

Le Sueur County Board of Commissioners Meeting



Le Sueur County Government Center, 88 South Park Avenue, Le Center, MN 56057

Commissioners: Steven Rohlfig, Chair; Dave Gliszinski, John King, Danny O'Keefe, Lance Wetzel

Tuesday, January 4, 2022 at 9 a.m. / Commissioner's Board Room

Meeting Agenda

1. WebEx Meeting Information - January 4, 2022

Documents:

[LE SUEUR COUNTY BOARD ROOM INVITES YOU TO JOIN THIS WEBEX MEETING 1-4-22.PDF](#)

2. 9:00 A.M. Call The Le Sueur County Board Of Commissioners Meeting To Order
3. Pledge Of Allegiance
4. 9:00 A.M. Board Reorganization (10 Min)
 1. Election of 2022 Board Chair
 2. Election of 2022 Board Vice-Chair
 3. 2022 Board Photos

Documents:

[BOARDREORGANIZATION_2022.PDF](#)

5. Agenda Review And Approval
6. Consent Agenda Review And Approval
 1. December 28, 2021 Board Minutes & Board Summary Minutes

Documents:

[DECEMBER 28, 2021 BOARD MINUTES.PDF](#)
[DECEMBER 28, 2021 BOARD SUMMARY MINUTES.PDF](#)

7. 9:12 A.M. Public Open Forum
Note: This opportunity is reserved for private citizens only - not employees, unions or other organized groups funded by or associated with Le Sueur County. There is a three minute time limit per person to discuss topics that are not already on the meeting agenda for the day. The Board will not take action at the time of the presentation, but will direct County staff to respond appropriately to issues raised by citizens.

8. 9:15 A.M. Claims (5 Min)
 1. Human Services Claims
 2. 2021 EOY Claims
9. 9:20 A.M. Shayne Bender, County Assessor (5 Min)
 1. 2021 Clerical Abatements and Additions to the Tax Rolls Annual Report
10. 9:25 A.M. Jeff Neisen, IT Director (10 Min)
 1. 2022 PC/Laptop Purchase
11. 9:35 A.M. Megan Kirby, Public Health Director (10 Min)
 1. COVID/Public Health Update

Documents:

[CERTIFICATE OF APPRECIATION JUDY LLYOD 12-29-21.PDF](#)

12. 9:45 A.M. Cindy Westerhouse, Human Resources Director (10 Min)

Documents:

[JAN 4 HR AGENDA.PDF](#)

13. 10:00 A.M. Open Bids For 2022 Legal Newspaper (5 Min)
14. Commissioner Committee Reports
15. Future Meetings

Documents:

[JAN 4 FUTURE MEETINGS.PDF](#)

16. Adjourn

17. 10:30 A.M. Broadband: Discussion On Funding Opportunities And RDOF With Senator Draheim
 1. What we know about federal funding that will come to States for broadband
 2. What we know about state funding that will be available to providers and counties
 3. RDOF challenges



Le Sueur County Board Room invites you to join this Webex meeting.

Tuesday, January 4, 2022

9:00 a.m. | (UTC-05:00) Central Time (US & Canada) | 2 hrs 30 mins

Please copy and paste this link into a web browser to connect to the meeting:

<https://lesueurcounty.webex.com/lesueurcounty/j.php?MTID=mbd3a7dc8ed1d22fca68bff729d3fa7c7>

Meeting number (access code): 2485 533 8914

Meeting password: 0104CountyBoard

Tap to join from a mobile device (attendees only)

[+1-408-418-9388,24855338914###](tel:+1-408-418-9388,24855338914###) United Toll States

Join by phone

+1-408-418-9388 United States Toll

[Global call-in numbers](#)

Join from a video system or application

Dial [24855338914@lesueurcounty.webex.com](tel:24855338914@lesueurcounty.webex.com)

You can also dial 173.243.2.68 and enter your meeting number.

Need help? Got to: <http://help.webex.com>

Le Sueur County Board Reorganization

Administrator Martin calls the 2022 Le Sueur County Board of Commissioners to Order.

