

**DECEMBER 19, 2017  
MCLEOD COUNTY  
BOARD MEETING  
WILL BE HELD AT  
THE GLENCOE  
CITY CENTER  
1107 11<sup>TH</sup> STREET E  
GLENCOE, MN**

**McLEOD COUNTY  
BOARD OF COMMISSIONERS  
PROPOSED MEETING AGENDA  
DECEMBER 19, 2017**

**1 9:00 CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**2 9:03 CONSIDERATION OF AGENDA ITEMS\***

**3 9:08 CONSENT AGENDA\***

- A. December 7, 2017 Meeting Minutes and Synopsis.
- B. December 2, 2017 Auditor's Warrants.
- C. December 8, 2017 Auditor's Warrants.
- D. Approve Memorandum of Agreement with LELS Non-licensed Sergeants for health insurance addendum to reopen the collective bargaining agreement to negotiate the amount of the employer contribution for health insurance for 2018 and 2019.
- E. Approve Memorandum of Agreement with LELS Licensed Sergeants for health insurance addendum to reopen the collective bargaining agreement to negotiate the amount of the employer contribution for health insurance for 2018 and 2019.
- F. Approve Memorandum of Agreement with MNPEA Deputy Unit for health insurance addendum to reopen the collective bargaining agreement to negotiate the amount of the employer contribution for health insurance for 2018 and 2019.
- G. Approve Memorandum of Agreement with MNPEA Communications/Corrections Unit for health insurance addendum to reopen the collective bargaining agreement to negotiate the amount of the employer contribution for health insurance for 2018 and 2019.
- H. Approve Memorandum of Agreement with Teamsters Clerical for health insurance addendum to reopen the collective bargaining agreement to negotiate the amount of the employer contribution for health insurance for 2018 and 2019.
- I. Approve Memorandum of Agreement with Teamsters Highway for health insurance addendum to reopen the collective bargaining agreement to negotiate the amount of the employer contribution for health insurance for 2018 and 2019.
- J. Approve Memorandum of Agreement with AFSCME Unit for health insurance addendum to reopen the collective bargaining agreement to negotiate the amount of the employer contribution for health insurance for 2018 and 2019.
- K. Approve annual renewal of McLeod County Public Health Hispanic Outreach Worker Contract (Carmen Patino), January 1, 2018 - December 31, 2018.
- L. Approve Sale of Cigarette and other Tobacco Products License for Cactus Jacks II, Stewart, MN from January 1, 2018 through December 31, 2018.

- M. Approve annual renewal of transportation services contract with PEART & Assoc. for security transport services.
- N. Approve Donald Artmann's request of Re-Plat of Lot 1, Block 1, Watry's Subdivision and small tract located within the SW ¼ of the SE ¼ in Section 34 of Winsted Township and to be named "ARTMANN ACRES." The existing utility and drainage easement will be vacated with a new easement being created due to a proposed addition onto an existing storage shed which would cross the easement and property line. Both existing parcels are owned by the applicant. The total area is 5.21 acres. The buildable lot is 5.08 acres. Upon approval of the County Board of Commissioners, Mr. Artmann will need an affidavit letter from his mortgage company waiving the right to plat which will be recorded with the plat. Winsted Township Board recommended approval on November 14, 2017. The Planning Advisory Committee recommended approval on November 22, 2017 upon County Attorney review and approval of Opinion of Title.
- O. Approve Conditional Use Permit 17-22 requested by Daniel Zetah being represented by Charles Hausladen to operate a retreat learning center and Bed and Breakfast with food preparation and retail foods to teach a sustainable lifestyle of living off of the land. This operation will remain small. This property is located in Section 12 of Acoma Township. The Board of Acoma Township recommended approval on November 19, 2017. The Planning Advisory Committee unanimously recommended approval on November 22, 2017, with the following conditions:
  - 1) Applicant(s) must live on-site.
  - 2) All MPCA, State and local permits required.
  - 3) Must meet all MN Department of Health and State Building Code requirements.
  - 4) No harvesting or structures on land included in the Soil & Water Conservation District Program.

