

**JUNE 6, 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
JUNE 6, 2017**

1 9:00 CALL TO ORDER

PLEDGE OF ALLEGIANCE

2 9:03 CONSIDERATION OF AGENDA ITEMS*

3 9:04 CONSENT AGENDA*

- A. May 16, 2017 Meeting Minutes and Synopsis.
- B. May 12, 2017 Auditor's Warrants.
- C. May 19, 2017 Auditor's Warrants.
- D. May 22, 2017 Auditor's Warrants.
- E. May 26, 2017 Auditor's Warrants.
- F. Approve Confession of Judgment for Nicholas and Gina Rogosienski on Property ID 18.050.0170 in the City of Plato.
- G. Approve Confession of Judgment for Dora Mae Aanderud on Property ID 23.227.0040 in the City of Hutchinson.
- H. Approve Judicial Ditch #9 Change Order #1 in the amount of \$6,637.50 for Erosion Control Blanket and Riprap Class 3 (Quarried).
- I. Approve Judicial Ditch #9 Change Order #2 in the amount of \$3,300 to remedy bank failures and washouts by adding four (4) spill pipe outlets to collect the overland water flow before ditch bank erosion occurs.
- J. Approve Tentative Agreement for Teamsters Clerical Unit for 2017 – 2019.
- K. Approve Memorandum of Agreement with Teamsters Clerical for a pilot trial program to allow employees to work a flexible schedule.
- L. Approve Memorandum of Agreement with Teamsters Clerical for 2017 wage placement.
- M. Approve Tentative Agreement for MNPEA Deputy Unit for 2017 – 2019.
- N. Approve Memorandum of Agreement with MNPEA Deputy Unit for court cancellation.
- O. Approve Memorandum of Agreement with MNPEA Deputy Unit for drive time for training.
- P. Approve Tentative Agreement for MNPEA Communications/Corrections Unit for 2017 – 2019.
- Q. Approve Tentative Agreement for LELS Licensed Sergeants Unit for 2017 – 2019.
- R. Approve Tentative Agreement for LELS Non-Licensed Sergeants Unit for 2017 – 2019.
- S. Approve purchase of replacement copier for Social Services due to power surge damage to the point it would not be cost effective to try and repair. This will be covered by MCIT less the \$1,000 deductible.
- T. Adopt Resolution 17-CB-18 to authorize the submission of the Minnesota Snowmobile Trails Assistance Program Maintenance and Grooming Application for Fiscal Year 2017-2018.
- U. Approve McLeod County Public Health 2017 Southwest Initiative Foundation Grant Agreement that provides \$2,500 in funding to improve dental access for children in McLeod County through Children's Dental Services.
- V. Approve renewal of a Clinical Learning Experience Memorandum of Agreement between McLeod County Public Health and the State of Minnesota acting through its Board of

Trustees of the Minnesota State Colleges and Universities, on behalf of Minnesota State University Mankato and McLeod County Public Health.

- W. Approve Certificate of Amendment to Highway Right of Way plat 65. This amendment changes the Right of Way width from 80' to 60' for a portion of parcels 1 and 20. There is no cost associated with this amendment. This plat is related to SAP 43-603-031, County State Aid Highway 3 reconstruction north of Plato.
- X. Approve Conditional Use Permit JP17-C2 requested by Mr. Jamie Scharfencamp for an accessory building larger than 2,400 square feet on a property less than 10 acres in size within the Agricultural District located at 17258 Vale Avenue, Hutchinson, MN 55350, in Section 10 of Lynn Township. The Hutchinson Joint Planning Board unanimously recommended approval on May 17, 2017.
- Y. Approve Conditional Use Permit JP-C4 requested by Brandon Vik to operate hay sales and miscellaneous sales relating to used farm machinery and personal property on recently purchased 1.47 acre lot, formerly used by Hotovec Auction Services, located in Section 31 of Hutchinson Township.

The Hutchinson Joint Planning Board unanimously recommended approval, with conditions on May 17, 2017. The conditions are as follows:

1. No parking on State Highway 15
 2. Driveway needs to remain clear and shall not be blocked.
 3. There shall be no parking on the driveway during auction times.
 4. Proper snow removal contained to site.
 5. Removal of all sold and unsold items by 12pm Fridays of each week to ensure an aesthetically pleasing appearance to the property.
 6. Portable signage shall be placed on the edge of the road surface, with MnDOT approval, informing the traveling public of the sales event due to increases in traffic volume on days of business.
- Z. Approve 1-Lot Preliminary Plat to be known as "Maurer Heights" requested by Scott & Lorie Maurer. The existing Acre lot is adjacent to the existing platted "Cotter Addition". This plat will create a building eligibility to an existing lot and requires access from Underwood Avenue. This property is located in Section of Lynn Township. The Hutchinson Joint Planning Board unanimously recommended approval on May 17, 2017.
 - AA. Approve Conditional Use Permit 17-06 requested by Matt and Mandy Dammann for the placement of a second dwelling for the purpose of family care on an existing farmstead property owned by Delmer Schmidt.. There is an existing dwelling. A manufactured home is proposed to be moved on-site. This property is located at 8646 130th Street, Glencoe, in Section 35 of Rich Valley Township. Rich Valley Township unanimously recommended approval on May 10, 2017. The Planning Advisory Committee unanimously recommended approval on May 24, 2017 subject to the removal of the second farm dwelling within six months after it is no longer needed. If the permanent home would be removed, it would need to be removed within one year.
 - BB. Approve Conditional Use Permit 17-07 requested by Dustin & Erica Bentz for the replacement of an existing dwelling with a new structure, a manufactured home, for the purpose of continued family care on an existing building site. The access will continue to be a shared driveway. This property is located at 1769 182nd Street, Lester Prairie, 8.50 acre tract in Section 1 of Bergen Township.

Bergen Township unanimously recommended approval on April 12, 2017. The Planning Advisory Committee unanimously recommended approval on May 24, 2017 subject to the following conditions:

1. Applicant shall remove the manufactured home within six months after it is no longer needed.

2. Applicant shall stay out the zoned floodplain area.
 3. Applicant shall remove existing dwelling prior to construction of replacement dwelling.
- CC. Approve Conditional Use Permit 17-09 requested by Jeremy Pierson to construct an accessory structure to be greater than 2,400 square feet on a parcel less than 10 acres in size within the Agricultural District to be used for personal storage. The new structure will replace an existing shed. This property is located at 12677 Highway 7, Hutchinson MN, on a 4.41 acre tract in Section 6 of Rich Valley Township. The Board of Rich Valley Township unanimously recommended approval at their May 10, 2017 meeting. The Planning Advisory Committee unanimously recommended approval on May 24, 2017.
- DD. Approve Conditional Use Permit 17-10 requested by Daniel Steele to construct an addition onto an accessory structure to become 1,600 square feet in size. Along with other existing accessory structures the combined square footage exceeds the 2,000 square feet of floor area on a platted lot in the "R-I" Residential District. This property is located at Unicorn Court, Hutchinson, Heller's Addition Lot-004 in Section 3, Acoma Township. The Board of Acoma Township unanimously recommended approval on May 11, 2017. The Planning Advisory Committee unanimously recommended approval on May 24, 2017.
- EE. Approve Conditional Use Permit 17-11 requested by Jim Fahey of Fahey Equities, LLC for the cumulative placement of more than 1,000 cubic yards of fill when the fill is not being used to elevate a structure. This proposal will exceed placement of more than 1,000 cubic yards of fill in the Flood Fringe area of Buffalo Creek to elevate and level their existing parcel being used for exterior storage of items from the Auction/Sales Business, located within a 3.13 acres tract within the NW ¼ SE ¼ Section 18 of Helen Township.

The Board of Helen Township recommended approval on May 11, 2017. The Planning Advisory Committee unanimously recommended approval on May 24, 2017 with the following conditions:

1. Subject to approval based on recommendations by the DNR Area Hydrologist and Buffalo Creek Watershed Board.
 2. To stabilize shoreline erosion, applicant shall install riprap or silt fencing.
 3. Grading shall not have an adverse effect on neighboring properties.
 4. Applicant shall comply with all necessary local and State permits.
- FF. Approve Bob Wiehr of BW Gateway Holdings Inc. (Yamaha Motorsports) request to rezone an existing 3.60 acre tract from "A" Agricultural District to Industrial District in order to construct storage for inventory of boats, recreations vehicles and other equipment. This property is located at 14594 Hwy 7 E, Hutchinson, in Section 35 of Hutchinson Township. Hutchinson Township unanimously recommended approval on April 13, 2017. The Planning Advisory Committee unanimously recommended approval on May 24, 2017.

4 PAYMENT OF BILLS - COMMISSIONER WARRANT LIST*

5 9:05 ROAD AND BRIDGE – Engineer John Brunkhorst

- A. Consider approval of MnDOT Master Partnership Contract number 1028347 and corresponding Resolution 17-RB02-19 which allows MnDOT and the County to formally do work for each other.*

This is a renewal of previous agreements and will expire 6/30/2022.