Administrator Martin then calls for nominations for Chairman. (3 Times)

Commissioner _____, seconded by Commissioner _____
nominates Commissioner _____ for Chairman.

On motion by _____, seconded by _____ and unanimously
approved, nominations cease and the Secretary is instructed to cast a unanimous ballot for
_____, the 2022 Board Chair.

Administrator Martin hands over the gavel to the Board Chair.

The Board Chair then calls for nominations for Vice Chair. (3 Times)

Commissioner _____, seconded by Commissioner _____
nominates Commissioner _____ for Vice Chairman.

On motion by _____, seconded by _____ and unanimously
approved, nominations cease and the Secretary is instructed to cast a unanimous ballot for
_____, the 2022 Board Vice Chairman.

**Minutes of Le Sueur County Board of Commissioners Meeting
December 28, 2021**

The Le Sueur County Board of Commissioners met in regular session on Tuesday, December 28, 2021 at 9:00 a.m. in the Government Center at Le Center, Minnesota. Those members present were: Dave Gliszinski, Danny O’Keefe, Steve Rohlfing and Lance Wetzel. John King joined remotely. Also present were Joe Martin, Brent Christian and Pam Herrmann.

On motion by O’Keefe, seconded by Wetzel, and approved via roll call vote 5 to 0, the Board approved the agenda for the business of the day.

On motion by Wetzel, seconded by Gliszinski, and approved via roll call vote 5 to 0, the Board approved the consent agenda:

- December 21, 2021 Board Minutes and Board Summary Minutes

Aaron Stubbs, Planning and Zoning Administrator came before the Board with two items for approval.

On motion by O’Keefe, seconded by Gliszinski, and approved via roll call 5 to 0, the Board granted a Conditional Use Permit to **MALISSA RADANKE, PRIOR LAKE, MN, (APPLICANT); JEANETTE RADANKE, PRIOR LAKE, MN, (OWNER)** to allow grading, excavating and filling of approximately 5 cubic yards in the bluff to repair/replace existing stairs and walkways in a Recreational Residential “RR” District of Lake Jefferson, a Recreational Development “RD” lake. The subject property is located on Lots 22 & 23 of the Tomahawk Point subdivision, located in Section 4 of Washington Township. The application was approved as written.

On motion by Gliszinski, seconded by Wetzel, and approved via roll call 5 to 0, the Board granted a Conditional Use Permit to **DAVID WENDELSCHAFFER ETAL, CLEVELAND, MN, (APPLICANT\OWNER)** to allow the applicant to establish a 6-lot Preliminary Plat to be known as Lakeview Estates in a Recreational Residential “RR” Shoreland District and a Special Protection “SP” Shoreland District, Lake Jefferson, a Recreational Development “RD” lake. Property is located in Government Lots 2 & 3, Section 3, Cleveland Township and Government Lot 1, Section 34 Cleveland Township. The application was approved as written.

Jeff Neisen, IT Director came before the Board with several items.

On motion by Gliszinski, seconded by O’Keefe, and approved via roll call 5 to 0, the Board approved the Mitel Standard Software Assurance Renewal Agreement through Marco for \$4,580.10 from 12/31/21 – 12/30/22.

On motion by O’Keefe, seconded by Wetzel, and approved via roll call 5 to 0, the Board approved the SHI Veeam Support Virtual Backup & Replication Enterprise Agreement for 3 years at \$20,910.00.

On motion by Wetzel, seconded by King, and approved via roll call 5 to 0, the Board approved the KnowBe4 Security Awareness Training/Subscription with SHI for 3 years at \$14,382.00.

Dave Tiegs, County Engineer came before the Board with several items for approval.

On motion by Wetzel, seconded by O’Keefe, and approved via roll call 5 to 0, the Board approved the Municipal Maintenance Agreements for the Municipalities of Cleveland, Elysian, Kasota, Le Center, Le Sueur, Montgomery and Waterville. Municipal Maintenance Agreements pay each municipality \$7,310.72 per mile of County State Aid roadway maintained at a total cost of \$165,002.95.

On motion by O’Keefe, seconded by Wetzel, and approved via roll call 5 to 0, the Board approved the purchase of a 2023 Mack Tandem Axle Cab & Chassis from NUSS Truck & Equipment for \$129,971.00.

