

**MARCH 21, 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
MARCH 21, 2017**

1 9:00 CALL TO ORDER

PLEDGE OF ALLEGIANCE

2 9:03 CONSIDERATION OF AGENDA ITEMS*

3 9:08 CONSENT AGENDA*

- A. March 7, 2017 Meeting Minutes and Synopsis.
- B. March 3, 2017 Auditor's Warrants.
- C. March 10, 2017 Auditor's Warrants.
- D. March 13, 2017 Auditor's Warrants.
- E. Approve Confession of Judgment for Bryan P. Larson on Property ID 23.050.5000 in the City of Hutchinson.
- F. Approve Confession of Judgment for Santiago R & Andrea M Martinez on Property ID 22.060.4720 in the City of Glencoe.
- G. Approve Confession of Judgment for John P. Thompson on Property ID 23.050.1610 in the City of Hutchinson.
- H. Approve Confession of Judgment for Bruce M & Lori J Dahl on Property ID 21.088.0330 in the City of Winsted.
- I. Approve Tentative Agreement for MNPEA Communication Officer/Correctional Officer Unit for 2017 – 2019.
- J. Approve an application and permit for a 2 day temporary on-sale liquor license for Hutchinson Center for the Arts for the Minnesota Pottery Festival for their event being held on July 29-30, 2017 on the grounds of Clay Coyote Pottery & Gallery, 17614 240th St., Hutchinson, MN.
- K. Approve agreement with the State of Minnesota DNR to operate the annual Sheriff's Boat and Water Safety Program. This grant allows the Sheriff's Office to continue its annual Boat and Water Safety Program. This is a matching fund grant not to exceed \$3,375.00.
- L. Approval for the renewal of Consumption & Display Permit for Brownton Rod and Gun Hunt Club Inc. in Brownton from April 1, 2017 through March 31, 2018.
- M. Consider out of state travel for Highway Engineer to attend the National Local Technology Assistance Program (LTAP) annual conference July 17-20, 2017 in Norfolk, VA. All costs are covered by the MN Local Road Research Board (LRRB). The Highway Engineer is currently a member of the Research Implementation Committee (RIC) of the LRRB. The LRRB sends members to research related conferences and activities to bring back ideas that may be worthwhile implementing in MN.
- N. Adopt Resolution 17-CB-10 Operational Enhancement Grant Program in the amount of \$10,000 to be used for unbudgeted outreach. The Minnesota State Legislature has established annual enhancement grants to augment the normal operating budgets of the county veterans service office to improve outreach to the county's veteran population; assist in the re-integration of combat veterans into society; enhance collaborate with other social service agencies or community organizations and to reduce homelessness among veterans.

4 PAYMENT OF BILLS - COMMISSIONER WARRANT LIST*

5 9:05 CONTEGRITY – Construction Manager Sam Lauer

- A. Construction Update.

6 9:10 HUMAN RESOURCES – Director Mary Jo Wieseler

- A. Consider recommendations from the March 14, 2017 Personnel Committee. Agenda items: *
1. Discuss positions for Solid Waste: Summer Worker/HHW Intern, Truck Driver and Recycling Operator.
 2. Discuss working out of class in Environmental Services and Solid Waste.
 3. Discuss Social Worker vacancy for Tri-Star ACT Team due to resignation.
 4. Discuss Technical Specialist I position in Assessor's Office.
 5. Discuss Summer Worker for Assessor's Office.

7 9:15 SOLID WASTE – Interim Director Sarah Young

- A. Consider approval to set a minimum quarterly commercial rebate threshold, for cardboard and current newsprint generators, at \$50.00/quarter.*

Any quarterly rebate totals which do not meet a \$50.00 value, will not be reimbursed. This will reduce annual costs associated with commercial collection service by an estimated \$ 1,500.00. Recommendation to make effective on April 1, 2017 (the first day of the 2nd quarter 2017).