- B. Consider approval of a Joint Powers Agreement with Carver County for work associated with SAP 43-603-030, County State Aid Highway 3 reconstruction north of Plato.*

This agreement formally allows McLeod County to do work on Carver County State Aid Highway 34 and be reimbursed from Carver County.

6 9:15 SHERIFFS DEPARTMENT – Emergency Services Director Kevin Mathews

- A. Consider approval to continue the Integrated Emergency Management Training course that will be starting June 29, 2017 and continuing until the spring of 2018.*

Most of the training will be held in McLeod County and concluding in spring 2018 with a two day course at Camp Ripley. Training will include county employees that will be working in the county Emergency Operations Center (EOC) during disasters. Training sessions will be scheduled about every 60 days.

7 9:20 INFORMATION TECHNOLOGY – Director Vince Traver

- A. Consider approval to purchase network equipment specified on the quote from CDW Government. Quote #HXVS170 on state contract for \$26,708.50.*

This network equipment is for the Jail and entry way remodel for network drops to allow computers, printers, and other items to receive communication on the McLeod County Network.

8 9:30 MCLEOD FOR TOMORROW – Board President Christy Christensen

- A. Consider approval of McLeod for Tomorrow non-profit plan.*

9 9:45 AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz Ford

- A. Consider approval of re-determination of benefits and damages on County Ditch No. 15A and appointment of Ditch Viewers.*

The drainage authority determined that the original benefits or damages do not reflect reasonable present day land values according to Minnesota Statute Chapter 103E, Section 103E.351. To begin the process to update the determination of benefits and damages for affected properties on County Ditch No. 15A in Commissioner Krueger's District No. 2, according to Minnesota Statute Chapter 103E, Section 103E.351. In addition, three viewers must be appointed. Suggested viewers include: Ron Ringquist of Redwood Falls, John Dotolo of Scandia, Brad Wick of Hutchinson, all who have worked as Ditch Viewers in McLeod County, Steven Wick of Hutchinson and John Cunningham of Dassel, who has worked as a Ditch Viewer in Meeker County. Viewers cannot be part of the ditch system nor have an interest in the system. The County Board of Commissioners as the Drainage Authority must approve the redetermination of benefits on County Ditch No. 15A in accordance with Minnesota Statute 103E.351.

- B. Consider approval of re-determination of benefits and damages on County Ditch No. 29 and appointment of Ditch Viewers.*

The drainage authority determined that the original benefits or damages do not reflect reasonable present day land values according to Minnesota Statute Chapter 103E, Section 103E.351. To begin the process to update the determination of benefits and damages for

affected properties on County Ditch No. 29 in Commissioner Shimanski's District No. 1 and Commissioner Krueger's District No. 2, according to Minnesota Statute Chapter 103E, Section 103E.351. In addition, three viewers must be appointed. Suggested viewers include: Ron Ringquist of Redwood Falls, John Dotolo of Scandia, Brad Wick of Hutchinson, all who have worked as Ditch Viewers in McLeod County, Steven Wick of Hutchinson and John Cunningham of Dassel, who has worked as a Ditch Viewer in Meeker County. Viewers cannot be part of the ditch system nor have an interest in the system. The County Board of Commissioners as the Drainage Authority must approve the redetermination of benefits on County Ditch No. 29 in accordance with Minnesota Statute 103E.351.

- C. Consider approval of 2017 Drainage Ditch Spraying Estimate #131 listing time and material costs as submitted by Central Applicators, Inc. and award of spraying jobs as detailed on 2017 Spraying McLeod County map to Central Applicators, Inc.*

10 10:00 PLANNING AND ZONING – Administrator Larry Gasow

- A. Consider approval to rezone approximately 13.75 acres of the former Hotovec Auction property from Agricultural to Fringe Commercial requested by Butch Hausladen and Jeremy Crosby. This property has been used as an agricultural and household sales service center for over the past half century. The current barn would be removed and a new storage building would be added to the front half of the property for cold storage. The east half of would be sold and utilized for a separate business. A new deed would be created to reflect the separate parcels (businesses) if approved. This property is located at 20404 Highway 15, Hutchinson, Section 30, Hutchinson Township and includes parcels 08.030.1800, 08.051.0250 and 08.030.0700. *

The Hutchinson Joint Planning Board unanimously recommended approval on May 17, 2017 with the condition that the driveway needs to remain clear and shall not be blocked.