On motion by Wetzel, seconded by Gliszinski, and approved via roll call 5 to 0, the Board approved the purchase of a Towmaster Plow Body and Accessories for \$138,061.00 from Towmaster Truck Equipment.

On motion by O’Keefe, seconded by King, and approved via roll call 5 to 0, the Board approved the purchase of a 2023 GMC Sierra 2500 Pickup from North Country GM for \$35,623.55.

On motion by Wetzel, seconded by Gliszinski, and approved via roll call 5 to 0, the Board approved the purchase of an 84” Skid-Steer Rotary Mower and Forestry Door Kit from Bobcat of Mankato for \$17,273.15.

On motion by O’Keefe, seconded by King, and approved via roll call 5 to 0, the Board approved the Rental of CASE IH MAXXUM Tractor from Minnesota Ag Group of Northfield for \$14/hour rental rate.

Joe Martin, County Administrator came before the Board with several items for approval.

On motion by Wetzel, seconded by Gliszinski, and approved via roll call 5 to 0, the Board approved the Economic Development Contract with Region 9 from January 1, 2022 – June 30, 2022 for up to 16 hours of work on a weekly basis at no cost, but the County will provide compensation and expenses for travel reimbursement, registration fees, outside consultant time, and other expenses as approved by the County Administrator. These costs will not exceed \$25,000.

On motion by O’Keefe, seconded by Wetzel, and approved via roll call 5 to 0, the Board adopted the following resolution setting the 2022 mileage reimbursement rate:

BE IT RESOLVED: That the Le Sueur County Board of Commissioners hereby sets the mileage reimbursement for Le Sueur County Employees to be the Federal IRS mileage at 58.5 cents per mile and 2 cents per mile additional for those Water Patrol Officers while pulling a water patrol boat for the year 2022.

On motion by King, seconded by Gliszinski, and approved via roll call 5 to 0, the Board adopted the 2022 Per Diem Rate:

BE IT RESOLVED: That the Le Sueur County Board of Commissioners hereby sets the 2022 Per Diem at \$75.00 per half day and \$100.00 per full day, effective January 1, 2022 for all per diems.

On motion by O’Keefe, seconded by Wetzel, and approved via roll call 5 to 0, the Board set the 2022 Per Diem Eligible Committees as follows:

2022 PER DIEM ELIGIBLE COMMITTEES

1 Watershed 1 Plan, Airport Commissions, AMC & All AMC Policy Committees, Annual Township Meeting, Cannon River Matters, EMS Joint Powers, Extension, Fair Board, Family Services Collaborative, GBERBA, Historical Society, HRA & Multi-County HRA, Human Resources Committee, Immtrack Joint Powers Board, Labor Management, Law Library, LCDS Inc., Le Sueur-Blue Earth Joint Drainage Authorities, Le Sueur County Aging and Transit, Le Sueur-Rice Joint Drainage Authorities, Le

Sueur-Scott Joint Drainage Authorities, Le Sueur-Waseca Community Health Board, Le Sueur-Waseca Regional Library, Mental Health Advisory, Middle MN River Watershed, MSSA, MV River Watershed Committee, MVAC, MVCOG, NACO, Ney Foundation, Parks Board, Personnel Policy Committee, PIC, Planning & Zoning meetings, Public Health Advisory Committee, Public Health Emergency Preparedness Advisory Committee, Region 9, Regional Radio Board, Road & Bridge, Safety Committee, Scenic Byway Alliance, SHIP (Statewide Health Improvement Program), South Central Transit JPA, SCHSAC (State Community Health Services Advisory Committee, Transportation Alliance, Tri-County Solid Waste, TRUE Transit, Veterans Services Drivers, West Jefferson Sewer District and any other newly created committees recognized by the County Board in the year 2022.

On motion by King, seconded by O'Keefe, and approved via roll call 5 to 0, the following resolution was adopted:

BE IT RESOLVED: that all members of the County Board, the Human Services Director, the County Administrator, and the Public Health Director are hereby designated as Association of Minnesota Counties Delegates for Le Sueur County in 2022.

