

**FEBRUARY 7, 2017
MCLEOD COUNTY
BOARD MEETING WILL
BE HELD AT
THE GLENCOE CITY
CENTER
1107 11TH STREET
GLENCOE, MN**

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

1 9:00 CALL TO ORDER

PLEDGE OF ALLEGIANCE

Recognition of Social Worker Nancy Windschitl's retirement and presentation of a plaque in appreciation for her thirty-one years of service to the McLeod County Social Services Department from January 8, 1986 through February 15, 2017.

Recognition of McLeod County Safety Committee chosen for Outstanding Performance in the Property and Casualty Division in 2016 by Minnesota Counties Intergovernmental Trust.

2 9:03 CONSIDERATION OF AGENDA ITEMS*

3 9:08 CONSENT AGENDA*

- A. January 17, 2017 Meeting Minutes and Synopsis.
- B. January 13, 2017 Auditor's Warrants.
- C. January 17, 2017 Auditor's Warrants.
- D. January 20, 2017 Auditor's Warrants.
- E. January 27, 2017 Auditor's Warrants.
- F. Approve gambling permit for Shady Lane Sportsmen's Club, 17656 461st Ave., PO Box 41, Glencoe, MN to conduct a raffle on June 16 – 17, 2017 at McLeod County Fairgrounds, 840 Century Ave. SW, Hutchinson, MN. The application is acknowledged with no waiting period.
- G. Approve Community Services Agreement from Hutchinson Health for Biometric Screen Services for the County Wellness Program. We are providing a screen day in Glencoe with 50 appointments and a day in Hutchinson with 30 appointments. The agreement is based on how many we serve. Each screen is \$32 dollars a person; eighty appointments would be \$2,560.00.
- H. Approve Memorandum of Agreement between Children's Dental Services and McLeod County Public Health. This agreement extends the currently held contract through July 18, 2017. Children's Dental Services operates portable dental clinics on-site at McLeod County Public Health in order to increase access to dental services in McLeod County.
- I. Approve Park Shelter Rental Agreement with the City of Glencoe for the date of July 18, 2017 for an AIS educational event. The cost of the shelter rental is \$75.00 which will be paid to the City of Glencoe with the AIS funds McLeod County received from the State of Minnesota. McLeod County has had wonderful response in the past to public education for AIS prevention, and Environmental Service's will try a new approach by offering a field day at the park for children ages 6-12 in McLeod County. Two events will be offered – one at Piepenburg Park near Hutchinson and the other at Oak Leaf Park in Glencoe. An agreement was not required for event at Piepenburg, but the City of Glencoe requested a signed rental agreement form for the event at Oak Leaf Park. Hosting the day at the local park provides great amenities and space for this kind of event, and the shelter will serve as a meeting point for the various activities.

- J. Approve agreement for remote access to support our Security and Surveillance software and hardware with our vendor UHL.
- K. Approve updated form for Northland Business Systems for the new GPD interview room remote access for support.
- L. Approve 2017 Southwest Metro Drug Task Force Joint Power Agreement.
- M. Approve payment of county burial after the fact, and up to the maximum limit of \$2,000 for a cremation. Existing policy requires prior approval, but this originated in Anoka County and it was not provided timely to McLeod County. Had it been, it would have been approved up to \$2,000.
- N. Approve service agreement extension with West Central Sanitation (Willmar, MN) for the continued service of the McLeod County rural drop-box and township shed recycling sites.

4 PAYMENT OF BILLS - COMMISSIONER WARRANT LIST*

5 9:10 SOCIAL SERVICES – Director Gary Sprynczynatyk

- A. Consider approval of Crisis Program Joint Powers Board Agreement with Carver County; and, Business Associate Agreement to exchange certain Protected Health Information (PHI) with Carver County and McLeod County Social Services.*

These actions are necessary to support the 2nd year of development of the Carver/Scott/McLeod Mental Health Mobile Crisis program, and authorize annual contribution of \$10,000.

