Waste	Commercial Services - Trailer Rental	NA	\$175.00/month	Cover rental, tax, mileage fees
Solid Waste	Commercial Services - Scale Fee	NA	\$5.00/ ticket	Cover costs for scale use relative to unrelated truck traffic
Solid Waste	MRF Processing - Baling Fee w/ ICI Rebate	\$45.00/ton	NA	No longer applicable
Solid Waste	MRF Processing - Processing ICI material	NA	Difference left between processing cost and value	Prevent ICI subsidies
Solid Waste	MRF Processing -	NA	\$56.00/ton	Cover Costs of

	Processing/Baling/Handling Fee			operations
Solid Waste	MRF Processing - OCC rebates	NA	50% of value after processing fee applied	Cover Costs of operations

Wright/Pohlmeier motion carried unanimously to approve the proposed fee schedule as presented.

Krueger/Shimanski motion carried unanimously to close the public hearing.

PLANNING AND ZONING – Administrator Larry Gasow

- A) Larry Gasow presented findings from on-site inspection conducted on Tuesday, August 1, 2017 at 2:00 PM pertaining to Conditional Use Permit JP-17-C3 requested by Adam Kaping to operate a home occupation of a landscaping business.

The conditions placed on CUP JP17-C3 on June 6, 2017 at the regular meeting of the McLeod County Board of Commissioners were reviewed:

1. Hours of Operation - Upon questioning the hours of operation, Mr. Kaping has stated that on occasion that his staging does occur after 5:00 AM but that his crew does not gather to collect tools and report until after 6:00 AM as conditioned. I have no proof of that except for my viewing of operations prior to the June 6th County Board Meeting in which those hours were not exceeded. I have also not received any complaints from neighboring properties regarding the violation of that condition.
2. No Open Burning of brush brought in from job sites – Mr. Kaping showed me the area where his burning had been done. There was no evidence that there was recent burning. Mr. Kaping stated that he now takes brush from his job site to the Creekside facility. Mr. Kaping has generated a large amount of trees and brush in cleaning and preparing his new building site and access road. He has obtained an open burning permit from Hutchinson Township.
3. Construct a new access to St Hwy 15 – Construction of a new driveway has begun with tree and topsoil removal for a quality driveway. The MnDOT access permit was applied for and paid for on-line. He was notified that the access permit would not be issued until the site was inspected by Geri Vick, responsible for MnDOT Road R-O-W permitting authority. In trying to make contact, I received an “Out of Office” message to which she will not return until August 10th.

Regarding the use of the CUP JP05-C3 issued to Daryl Rath. Mr. Kaping has moved all his bunkers and storage of all materials to his new staging area as permitted in June. The parking of all vehicles has also been removed from the frown yard area. There were also various materials being stored outside to both the front and side of his shop which have been removed. The existing office will continued to be used as Mr. Kaping's office area and storage of small tools, trailers and equipment. After the new construction takes place it is the plan that the entire crew will meet and disperse from the new building and driveway. His CUP will need to include the use of his office as part of his CUP due to the square footage of the building exceeding 2,000 square feet in size which no longer allows it to be a permitted structure for a home occupation. Upon touring the site, Mr. Kaping explained the existing service road and work area that will be turned back into his yard. He will keep a newly created access service road to the front of his site as to access his new building area without having to enter it from the highway.

A call from a neighbor on Wednesday, August 2nd stating that Mr. Kaping was hauling in mixed loads from job sites to be burned, due to primarily being done because it was after the inspection. In contacting Mr. Kaping his statement was that they bring the material back to his site to separate the dirt and rock from the brush and tree roots as Creekside will not accept mixed material for their use.

Based on the time restraints due to title transferring and splitting of the property it is the opinion of this office that Mr. Kaping is following in good faith the conditions that have been placed on his permit. It is also the opinion of this office that with the follow up of other state and local agencies Mr. Kaping will complete and be in compliance of his Conditional Use Permit.

