

**SEPTEMBER 26, 2017  
MCLEOD COUNTY  
BOARD MEETING WILL  
BE HELD AT  
THE GLENCOE CITY  
CENTER  
1107 11<sup>TH</sup> STREET  
GLENCOE, MN**

**McLEOD COUNTY  
BOARD OF COMMISSIONERS  
PROPOSED MEETING AGENDA  
SEPTEMBER 26, 2017**

**1      9:00    CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

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

**3      9:04    CONSENT AGENDA\***

- A. Approve Memorandum of Agreement with MNPEA Communications/Corrections Unit who will receive a \$.10) per hour increase for hours worked in exchange for deletion of the current language of Section 23.4 providing free meals.
- B. Approve agreement between McLeod County Public Health and Heidi Tydlacka, RN, PHN, to retain the services of a competent and qualified Women, Infants, and Children (WIC) Public Health Nurse on a temporary full-time schedule basis to assist McLeod County Public Health in providing WIC and Public Health services between October 2, 2017 and December 31, 2017. On September 19, 2017, The McLeod County Board approved hiring a temporary full-time contracted Public Health Nurse through the end of 2017 in order to cover duties and WIC clinic hours as a result of the resignation of a full-time McLeod County dietitian, until the Meeker-McLeod-Sibley Community Health Board can determine ongoing needs for the WIC Program. Funds to cover this position are included in the 2017 Public Health budget and will be at a lower cost than a regular full-time employee due to not having to provide health insurance and fringe benefits.

**4      9:05    AUDITOR-TREASURER – Auditor-Treasurer Cindy Schultz Ford**

- A. Consider approval of the 2018 preliminary levy.\*

County Board is required to set the preliminary levy on or before September 30, 2017.

**5                CLOSED MEETING**

- A. Discuss Jungclaus property located at 520 Chandler Avenue in Glencoe.

**OTHER**

Open Forum  
Press Relations

**RECESS**

Next board meeting October 3, 2017 at 9:00 a.m. at the Glencoe City Center.

## MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between McLeod County (hereafter "County") and Minnesota Public Employees Association (hereafter "Union"), representing employees in the classification of Communication Officers.

**WHEREAS**, the County and the Union are parties to a collective bargaining agreement effective December 27, 2016 through December 21, 2019; and

**WHEREAS**, Article 23.4 of the current collective bargaining agreement provides that meals shall be provided to Communication Officers at no cost, specifically lunch and dinner; and

**WHEREAS**, the Jail facility is currently undergoing remodel and will be relocated making it difficult to deliver meals;

**NOW THEREFORE**, the parties hereby agree as follows:

1. Effective October 1, 2017 Communication Officers will receive a (ten cent) \$.10 per hour increase for hours worked in exchange for deletion of the current language of Section 23.4 providing free meals.

2. The (ten cent) \$.10 per hour increase shall not be considered part of the employee's base pay when calculating the percentage increase for general adjustments, range movement and/or promotions.

3. This Memorandum of Agreement represents a complete and total agreement between the parties.

26<sup>th</sup> AND WITNESS WHEREOF, the parties have hereto executed this Agreement, this day of Sept., 2017.

**COUNTY OF MCLEOD**

\_\_\_\_\_  
Pat Melvin, County Administrator

\_\_\_\_\_  
Joe Nagel, County Board Chair

**MINNESOTA PUBLIC EMPLOYEES  
ASSOCIATION**

  
\_\_\_\_\_  
Joe Ditsch, Business Agent/Attorney

  
\_\_\_\_\_  
Communication Officer Steward

## AGREEMENT

THIS AGREEMENT entered into on the 2<sup>nd</sup> day of October 2017 through December 31, 2017 by and between McLeod County Public Health and Heidi Tydlacka, RN, PHN.