6 9:15 ROAD AND BRIDGE – Highway Engineer John Brunkhorst

- A. Consider trading our 1999 Sterling tandem axle plow truck (210,000 miles) to the City of Hutchinson for a 1991 RPM loader mounted snow blower. Each piece of equipment is valued at \$12,000.*
- B. Consider selling a 1981 Blanchet loader mounted snow blower via sealed bid or MinBid.*
- C. Consider approval to purchase a 2018 Mack tandem truck chassis (State Contract T-647(5)) from Nuss Truck and Equipment (Roseville, MN) for \$125,672.41 with funding coming from the 2017 Capital Budget.*
- D. Consider approval to purchase a 2018 Mack tandem truck chassis (State Contract T-647(5)) from Nuss Truck and Equipment (Roseville, MN) for \$108,632.41 with funding coming from the 2017 Capital Budget.*

This price includes a \$16,000 trade allowance for a 2001 Sterling plow truck with 220,000 miles.

- E. Consider approval to purchase Two (2) truck equipment packages (box, plow, scraper, wing, sander, and misc.) (State Contract S-863(5)) from Towmaster, Inc. (Litchfield, MN) for \$112,800 each with funding coming from the 2017 Capital Budget.*

7 9:25 BUILDING SERVICES – Building Maintenance Supervisor Scott Grivna

- A. Consider approval of Service Agreement from Honeywell Building Solutions (Golden Valley, MN) for \$40,782.84 with funding coming from the 2017 Building Services budget.*

8 9:30 INFORMATION TECHNOLOGY – Director Vince Traver

- A. Consider approval to purchase network switches from CDW Government (Chicago, IL) quote #HQWK895 for \$14,151.69 with funding coming from card access fee from the Construction Budget.*

9 9:35 SHERIFFS OFFICE – Sheriff Scott Rehmann

- A. Consider approval to increase construction costs by approximately \$46,000 to create additional office space for staff.*

10 9:40 SOLID WASTE – Interim Director Sarah Young

- A. Consider approval to purchase a refurbished MC266 Mobile grinder from Rotochopper (St. Martin, MN) for \$220,425.00 contingent on signing a grant agreement with the MPCA, for the release of \$184,902.00.*

The grant funding and grinder are to process agricultural plastic.

- B. Consider approving an Agreement with Mid Minnesota Development Commission to manage the grant writing process for Solid Waste to submit a Capital Assistance Fund (CAP) grant application, in the amount of \$1.2 to \$1.5 million, to the MPCA for building an auxiliary Solid Waste storage facility on the current Solid Waste Facility site.*

Solid Waste is currently understaffed due to recent resignations and unable to devote the necessary resources to researching and writing this grant.

11 10:00 PLANNING AND ZONING – Administrator Larry Gasow

- A. Consider approval of Conditional Use Permit 16-19 from Mr. Hal Galvins, representative of ReneSola, in order to construct an essential service of a three (3) Megawatt Community Solar Garden on property owned by Patricia J Karels and to be located within 30 acres of 37.57 acres of the West ½ West ½ in Section 16 of Winsted Township.

Winsted Township did not make a written recommendation. Their verbal disapproval was based on the need for further information. The Planning Advisory Committee unanimously recommended approval with conditions at their January 25, 2017 regular meeting. The City of Winsted, DNR, County Highway Engineer, County Environmentalist and McLeod County Soil and Water Conservation District Offices were notified.

The conditions are as follows:

- 1) Proof of insurance shall be provided to the Zoning Office prior to any permits being issued.
- 2) A Bond or Letter of Credit in the amount of \$60,000 (3 MW @ \$20,000 = \$60,000) shall be provided to the Zoning Office prior to any permits being issued.
- 3) Applicant shall obtain and record an access easement with property owner Patricia J Karels.
- 4) Applicant shall apply for a permit with the County Highway Department for the purpose of widening the driveway and access.
- 5) Applicant shall contact FAA and Winsted Airport to receive comment about future runway expansion and concerns of potential glare during take-off and approaching flight patterns.
- 6) A contact person for noxious weeds, including maintenance, snow removal when drifting is caused by solar facility, and other concerns, shall be identified by placing a sign at the site with

contact name and phone number, visible from Cardinal Avenue.

7) A landscape buffer plan and vegetative management plan shall be submitted to the Zoning Office prior to any permits being issued. Included in the plan shall be a row of maintained healthy living four foot trees with vegetative shrubbery along Cardinal Avenue and the perimeter property lines.