- B) Larry Gasow requested approval of request from Northern Lines Contracting to amend their original Mining Conditional Use Permit # 17-08 as approved by the County Board of Commissioners on June 6, 2017 requesting to delete Condition #16 which states, "Maximum of 30 round trips in and out of the pit per day." The property is owned by Jared Huepenbecker, located within a 31 acre tract within the N ½ SE ¼ Section 16 and the N ½ SW ¼ Section 15 of Helen Township.

The County Board approved of this original request, with a condition that the number of trucks hauling be limited to 30 round trips in and out of the pit per day on June 6, 2017. The Board of Helen Township recommended approval of the request to amend at their July 18, 2017 regular meeting. The Planning Advisory Commission recommended approval of CUP #17-16 to amend Conditional Use Permit #17-08 that Special Condition #16 shall be deleted as to not have limits of loads hauled per day out pit on July 26, 2017 with the following condition:

1. Amend: 16. Maximum of 30 round trips in and out of the pit per day will be waived unless traffic or safety concerns arise and the McLeod County Board of Commissioners are presented with findings of such concern. The McLeod County Board of Commissioners hold the right to review and amend the truck trip limit as needed.
2. Add: The McLeod County Zoning Office shall conduct a pit review on or about May 15 and August 15 of each calendar year beginning in 2018 as long as the permit is active.

Krueger/Nagel motion carried unanimously to amend Mining Conditional Use Permit # 17-08 requested from Northern Lines Contracting with amended conditions above.

SHERIFFS OFFICE –Sheriff Scott Rehmann

- A) Scott Rehmann requested approval of the Cooperative Agreement regarding public safety related to the 2018 National Football League Super Bowl security.

A request has been made by the Minneapolis Police Department for officer assistance over a 10 day period during the 2018 Super Bowl.

The sole source of funds to reimburse each Provider performing under this Agreement shall be funds provided by the Host Committee pursuant to the Support Agreement. All hours reimbursed will be paid at one of the following established hourly rates: \$82 per hour overtime rate, \$55 per hour straight time rate.

Nagel/Shimanski motion carried to approve the Cooperative Agreement regarding public safety related to the 2018 National Football League Super Bowl security.

Roll Call: Wright – Yes, Pohlmeier – Yes, Nagel – Yes, Shimanski – Yes, Krueger – No.

- B) Scott Rehmann requested approval for Kathy Ogren – Software Specialist/LETG Administrator, Loni Schroeder – Jail Module User and Leah Moll – CAD and RMS Module User to attend the Zuercher One User Conference for the Sheriff's Office Records Management software in Sioux Falls, SD from September 13th through September 15th at a cost estimated to be \$1,025.

Pohlmeier/Shimanski motion carried unanimously to approve out of state travel for Kathy Ogren – Software Specialist/LETG Administrator, Loni Schroeder – Jail

Module User and Leah Moll – CAD and RMS Module User to attend the Zuercher One User Conference for the Sheriff's Office Records Management software in Sioux Falls, SD from September 13th through September 15th at a cost estimated to be \$1,025.

AUDITOR-TREASURER – Chief Deputy II Janet Betsinger

- A) Janet Betsinger requested adoption of Resolution 17-CB-25 to classify tax forfeited land as non-conservation land.

Wright/Shimanski motion carried unanimously to adopt Resolution 17-CB-25 to classify tax forfeited land as non-conservation land.

ROAD AND BRIDGE – Engineer John Brunkhorst

- A) John Brunkhorst requested authorization to proceed with letting dates for the following project(s):
- SAP 43-624-01, bridge replacement on County State Aid Highway 24, south of Silver Lake
 - SAP 43-615-15, concrete overlay on County State Aid Highway 15, between Glencoe and CSAH 22

SAP 43-624-01 has been on the waiting list to receive state bridge funds. Funding was recently approved by MnDOT. SAP 43-615-15 will be tied with the reconstruction projects planned on CSAH 3 and CSAH 15 in 2018/2019. Both projects are in our 5-year plan.