8 9:20 AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz Ford

- A. Consider re-approval of the purchase of a Check Imaging System (Digital Check Processing) from Girard's Business Solutions, Inc. (Burnsville, MN) for the amount \$13,028.00 (includes software, hardware, professional services and first year maintenance agreement) with funding coming from the Recorder's Compliance Account.*

The Compliance Committee has approved the purchase. March 18, 2014 the County Board approved the purchase for a Check Imaging System (Digital Check Processing) from Girard's Business Solutions, Inc. for the amount \$14,883.00. This was to help with electronic scan and process tax collection payments with an interface to the property tax system. However, after approval, it was determined that the interface was not allowed by Xerox (the property tax system vendor). With this knowledge the Auditor-Treasurer made the decision not to purchase the equipment until Xerox would allow an interface. If the Auditor-Treasurer moved forward in 2014 with the purchase, it would not have seen the efficiency in the workload that was hoped for, and in fact this would have increased the workload for the office. However, recently the interface enhancement has been approved and installed to the tax system by Xerox, so efficiencies will now be improved with the purchase.

- B. Public notification, McLeod County will host the annual cross-county Joint Ditch meeting on April 13, 2017 at 9:30 a.m., location McLeod County North Complex, 2391 Hennepin Avenue North, Glencoe, MN for the purpose to review and approve 2016 Joint Ditch expenditures and to discuss future Joint Ditch projects with Commissioners, Drainage Inspectors, County Auditors and staff from the following counties; Carver, Meeker,

- Renville, Sibley and Wright. This public notification is for the open meeting law, as we may potentially have a quorum of Commissioners from McLeod County at this meeting.
- C. Consider setting Public Hearing of the Ditch Authority on County Ditch #11.*

9 9:30 NEW CENTURY AND NEW DISCOVERY CHARTER SCHOOLS – Landlord Jim Fahey

- A. Consider adoption of Resolution 17-CB-11 to support the passage of Minnesota House File HF2403 and Minnesota Senate File SF2041 with regard to amending Minnesota statute section 272.02 subdivision 42 the real estate tax exemption to include property that is privately held and rented to Public Charter Schools.*

10 9:35 UNIVERSITY OF MINNESOTA – Senior Economic Impact Analyst Brigid Tuck

- A. Consider approval to sponsor McLeod County Economic Vitality Meeting to be held in Glencoe on Thursday, April 20th at 6:30 pm.*

11 9:50 MEDICAL EXAMINER'S OFFICE – Chief Medical Examiner Dr. A. Quinn Strobl

- A. 2016 McLeod County Medical Examiner's Annual Report.

12 COUNTY ADMINISTRATION

- Review of Commissioners Calendar
 - Commissioner reports of committee meetings attended since March 7, 2017.
- A. Consider recommendations from the March 10, 2017 Personnel Committee. Agenda items: *
1. Discussion regarding Court Administration's request to upgrade audio in Courtroom #2 at a cost of \$33,980.99.
 2. Discussion regarding the 2017 per diem rate for citizen Committee members.
 3. Recognition awards and cost of a speaker.
 4. Consider requests from Probation employees for cell phone reimbursement.
- B. Consider adoption of Resolution 17-CB-12 to set citizen committee member per diem at \$50 and \$100.*
- C. Consider approval to fund facility rental and food in an amount not to exceed \$1,000 - \$1,500 for the McLeod County Economic Vitality Meeting to be held in Glencoe on Thursday, April 20th at 6:30 pm.*
- D. Consider an extension on the 90 day timeline for allowing Sibley County to be the claims processing agent in place of Minnesota Counties Intergovernmental Trust (MCIT) with Roxy Traxler as the Administrator.
- E. Consider approval to paying for drinks and cookies at March 10 workshop with the City of Hutchinson in the amount of \$43.62.*
- F. Authorize Board Chair to sign Safe and Secure Courthouse Initiative Grant Program for possible funding.
- G. Consider appointment of Commissioner to the updated McLeod Sibley Trailblazer Self-insured Health Insurance Board.*
- H. Consider approval of proposed April 4th Workshop.*
- I. Discussion on Student Government Day being held on Tuesday, April 4th at the Lester Prairie City Hall.

OTHER

Open Forum
Press Relations

RECESS

Next board meeting April 4, 2017 at 9:00 a.m. at the Lester Prairie City Hall.