- B. Consider approval of Conditional Use Permit JP17-C3 requested by Adam Kaping to operate a home occupation of a landscaping business to be known as "LandsKapings" in a building larger than 2,000 square feet and to employee more than 1 non-resident employee within the Agricultural District located in Section 30 of Hutchinson Township.*

The Hutchinson Joint Planning Board unanimously recommended approval, with conditions on May 17, 2017. The conditions are as follows:

1. The hours of operation shall be Monday - Friday from 5am to 7pm and 6am to 2pm on Saturdays. No driving of company vehicles into office until 6am.
 2. No open burning of brush brought in from job sites.
 3. An access permit is required from MnDOT to install a gravel driveway from Hwy 15 to east behind arborvitaes to the site of bunkers and proposed new structure.
- C. Consider tabled request from May 16th board meeting for Conditional Use Permit 17-08 requested by Northern Lines Contracting on property owned by Huepenbecker Land Holdings LLC, Jared Huepenbecker, for gravel mining and excavation to include crushing, recycling and stockpiling of concrete and bituminous material. The access is proposed off of State Highway 212 and sharing of the driveway, owned by Jared Huepenbecker. A silt fence will be installed around the perimeter to identify the border of the floodway. The restoration will be for wildlife purposes. This property is located in 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 of Commissioners tabled this request at their May 16, 2017 meeting until MnDOT had the opportunity to provide comment regarding State Highway 212 access. On May 23, 2017 Ms. Geralynn Vick, MnDOT District 8 Permits Supervisor, provided comment stating special conditions will not be required from MnDOT.

The Board of Helen Township recommended approval at their April 13, 2017 regular meeting. The Planning Advisory Committee recommended approval, with the following conditions, at their May 10, 2017 special meeting:

1. The hours of operation shall be 7:00 A.M. to 8:00 P.M. on Monday through Friday. Saturday hours shall be 7:00 A.M. to 12:00 P.M. or until 3:00 P.M. on an extreme need only. Applicant shall notify the Zoning Office when operating outside these hours.
2. Applicant shall contact and meet with the area Minnesota Department of Transportation regarding the traffic study as submitted to the zoning office prior to the May 16, 2017 County Board meeting.
3. Calcium chloride shall be applied on the haul route and driveway.
4. Applicant shall set markers to identify the floodway zone area.
5. Stockpiling shall be done at the Northwest corner of the pit area; there shall be no stockpiling or fill place within the floodplain or shoreland areas.
6. No wetland or floodplain impacts shall take place without prior approval from any agency with jurisdiction.
7. Applicant shall apply for a DNR Dewatering permit and abide by its conditions.
8. Applicant shall repair or replace any damaged drainage tile.
9. Tile that runs under State Highway 212 shall be cared for to ensure surface water drainage from neighboring properties and the platted area of Buffalo Highlands.
10. Applicant shall follow all DNR and FEMA setbacks and standards.
11. Properly placed "Trucks Hauling" signs shall be posted along State Highway 212 when trucks are hauling.
12. All processing machinery shall be stored outside Flood Fringe area. (Zone A, 100-year)
13. Wetland impacts shall be approved by Local Wetland Administrator or Local Government Unit.
14. All local, State, Federal and other agencies permits shall be obtained and maintained.
15. Applicant shall notify the Zoning Office for an inspection of the planned restoration of a 4:1 grade for wildlife purposes.

11 10:20 SOCIAL SERVICES – Director Gary Sprynczynatyk

- A. Consider approval of contract with Aveyron Homes to conduct "finger printing" as required.*

12 COUNTY ADMINISTRATION

- Review of Commissioners Calendar
 - Commissioner reports of committee meetings attended since May 16, 2017.
- A. Consider approval of May 9, 2017 Personnel Committee Recommendations.*
 - B. Consider approval of May 12, 2017 Budget Committee Recommendations.*
 - C. Consider approval to fill a full-time Technical Specialist I vacancy in the Sheriff's Department (grade 130) due to promotion.*
 - D. Consider approval of the McLeod, Sibley, and Trailblazer Self-Insurance Pool Joint Powers Agreement.*
 - E. Consider approval to designate a McLeod County representative to the McLeod/Sibley/Trailblazer Joint Powers Board.*

- F. Consider approval of budget targets for County departments and outside agencies.*
- G. Consider approval of 2018 budget timeline.*
- H. Consider approval to purchasing 300 training certificates for County employees through Lynda.com and Minnesota Counties Computer Consortium at an expense of \$10,300.*
- I. Consider approval for fee schedule Public Hearing on 7/18 at 9:30 a.m.*
- J. Discussion regarding McLeod County committee structures, i.e. chair, vice chair, etc.

OTHER

Open Forum
Press Relations

RECESS

Next board meeting (Board of Appeals) June 12, 2017 at 6:00 p.m. at the Glencoe City Center.