Krueger/Wright motion carried unanimously for authorization to proceed with letting dates for the following for the projects listed above.

- B) John Brunkhorst requested approval to sell used Trimble GPS surveying equipment (R8, TSC2 controller, base station) to McLeod County SWCD for \$8,000.

The Highway Department upgraded its surveying equipment and no longer has a need for this equipment. The SWCD Board authorized this purchase last month.

Wright/Krueger motion carried unanimously to approve the sale of used Trimble GPS surveying equipment (R8, TSC2 controller, base station) to McLeod County SWCD for \$8,000.

- C) John Brunkhorst requested approval to purchase a 2018 GMC Sierra 3500HD double cab pickup for \$28,279.70 (State Contract) plus applicable

tax/license from Ranger Chevrolet (Hibbing, MN) with funding coming from the 2017 Highway budget.

This pickup would replace a 1997 Jeep 4x4 with 129,000 miles.

Wright/Nagel motion carried unanimously to approve the purchase of a 2018 GMC Sierra 3500HD double cab pickup for \$28,279.70 (State Contract) plus applicable tax/license from Ranger Chevrolet (Hibbing, MN) with funding coming from the 2017 Highway budget.

D) John Brunkhorst requested approval to dispose of the 1997 Jeep via auction.

Nagel/Shimanski motion carried unanimously to approve the disposal of the 1997 Jeep via auction.

E) John Brunkhorst requested authorization for the Highway Department labor, equipment, and materials to paint “Buckle Up” messages on participating McLeod County high school parking lots.

Wright/Pohlmeier motion carried unanimously to authorize the Highway Department labor, equipment, and materials to paint “Buckle Up” messages on participating McLeod County high school parking lots.

F) John Brunkhorst gave an update to the board on County State Aid High (CSAH) 15.

CSAH 15 – Final Phase – Unique Aspects

- Union Avenue
 - Disjointed, requires many turns
 - Steep slopes, hidden driveways, poor sightlines at RR
 - Could not be built to State Aid standards w/o significant expense
 - No pedestrian access
- Railroad (TC&W)
 - Trains often block crossing, requiring siding extension
 - Crossing needs major upgrades
 - Closing Diamond Avenue desired for safe switching (potentially increases State/Federal contribution)
- Ponding & Groundwater
 - No outlet for area causing rising water and damage to homes

CSAH 15 – Final Phase – Unique Aspects

- ~ 0.5 Miles new 2-Lane Construction
- Drainage Improvements
- Multi-Purpose Trail
- Roundabout for improved school safety
- Rail Improvements
 - Additional track to eliminate switching blockage
 - New crossing installation with gates (close 2 adjacent crossings)

CSAH 15 – Status – Next Steps

- 2.35M in LRIP Funds approved by 2017 Legislature
 - Thanks to Rep. Gruenhagen and Urdahl, and Sen. Newman
- Crossing Agreement with MnDOT, TCW, and City
- Cooperative Agreement with City
- Design/Construction Services Agreement with Consultant
 - Verify drainage to east utilizing existing ponds and outlet
 - Verify property acquisition needs
 - Confirm previous design
 - Address sanitary sewer needs
- Construction proposed in 2019

CSAH 15 – Status – Next Steps

Highway/Trail/Storm Sewer	\$3,000,000
Railroad Safety Improvements	\$800,000
Property Acquisition/Easements	\$600,000
Wetland Mitigation	\$60,000
Engineering/Testing	\$500,000
Total	\$4,960,000

Preliminary Funding

State LRIP Funds	\$2,350,000
McLeod County	\$1,165,000
City of Glencoe	\$1,165,000
Rail Funding	\$300,000

BUILDING SERVICES – Building Maintenance Supervisor Scott Grivna

- A) Scott Grivna requested approval to replace carpeting in the Annex building from MCI Inc. (Waite Park, MN) for \$12,122 with funding from building major repair funds.