**4 PAYMENT OF BILLS - COMMISSIONER WARRANT LIST\***

**5 PAYMENT OF BILLS - ADDITIONAL MISCELLANEOUS BILLS TO BE PAID BY AUDITORS WARRANTS\***

**6 9:05 CONTEGRITY – Construction Manager Sam Lauer**

A. Construction Update.

**7 9:10 ROAD AND BRIDGE – Engineer John Brunkhorst**

A. Consider approval of a cooperative agreement with the City of Glencoe for reconstruction of CSAH 15 (Morningside) from 11th Street to 16th Street.\*

This agreement defines various rights, obligations, and cost sharing of the project. This agreement is similar to prior agreements with Glencoe for previous construction on Morningside.

- B. Consider hiring SEH (Hutchinson, MN) to perform design engineering for SAP 43-615-013, CSAH 15 (Morningside) reconstruction from 11<sup>th</sup> Street to 16<sup>th</sup> Street. Costs based on hourly rates plus expenses, not to exceed a total fee of \$285,300; contingent upon City of Glencoe approval of the cooperative construction agreement.\*

The design engineering involves project management, public involvement, environmental work, drainage, preliminary/final design, railroad coordination, permitting work, and miscellaneous.

Highway Department recommends hiring SEH for following reasons:

- They are the Glencoe City Engineer
- They have done previous studies and layouts for this project and are very familiar with it
- The total fee is approximately 6% of the project costs, which is below typical design costs for similar projects

## **8 9:15 SHERIFFS DEPARTMENT – Deputy Sheriff Tim Langenfeld**

- A. Consider approval to purchase three Ford Police Interceptor Utility Vehicles with EcoBoost engines via state contract from Ford of Hibbing for \$31,676.45 each and a total cost of \$95,029.35 with funding coming from the 2018 Sheriff budget.\*

These vehicles will replace one 2013 and two 2014 patrol SUV's with high mileage.

- B. Consider approval to purchase one 2018 Ford Police Interceptor Utility vehicle via state contract from Ford of Hibbing for \$28,144.45 with funding coming from the 2018 Sheriff budget.\*

This will replace a 2013 Dodge Durango with over 150,000 miles.

## **9 9:20 JAIL – Administrator Kate Jones**

- A. Consider approval for out-of-state travel for Kate Jones to attend Jail Operational and Legal Issues in Las Vegas NV from January 22<sup>nd</sup> through January 25<sup>th</sup> at a cost not to exceed \$2,000.\*

There are a number of topics at this training that are not routinely covered as refreshers in MN trainings. Being the county is almost doubling the size of the current jail this training is relevant and timely considering the increase in liability that will be added.

## **10 9:25 SOLID WASTE – Interim Director Sarah Young**

- A. Consider approval of a five year joint powers agreement with the State of MN for the operation of a household hazardous waste program.\*

This agreement recognizes McLeod County as a regional program for both McLeod and Sibley County.

- B. Consider approval of agreement with Paintcare, Inc. (Washington D.C.) who is contracted by the State of MN to be a third party stewardship program to collect, manage, and disburse the eco fee collected from architectural paint purchases in Minnesota.\*

Purpose of this agreement is for indemnification and reimbursement of architectural paint recycling/disposal costs as a regional program.

- C. Consider approval of a three year household hazardous waste use agreement with Meeker County.\*

This agreement will cover expenses associated with the delivery and acceptance of Meeker County material.

- D. Consider approval of a one year household hazardous waste reciprocity agreement with Carver County.\*

This agreement will cover expenses associated with the delivery and acceptance of Carver County material; and reimburse Carver County for expenses incurred by the delivery and acceptance of McLeod County material.

- E. Consider approval to set the next Solid Waste Advisory Committee (SWAC) meeting for January 4, 2018.\*
- F. Consider approval of Industrial Storm Water Change Form.\*

This identifies better sampling locations to provide the State with a more accurate sampling of storm water from the Solid Waste site. The first sampling in the spring of this year the sampling location was a direct discharge off of the east parking/drive through location. This sampling site is not an accurate reflection of the entire site, therefore, this site was changed and two additional sampling sites were identified.