BE IT FURTHER RESOLVED: that all officials and their delegates are hereby authorized to attend all meetings called by their respective associations, regional and national, including regular meetings called during the year 2022, and

BE IT FURTHER RESOLVED: that all out-of-state meetings must be requested in person by the Department Head before the County Board.

On motion by Wetzel, seconded by Gliszinski, and approved via roll call 5 to 0, the Board established the 2022 annual base salary of the Le Sueur County Board of Commissioners to be \$32,179.65 plus cafeteria benefits as negotiated by the Union Contracts.

On motion by O'Keefe, seconded by Wetzel, and approved via roll call 4 to 0 with King absent, the Board established the 2022 salaries for the Le Sueur County elected officials.

County Attorney: \$121,000

County Sheriff: \$134,500

Chief Deputy Sheriff: \$107,576.20

County Recorder: \$85,000

On motion by O'Keefe, seconded by Gliszinski, and approved via roll call 4 to 0 with King absent, the Board adopted the following resolution setting the 2022 Le Sueur County hours of operation:

THEREFORE, BE IT RESOLVED: That all employees except for public safety and the county highway department employees shall have their normal work week at 39.5 hours in 2022.

BE IT FURTHER RESOLVED: That the normal hours of operation for the County Courthouse and Planning and Zoning Office shall be 8:00 a.m. to 4:30 p.m. on Mondays thru Thursday and 8:00 a.m. to 4:00 p.m. on Friday for 2022.

Joe also brought up two agenda items for the January 4th Board meeting. 1) Historical Society request of \$90,000. 2) OSHA rule must be acted on before 1/10/22.

Commissioner Committee Reports:

- Commissioner Gliszinski reported on Department Head meeting.

- Commissioner King had no report.
- Commissioner Wetzel had no report.
- Commissioner O’Keefe reported on Fairboard meeting, Work session with County Surveyor
- Commissioner Rohlfing reported on Work session with County Surveyor.

On motion by Wetzel, seconded by O’Keefe, and approved via roll call 5 to 0, the Board adjourned until January 4, 2022 at 9:00 a.m.

ATTEST: _____
Le Sueur County Administrator Le Sueur County Chairman

Summary Minutes of Le Sueur County Board of Commissioners Meeting - December 28, 2021

- This is only a summary publication per MN Statutes 375.12 and 331A.01 sub. 10. The complete minutes are on file in the Le Sueur County Administrator's Office at 88 S Park Ave. Le Center, MN and are available at www.co.le-sueur.mn.us.
- Approved the agenda for the business of the day. (O'Keefe/Wetzel)
- Approved the consent agenda: (Wetzel/Gliszinski)
 - December 21, 2021 Board Minutes and Board Summary Minutes
- Granted a Conditional Use Permit to MALISSA RADANKE, PRIOR LAKE, MN, (APPLICANT); JEANETTE RADANKE, PRIOR LAKE, MN, (OWNER) to allow grading, excavating and filling of approximately 5 cubic yards in the bluff to repair/replace existing stairs and walkways in a Recreational Residential "RR" District of Lake Jefferson, a Recreational Development "RD" lake. The subject property is located on Lots 22 & 23 of the Tomahawk Point subdivision, located in Section 4 of Washington Township. The application was approved as written. (O'Keefe/Gliszinski)
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- Approved the Mitel Standard Software Assurance Renewal Agreement through Marco for \$4,580.10 from 12/31/21 – 12/30/22. (Gliszinski/O'Keefe)
- Approved the SHI Veeam Support Virtual Backup & Replication Enterprise Agreement for 3 years at \$20,910.00. (O'Keefe/Wetzel)
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- Approved the Economic Development Contract with Region 9 from January 1, 2022 – June 30, 2022 for up to 16 hours of work on a weekly basis at no cost, but the County will provide compensation and expenses for travel reimbursement, registration fees, outside consultant time, and other expenses as approved by the County Administrator. These costs will not exceed \$25,000. (Wetzel/Gliszinski)
- Adopted the following resolution setting the 2022 mileage reimbursement rate: (O'Keefe/Wetzel)
 - BE IT RESOLVED:** That the Le Sueur County Board of Commissioners hereby sets the mileage reimbursement for Le Sueur County Employees to be the Federal IRS mileage at

58.5 cents per mile and 2 cents per mile additional for those Water Patrol Officers while pulling a water patrol boat for the year 2022.