WHEREAS, McLeod County Public Health desires to retain the services of a competent and qualified Women, Infants, and Children (WIC) Public Health Nurse on a full time schedule basis to assist McLeod County Public Health in providing WIC services and public health services; and

WHEREAS, Heidi Tydlacka is a Registered Nurse and Public Health Nurse, licensed to practice in the State of Minnesota and desires to provide professional services, upon request, according to the terms herein;

THEREFORE, the parties agree as follows:

1. The Public Health Nurse will be licensed and certified to practice as a Registered Nurse and Public Health Nurse in the State of Minnesota and furnish evidence of such to McLeod County Public Health prior to the start of the contracted period, and to be maintained throughout the duration of the contracted period in acceptable standing.
2. The Public Health Nurse must successfully pass a criminal and motor vehicle background check prior to the start of the contracted period. If, during the contracted period of hire, there are any criminal and/or motor vehicle convictions, violations, suspensions and/or revocations that prevent or disqualify the Public Health Nurse from being able to fulfill the duties of this contract, McLeod County Public Health has the right to terminate this agreement immediately.
3. The Public Health Nurse will have no past, current or pending disciplinary action with the Minnesota Board of Nursing. If, during the contracted period of hire, McLeod County Public Health or McLeod County is made aware of any previously undisclosed disciplinary action with the Minnesota Board of Nursing, McLeod County Public Health has the right to terminate this agreement immediately.
4. The Public Health Nurse agrees to perform those services described in attached McLeod County Public Health Nurse Job Description when assigned to do so by McLeod County Public Health. In event such job descriptions are amended at any time during the term of this Agreement, the Public Health Nurse agrees to abide by the job description and to fulfill the duties set forth therein.
5. The Public Health Nurse agrees to provide those services described in the attached Job Description with the scope and limitations set forth in McLeod County Public Health and Minnesota WIC policies, and shall be supervised by the McLeod County Public Health Director and McLeod County Public Health Family Health Supervisor.
6. It is understood by the parties that McLeod County Public Health will establish policies and procedures of the agency.
7. The Public Health Nurse agrees to participate, on request, in conferences for the purpose of health service planning and other matters as appropriate.

8. The Public Health Nurse agrees to submit to McLeod County Public Health and the Community Health Services (CHS) Director reports on services provided and in the form required.
9. The Public Health Nurse agrees to perform the services at the employee compensation rate of \$32.00 per hour, as set forth by the McLeod County Board, for actual hours worked. The Public Health Nurse will not receive holiday pay and is not eligible for paid sick or vacation leave. The Public Health Nurse will not receive fringe and healthcare benefits. The Public Health Nurse agrees to work all scheduled shifts within reason, and any overtime or additional hours as requested within reason. Any unscheduled time off must be reviewed with the Public Health Nurse's Supervisor.
10. The Board agrees to reimburse the Public Health Nurse for travel on work related duties within the scope of the Agreement at the mileage rate set forth by the McLeod County Board. Such mileage reimbursement shall be for those miles driven from the office designated to assigned work and back to the office on the reasonable direct route available.
11. McLeod County Public Health, through the McLeod County Fiscal Officer, agrees to pay wages to the Public Health Nurse and reimburse the Public Health Nurse for expenses on a bi-weekly basis. Such allowable expenses as outlined in the McLeod County Personnel Policy shall include meals, parking expenses, lodging, pamphlets, pre-registrations; books and administration related expenses. All incurred expenses shall require a receipt or copy of a personal check and meeting/class schedule prior to reimbursement.
12. This Agreement shall be in force and effect as of October 2nd, 2017 and shall remain in force and effect until December 31, 2017.
13. While providing the services contemplated under this Agreement, the Public Health Nurse agrees to comply with all Federal, State and Local Laws and all applicable rules, regulations, or standards established by any agency of such governmental units of McLeod County which shall be the obligation of the Public Health Nurse to apply for, pay for, and obtain all permits and/or licenses required by the governmental agency for the provision of these services. The Public Health Nurse agrees to not discriminate against services. The Public Health Nurse agrees to not discriminate against any designated patient in the provision of service based upon race, creed, religion, sex, or national origin.
14. McLeod County Public Health or the Public Health Nurse may terminate this Agreement without cause upon giving 30 days written notice.
15. The Public Health Nurse agrees not to hire, employ, or enlist the service of any other person to perform or assist in the performance of services under this Contract.
16. The Public Health Nurse shall be deemed an employee of McLeod County. The Public Health Nurse will be entitled to any of the rights, privileges, and benefits as set forth in Federal and State laws and regulations. Any and all claims that may arise against the Public Health Nurse as a consequence of any act or omission on the part of the Public Health Nurse shall in no way be the obligation or responsibility of McLeod County Public Health or McLeod County but shall be the sole responsibility of the Public Health Nurse.
17. The Public Health Nurse further agrees to defend, save and hold harmless McLeod County from any claims, demands, actions or causes of actions rising out of any act or omission on the part of the Public Health Nurse in the performance of, or with part of, or with relation to, any of the work or services provided to be performed or furnished by the