Additional quotes received: Bergmann Interiors Inc. (Glencoe, MN) \$15,652.56 and Absolute (Minneapolis, MN) \$15,975.

It was decided that this be tabled until December 7th when structure of all departments is complete.

Nagel/Pohlmeier motion carried unanimously to table until December 7th Board Meeting.

B) Scott Grivna requested approval for change orders #1, #2 and #4 from UHL (Maple Grove, MN) for additions to the camera/card access project:*

1. Change Order #1 – add two (2) additional doors for card access in Courtroom #3 for a cost of \$6,620.
2. Change Order #2 – add a network switch to the Glencoe highway shop as the logistics do not allow to directly tie into our existing network at the Annex for a cost of \$2,123.
3. Change Order #4 – add one (1) additional card access door at the fairgrounds at a cost of \$5,588.

Shimanski/Wright motion carried unanimously to approve the above listed change orders.

COUNTY ADMINISTRATION

A) Pat Melvin requested approval to set 2018 tentative Board meeting dates including the evening meetings for the Board of Appeals and Equalization and Truth in Taxation including an additional meeting on December 27, 2018.

Proposed 2018 County Board Meetings

January 2	July 3
January 16	July 17
February 6	August 7
February 20	August 21
March 6	September 4
March 20	September 18
April 3	October 2
April 17	October 16
May 8	November 6
May 22	November 20
June 5	December 6 – evening meeting
June 19	December 18

	December 27
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June 11, 2018
6:00 pm Board of Appeals

December 6, 2018
4:30 pm Board Meeting
6:00 pm Truth in Taxation

Nagel/Wright motion carried unanimously to set 2018 tentative Board meeting dates including the evening meetings for the Board of Appeals and Equalization, Truth in Taxation and an additional meeting on December 27, 2018.

- B) Pat Melvin led discussion in regards on possibly combining Parks/Fairground and Highway under the new title of Public Works. John Brunkhorst and Al Koglin will work together more closely together including holding joint management meetings to put together a plan by the end of the calendar year for possible future consolidation.

Wright/Nagel motion carried unanimously to approve the concept of combining Parks/Fairground and Highway under the new title of Public Works to be completed by end of the calendar year.

- C) Pat Melvin requested approval to hire a full-time Social Worker (grade 22) vacancy due to resignation.

Nagel/Shimanski motion carried unanimously to approve hiring a full-time Social Worker (grade 22) vacancy due to resignation.

- D) Pat Melvin requested approval for out-of-state travel for Donna Rickeman to attend NEOGOV Annual Training Conference in Las Vegas NV from October 24th through October 27th at a cost not to exceed \$1,900.

NEOGOV is software for the public sector which has the capability to automate the entire hiring process, onboarding, and performance evaluation process. This is a once a year opportunity to meet with NEOGOV trainers and support personnel. They provide training on each module, allow the opportunity to have discussion with other jurisdictions to see how they use the software, and provide table top discussion for improvement suggestions.

Krueger/Pohlmeier motion carried unanimously to approve out-of-state travel for Donna Rickeman to attend NEOGOV Annual Training Conference in Las Vegas NV from October 24th through October 27th at a cost not to exceed \$1,900.

E) Pat Melvin notified the Board of the annual McLeod County employee pork chop feed, Thursday, August 31st 11:00 AM-12:30 PM at North Complex.

CLOSED SESSION

Pohlmeier/Krueger motion carried unanimously to close the meeting at 11:08 a.m. to discuss Jungclaus property located at 520 Chandler Avenue in Glencoe and deliver County Administrator Pat Melvin's 6 month Performance Evaluation.

Krueger/Pohlmeier motion carried unanimously to open the meeting at 12:28 p.m.

Pohlmeier/Shimanski motion carried unanimously to recess at 12:30 p.m. until 9:00 a.m. August 22, 2017 at the Glencoe City Center.

ATTEST:

Joe Nagel, Board Chair

Patrick Melvin, County Administrator