8) Applicant shall meet all NPDES Permit requirements and provide a copy to the Zoning Office.

9) Applicant shall preserve the existing drainage tile and repair if any tile is broken. Repairs shall be performed by a drainage contractor.

10) Fencing shall be installed for site safety and security purposes.

11) Applicant shall restore the site to its original and natural state once the solar facility is no longer in use.

- B. Consider approval of Conditional Use Permit 16-20 from Ron Hansen to lease property to Quick Supply Company, Inc. based out of Des Moines IA, for commercial use at an existing site, previously used as a Demolition Landfill, for the storage of material and equipment in an existing accessory structure as well as exterior storage. There will be two holding magazines (bins) to hold separated dry chemical materials and a metal storage compartment to hold blasting caps to be used in quarry mining operations within Minnesota and neighboring states. Once materials are ordered, it will be transported out. No blasting will take place at this site location. This site will be inspected by Federal and State entities. Quick Supply Company began serving the construction industry in 1936 offering blasting services to limestone quarries throughout the Midwest. The leased area will be located within approximately 8 acres of a 38.75 acre tract in the NE ¼ NW ¼ in Section 5 of Lynn Township.

Lynn Township did not make written recommendation due to needing additional information to better understand the requested use. The Planning Advisory Committee unanimously recommended approval at their January 25, 2017 meeting with conditions. The ATF, (Bureau of Alcohol, Tobacco, Firearms and Explosives) have been notified. The County Sheriff's Office, County Highway Engineer, MN DNR, County Environmentalist, McLeod County Soil and Water Conservation District, and City and Township Clerks were notified. A letter of favorable recommendation dated December 15, 2016 by Cerro Gordo County Office, Sheriff Kevin Pal, was received at the January 25, 2017 Planning Commission public hearing. A Certificate of Liability Insurance by Quick Supply Company, Inc. providing \$11,000,000 in coverage was provided to the Zoning Office.

The conditions are as follows:

- 1) A secure gate shall be installed at the entrance for site safety and security.
- 2) There shall be a security fence placed at the perimeter of the storage containers with a secured entry.
- 3) "NO TRESPASSING" signs shall be posted.
- 4) Quick Supply Company shall name Hanson Demolition Landfill LLC on their Liability Insurance.
- 5) Applicant shall supply the Zoning Office with a copy of ATF inspections.
- 6) Emergency contact name and information shall be posted on entrance gate.
- 7) Applicant shall provide the Zoning Office with a site plan to ensure the use is not located within Floodplain or Shoreland boundaries.
- 8) Applicant shall notify the McLeod County Sheriff's Office and Hutchinson Fire Department.
- 9) Applicant shall obtain all other State, Federal and or local permits, as required.

12 COUNTY ADMINISTRATION

- Review of Commissioners Calendar
 - Commissioner reports of committee meetings attended since January 17, 2017.
- A. Consider approval to fill a full-time Public Health Nurse (grade 170) vacancy due to resignation. If no PHNs apply or are considered, recruit for a Registered Nurse (grade 160). This position does case management for PrimeWest.*
 - B. Consider approval to hire full-time Eligibility Worker (grade 15) due to resignation.*
 - C. Consider appointing Ryan Freitag, Soil and Water Conservation District Program Director, to serve until May 31, 2017 as the McLeod County ditch inspector at a rate of \$30/hour to be charged for work conducted on various ditches.*
 - D. Consider approval of Ryan Freitag, Soil and Water Conservation District Program Director, to serve until May 31, 2017 in the Environmental Services Department and charging for expenses only wetland related that exceed \$10,000 in cost.*
 - E. Consider approval of Assessment fees for 2017.*
 - F. Consider approval of Parks & Trails Committee members.*
 - G. Consider approval of per diems for citizen committee members.*
 - H. Consider approval for lunch at the February 14th meeting for Insurance Joint Powers Agreement meeting which will be held at the North Complex.*
 - I. Discussion regarding Committee appointments done by individual Commissioners.

OTHER

Open Forum
Press Relations

RECESS

Next board meeting February 21, 2017 at 9:00 a.m. at the Glencoe City Center.