Public Health Nurse under the terms of this Agreement, except if due to the negligence on the part of McLeod County or one of its employees.

18. This Agreement may be changed by written agreement of the parties.
19. It is understood that McLeod County Public Health assumes no obligation to purchase any services from the Public Health Nurse or to refrain from contracting with others for the provision of similar or identical services.
20. This Agreement, as well the attached Job Description, which are attached hereto and incorporated herein by reference, shall constitute the entire Agreement between McLeod County Public Health and the Public Health Nurse and shall supersede all prior oral or written negotiations.
21. The Public Health Nurse will maintain a valid driver's license, automobile insurance and furnish proof of such to McLeod County Public Health. The Public Health Nurse will maintain his/her own vehicle.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed.

\_\_\_\_\_  
Chair of McLeod County Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jennifer Hauser,  
McLeod County Public Health Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Heidi Tydlacka, RN, PHN

\_\_\_\_\_  
Date

**MARKET VALUE AND TAX CAPACITY COMPARISON**

	<b><u>Final 2014</u></b>	<b><u>Final 2015</u></b>	<b><u>Final 2016</u></b>	<b><u>Final 2017</u></b>	<b><u>Proposed 2018</u></b>	<b><u>Difference Between 2017 &amp; 2018</u></b>	
<b>Taxable Market Value</b>	3,428,866,500	3,807,159,900	3,897,475,300	3,808,974,200	3,835,062,100	26,087,900	<b>0.68%</b>
<b>Total Net Tax Capacity</b>	32,954,811	35,892,128	36,750,138	36,767,651	37,615,502	847,851	<b>2.31%</b>
<b>Tax Increment Financing</b>	402,887	393,584	432,179	433,306	340,726	(92,580)	<b>-21.37%</b>
<b>Local Taxable Tax Capacity</b>	32,551,924	35,498,544	36,317,959	36,334,345	37,274,776	940,431	<b>2.59%</b>
<b>JOBZ Net Tax Capacity</b>	361,597	364,531	301,042	0	0	0	
<b>Local Tax Rate</b>	56.497%	51.761%	51.986%	51.724%	0.000%	0.000%	<b>0.00%</b>

