

**DECEMBER 7, 2017
MCLEOD COUNTY
BOARD MEETING
WILL BE HELD IN
THE COUNTY
BOARDROOM
830 11TH STREET
GLENCOE, MN**

**McLEOD COUNTY
BOARD OF COMMISSIONERS
PROPOSED MEETING AGENDA
DECEMBER 7, 2017**

1 4:30 CALL TO ORDER

PLEDGE OF ALLEGIANCE

2 4:33 CONSIDERATION OF AGENDA ITEMS*

3 4:34 CONSENT AGENDA*

- A. November 21, 2017 Meeting Minutes and Synopsis.
- B. November 17, 2017 Auditor's Warrants.
- C. November 22, 2017 Auditor's Warrants.
- D. Approve agreement with State of Minnesota for Safe and Secure Courthouse Initiative Grant in an amount not to exceed \$22,535.
- E. Approve annual renewal of Southwest Metro Drug Task Force Joint Powers Agreement.
- F. Approve annual renewal of contract with Hutchinson Health Outpatient Mental Health Services and Mental Health Hold Orders.
- G. Approve annual renewal of contract with Village Ranch Family Services – Children's Therapeutic Services and Supports.
- H. Approve annual renewal of contract with Laural Olson, Independent Contractor – Independent Living Skills.
- I. Approve annual renewal of contract with Jeanne M. Fritz, Independent Contractor – Children's Mental Health Clinical Supervision.
- J. Approve annual renewal of contract with Richard Decker, Independent Contractor – Mental Health Clinical Supervision.
- K. Approve annual renewal of contract with SW MN Adult MH Consortium - ARMHS (Adult Rehabilitative MH Services), ACT (Assertive Community Treatment) Services, and Regional Housing Services.
- L. Approve annual renewal of contract with Woodland Centers – Adult and Youth Crisis Stabilization and Detoxification.
- M. Approve annual renewal of contract with TRIMIN Systems – Annual Support for ACS (Agency Collection) & SWS (Soc. Welfare) systems.
- N. Approve annual renewal of contract with DHS Child Support Interagency Cooperative Agreement – with Soc. Svc., Sheriff, and County Attorney.
- O. Approve annual renewal of contract with West Central Industries – Supportive Employment Services (Full Day; Partial Day; Monthly Service Unit).
- P. Approve annual renewal of contract with County Attorney – Fraud Contract for Income Maintenance.
- Q. Approve annual renewal of contract with Seneca Family of Agencies – relative searches.
- R. Approve annual renewal of contract with Semi-Independent Living Services (SILS) Aveyron Homes, REM and Diversified Lifestyles.
- S. Approve the Sale of Cigarette and other Tobacco Products License for Hutchinson Co-op, in Silver Lake, MN from January 1, 2018 through December 31, 2018.

- T. Approve upgrade in license to Liquor, Wine, Club or 3.2% On Sale and Sunday Sale Licenses for Major Ave Hunt Club in Glencoe, MN from January 1, 2018 through December 31, 2018.
- U. Approve upgrade in license to Liquor, Wine, Club or 3.2% On Sale and Sunday Sale Licenses for Brownton Rod & Gun Club in Brownton, MN from January 1, 2018 through December 31, 2018.

4 PAYMENT OF BILLS - COMMISSIONER WARRANT LIST*

5 4:35 BUILDING SERVICES – Building Maintenance Supervisor Scott Grivna

- A. Consider 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 quote received: Bergmann Interiors Inc. (Glencoe, MN) \$15,652.56 and Absolute (Minneapolis, MN) \$15,975.

This item was tabled from the August 8, 2017 Board Meeting.

6 4:40 INFORMATION TECHNOLOGY – Director Vince Traver

- A. Consider acceptance of quote #15245753 from Xigent (Plymouth MN) off the state contract for \$51,248.51 to purchase and replace our aging backup storage infrastructure with funding coming from the IT capital budget.*

Two years of support are built into the price. Current Backup storage infrastructure is five years old needs to be replaced so IT can continue to backup up data and recover it as needed and not continue to pay higher costs for extended warranties.

- B. Consider acceptance of quote #4006150107-v4 from Xigent (Plymouth MN) off the state contract for \$22,445.56 to purchase two physical servers to replace three with funding coming from the IT capital budget.*

This will replace current backup server in Glencoe and replace two servers in the HATS building with one that will combine functionality of the current two servers in Hutchinson.