#### **11 9:35 COURT ADMINISTRATION – Administrator Karen Messner**

- A. Consider approval to upgrade the sound system in Courtroom #2 at a cost not to exceed \$28,000 with funding coming from Capital Assets Fund.\*

#### **12 9:40 PUBLIC HEALTH – Director Jennifer Hauser, CHS Director Allie Elbert**

- A. Consider adoption of Resolution 17-CB-41 Amending the Second Amended Joint Powers Agreement between Meeker, McLeod and Sibley Counties Creating the Joint Community Health Board.\*

Approval of the amended CHB joint powers agreement, which included the 2 language changes in Article V, sections 5 and 6

1. Initial Administrative Integration Funding (\$29,148 for McLeod County at 48.58% of \$60,000 total, which will come from 2017 Public Health Budget). This funding percentage is based on county population.
  - a. This money is needed *regardless* of the delegation agreement outcome.
2. Program Transition Funding

**13 9:50 HUMAN RESOURCES – Deputy Administrator Sheila Murphy**

- A. Consider December 12, 2017 Staffing Request Recommendations.\*
- B. Consider approval to hire a replacement for vacant position as Mental Health Professional on the TriStar Team in Cosmos as Hiring Authority at 105% reimbursement.\*
- C. Consider approval to hire an Administrative Assistant (grade 130) in Planning & Zoning/Environmental Services which will replace the Secretary II (Grade 120).\*
- D. Consider approval of contract with Employment Resource Center (Hutchinson, MN) to allow use of temporary resources as needed.\*

**14 10:00 PLANNING & ZONING – Administrator Larry Gasow**

- A. Consider denial of Conditional Use Permit requested by Mitchell Niccum for exterior storage of more than five (5) vehicles and up to forty (40) vehicles to be kept and stored on-site and salvaged throughout the year then disposed of at another facility, located within 3.01 AC of the NW ¼ SW ¼ of Section 24 in Hutchinson Township.\*

The Hutchinson Town Board recommended approval of this request on September 14, 2017.

The McLeod County Planning Commission recommended denial of the Conditional Use Permit on October 25, with findings for denial.

The McLeod County Board of Commissioners tabled this item on November 7, to go back before the Planning Advisory Commission to allow Mr. Niccum the opportunity to attend the meeting and explain his business plan.

The McLeod County Planning Commission, again, recommended denial of this request as presented on November 22, due to the following findings:

- 1) Applicant does not have a written business plan or operational plan describing the business process, safety measures, proper waste disposal, handling of hazardous materials, and proper site plan regarding fencing and screening.
- 2) Without a written business or operational plan, adequate measures and plans were not addressed as to control and prevent spills of hazardous automotive fluids leaking during the outdoor storage and/or dismantling vehicles.
- 3) The available rear yard area of the 3.01 acre parcel designated for exterior storage is too small for the storage of 40 vehicles.

- 4) Without addressing the proper collection and disposal of the automotive fluids, there were environmental concerns of neighboring properties which also include the sensitive areas of the Fish and Wild Life and Pheasants Forever property.
- 5) Due to the topography and elevation of the parcel there was concern of surface sheet flow run off from snow melt and rains directly into the CR #4 road right of way.
- 6) Traffic concerns for site clearance and other safety concerns on CR #4 for the amount of loaded trailers entering and leaving the site.
- 7) Difficulty in the proper screening the site due to the elevation change would become a visual nuisance to the area.
- 8) The amount of letters received by neighboring property owners in opposition to this request, unlike other existing salvage yards within their township located within a more commercial use area, their concern is that this type of land use at this location would adversely affect their property values.

## **15 RECESS COUNTY BOARD MEETING**

### **16 10:10 MCLEOD SIBLEY JOINT DITCH #8 – Drainage Authority**

- A. Consider approval to open JD #8 McLeod Sibley drainage authority.\*
- B. Consider approval minutes from 11/21/2017.\*
- C. Consider approval of the Findings and Order of the Redetermined Benefits of Joint Ditch No. 8 McS.\*
- D. Consider approval to close JD #8 McLeod Sibley Counties.\*

## **17 RE-OPEN COUNTY BOARD MEETING**

## **18 COUNTY ADMINISTRATION**

- Review of Commissioners Calendar
  - Commissioner reports of committee meetings attended since December 7, 2017.
- A. Consider approval to finalize the Trailblazer Joint Powers Agreement.\*
  - B. Consider merger of Parks, Fairgrounds, and Highway into a new Public Works Department effective 1/1/2018.\*

## **OTHER**

Open Forum  
Press Relations

## **RECESS**

Next board meeting December 26, 2017 at 9:00 a.m. at the Glencoe City Center.