# McLeod County Budget Summary Report

## (Fund Totals Only)

	2017 Revised Budget	2018 Proposed Budget	Budget Difference	% Difference
<b>Total General Revenue Fund</b>				
Revenues	17,432,691	17,287,456	(145,235)	-1%
Expenditures	(17,804,169)	(17,736,134)	(68,035)	0%
Net	(371,478)	(448,678)		
<b>Total Road &amp; Bridge Fund</b>				
Revenues	10,040,653	12,387,397	2,346,744	23%
Expenditures	(10,134,371)	(12,777,446)	2,643,075	26%
Net	(93,718)	(390,049)		
<b>Total Social Services Fund</b>				
Revenues	9,437,857	10,961,712	1,523,855	16%
Expenditures	(9,998,405)	(12,118,820)	2,120,415	21%
Net	(560,548)	(1,157,108)		
<b>Total Special Revenue Fund</b>				
Revenues	1,240,718	1,439,911	199,193	16%
Expenditures	(1,166,827)	(1,263,229)	96,402	8%
Net	73,891	176,682		
<b>Total Debt Service Fund</b>				
Revenues	1,302,052	1,293,601	(8,451)	-1%
Expenditures	(1,261,951)	(1,240,051)	(21,900)	-2%
Net	40,101	53,550		
<b>Subtotal</b>				
Revenues	39,453,971	43,370,077	3,916,106	10%
Expenditures	(40,365,723)	(45,135,680)	4,769,957	12%
Net	(911,752)	(1,765,603)	(853,851)	
<b>NON-LEVY FUNDS</b>				
<b>Total Solid Waste Fund</b>				
Revenues	4,034,067	3,760,981	(273,086)	-7%
Expenditures	(5,204,831)	(4,325,164)	(879,667)	-17%
Net	(1,170,764)	(564,183)		
<b>Total Capital Projects Fund</b>				
Revenues	0	0	0	0%
Expenditures	(1,385,250)	(644,300)	740,950	53%
Net	(1,385,250)	(644,300)	740,950	
<b>Grand Total</b>				
Revenues	43,488,038	47,131,058	3,643,020	8%
Expenditures	(46,955,804)	(50,105,144)	3,149,340	7%
Net	(3,467,766)	(2,974,086)	493,680	



<b>2018 Property Tax Levy Options for Consideration</b>
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-----2017 Information-----

2017 Final Levy	\$19,733,264	2017 Tax Rate	54.593%
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-----2018 Proposed Options-----

**Levy Options for County Board of Commissioners to Consider for 2018 Proposed Tax Levy**

10% Levy increase would generate	\$1,973,326	Proposed Tax Rate	58.501%	\$21,706,590
7% Levy increase would generate	\$1,381,328	Proposed Tax Rate	56.913%	\$21,114,592
5% Levy increase would generate	\$986,663	Proposed Tax Rate	55.854%	\$20,719,927
3.5% Levy increase would generate	\$690,664	Proposed Tax Rate	55.060%	\$20,423,928

## McLeod County Gross Tax Levy Comparison - Payable 2008 to Proposed 2017

Funds	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
<b>Revenue</b>	8,970,945	9,255,727	9,686,526	9,127,032	9,627,032	9,627,032	9,627,032	9,704,767	10,198,063	11,365,342
<b>Road &amp; Bridge</b>	3,041,515	3,332,097	3,332,097	3,332,097	3,262,097	3,262,097	3,262,097	3,262,097	3,262,097	3,262,097
<b>Human Services</b>	3,955,319	4,245,901	4,245,901	4,245,901	3,809,343	3,807,076	3,807,076	3,807,076	3,837,076	3,837,076
<b>Trailblazer Transit</b>	0	0	0	0	407,600	409,867	409,867	295,000	265,000	50,000
<b>Pioneerland Library</b>	172,734	179,848	187,513	187,513	187,513	187,513	187,513	187,513	194,217	194,217
<b>Capital Impr Plan</b>	294,418	293,105	1,393,835	1,401,042	0	0	0	492,260	444,819	437,259
<b>Capital Equip Notes</b>	0	0	0	0	0	0	0	287,542	269,745	264,705
<b>Capital Projects</b>	1,000,000	1,000,000	0	0	1,000,000	1,000,000	1,000,000	257,330	322,568	322,568
<b>Total</b>	17,434,931	18,306,678	18,845,872	18,293,585	18,293,585	18,293,585	18,293,585	18,293,585	18,793,585	19,733,264
Percent of Increase or Decrease over Previous Year	-3.8%	5.0%	2.95%	-2.93%	0.00%	0.00%	0.00%	0.00%	2.73%	5.00%

### McLeod County Gross Tax Levy Chart Payable 2008 to Proposed 2017