- C. Consider acceptance of quote #JKVQ093 from CDW-G (Chicago, IL) off the state contract for \$13,848.80 to purchase and replace aging routers with funding coming from the IT capital budget.*

Replacing aging routers, one in Glencoe and one in Hutchinson. The price includes a trade in on some other equipment and annual maintenance.

- D. Consider acceptance of quote #219578904 from Insight Public Sector (Tempe, AZ) off the state contract for \$6,629.40 to purchase CheckPoint Smart Event software with funding coming from the IT capital budget.*

This software works in conjunction with an agreement that was made with the state when McLeod County put in the new CheckPoint firewalls. This software will allow IT to report on things recorded in log files faster and more efficiently.

7 4:50 PARKS – Director Al Koglin

- A. Consider acceptance of proposal of Braun Intertec (Minneapolis, MN) for at least 3 core samples of the gym floor in the Commercial Building at a cost of \$7,535 with funding coming from the Parks 2017 budget.*

This will be done to help determine the cause of the rubber floor rising in certain areas of the gym.

8 4:55 ROAD AND BRIDGE – Engineer John Brunkhorst

- A. Concur with award of SAP 43-598-015 (bridge L5809 replacement on CR 90) to lowest responsible bidder, which was Landwehr Construction (St. Cloud, MN) with a low bid of \$69,890 for alternate A (completion this year).*

Other bids included: Mathiowetz Construction (Sleepy Eye, MN) \$71,010; Midwest Contracting, LLC (Marshall, MN) \$98,040; R & R Excavating (Hutchinson, MN) \$102,529.63; Ram Excavating, Inc. (Winsted, MN) \$115,850 and Land Pride Construction, LLC (Paynesville, MN) \$123,681.

On 11/21/17 the Board authorized award to lowest responsible bidder as determined by the Engineer.

- B. Consider approval to purchase a 2017 John Deere 5085E Utility Tractor from Midwest Machinery (Glencoe, MN) for \$48,877.48 (State Contract).*

This tractor will replace a 2007 similar model that was involved in a traffic crash on 11/6/17.

Insurance will cover \$26,998.33; the remainder will come from Highway reserves.

- C. Consider final acceptance and payment of \$186,381.24 to PCI Roads (St. Michael, MN) for SAP 43-603-032, concrete overlay on CSAH 3.*

This project was completed satisfactorily and final acceptance and payment is recommended.

9 5:00 AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz Ford

- A. Consider adoption of Resolution 17-CB-38 Authorizing the County to make application to the Minnesota Secretary of State for the Elections Voting Equipment Grant.*

10 5:05 HUMAN RESOURCES – Deputy Administrator Sheila Murphy

- A. Consider approval of Evaluation Committee recommendation to re-rate Highway Worker II Sign Technician and Highway Worker II Weed Sprayer from a Grade 140 to a Grade 150.*

- B. Consider approval of Evaluation Committee recommendation to hire a Jail Technical Specialist I Grade 130 to replace Technical Specialist I.*

This position will be posted internally.

11 COUNTY ADMINISTRATION

- Review of Commissioners Calendar
 - Commissioner reports of committee meetings attended since November 21, 2017.
- A. Approval to set the 2018 non-union salary increases at 3% for all full and part-time employees who are not at the salary range maximum. In addition, Sheriff Posse, Veteran Van Drivers, returning seasonal part-time (67 shifts) will receive a 3% wage increase. Effective date December 12/24/2017.*
- B. Consider approval of Resolution 17-CB-42 Setting the 2018 Commissioner Salary, Per Diem and Mileage reimbursement rate.*

OTHER

Open Forum
Press Relations

RECESS

Next board meeting December 19, 2017 at 9:00 a.m. at the Glencoe City Center.

**McLEOD COUNTY
TRUTH AND TAXATION MEETING
DECEMBER 7, 2017**

6:00 TRUTH AND TAXATION MEETING

CALL TO ORDER – Chairman Joe Nagel

A. Opening comments

AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz Ford

B. Review of 2018 proposed budget – Property Tax Administrator Connie Kurtzweg and Accountant Colleen Robeck

Public Comment

ADJOURN THE TRUTH AND TAXATION MEETING