- Adopted the 2022 Per Diem Rate: (King/Gliszinski)
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- Adopted the following resolution: (King/O'Keefe)
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BE IT FURTHER RESOLVED: that all out-of-state meetings must be requested in person by the Department Head before the County Board.
- Established the 2022 annual base salary of the Le Sueur County Board of Commissioners to be \$32,179.65 plus cafeteria benefits as negotiated by the Union Contracts. (Wetzel/Gliszinski)
- Established the 2022 salaries for the Le Sueur County elected officials. (O'Keefe/Wetzel)
 - County Attorney: \$121,000
 - County Sheriff: \$134,500
 - Chief Deputy Sheriff: \$107,576.20
 - County Recorder: \$85,000
- Adopted the following resolution setting the 2022 Le Sueur County hours of operation: (O'Keefe/Gliszinski)
THEREFORE, BE IT RESOLVED: That all employees except for public safety and the county highway department employees shall have their normal work week at 39.5 hours in 2022.
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Commissioner Committee Reports:

- Commissioner Gliszinski reported on Department Head meeting.
- Commissioner King had no report.
- Commissioner Wetzel had no report.

- Commissioner O'Keefe reported on Fairboard meeting, Work session with County Surveyor
- Commissioner Rohlfing reported on Work session with County Surveyor.
- Adjourned until January 4, 2022 at 9:00 a.m. (Wetzel/O'Keefe)

ATTEST: **Le Sueur County Administrator** **Le Sueur County Chairman**

Certificate of Appreciation

Judy Lloyd

On behalf of Le Sueur County, we would like to recognize Judy Lloyd for **30** years of service as a member of the Public Health Advisory Committee.

Her commitment to the citizens of Le Sueur County was truly appreciated.

January 4, 2022

Commissioner Steve Rohlfig

Commissioner Lance Wetzel

Commissioner Danny O'Keefe

Commissioner John King

Commissioner David Gliszinski



Human Resources

88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057

Telephone: 507-357-8517 • Fax: 507-357-8607

Cindy Westerhouse – Human Resources Director

HUMAN RESOURCES AGENDA ITEMS January 4, 2022

The Le Sueur County Board of Commissioners and the Employee Recognition Committee would like to recognize the following employees on their significant length of service anniversary with Le Sueur County (4th quarter 2021).

30 Years	Kari Sowieja	Human Services
25 Years	Brent Christian	County Attorney' Office
20 Years	Judy Yokiell	Human Services
	Roxanne Braun Billings	Human Services
15 Years	Matt Shouler	Sheriff's Office
5 Years	Briana Bastyr	Public Health
	Robert Whipps	County Attorney's Office

Recommendation to grant regular status to Megan Block, full time Registered Nurse in Public Health, effective January 4, 2022.

Recommendation to grant regular status to Garrett Block, full time Highway Technician III in the Highway Department, January 4, 2022.

Recommendation to grant regular status to Scott O'Brien, full time Investigator in the Sheriff's Office, effective January 1, 2022.

Recommendation to grant Megan Kirby, Public Health Director, personal leave of absence, effective January 26 to April 11, 2022.



Human Resources

88 SOUTH PARK AVENUE • LE CENTER, MINNESOTA 56057

Telephone: 507-357-8517 • Fax: 507-357-8607

Cindy Westerhouse – Human Resources Director

Staffing Updates -

Hired Steven Erickson, part time Transportation Driver in Veteran Services, effective January 3, 2022.

Hired Alexi Martin, full time Correctional Officer in the Sheriff's Office, Grade 6, Step A, \$22.24 per hour, effective January 3, 2022.

Promoted Alesha Meyer from full time Correctional Officer, Grade 6, Step 11, \$29.05 per hour to full time Corporal in the Sheriff's Office, Grade 8, Step H, \$33.45 per hour, effective January 2, 2022.

Promoted Jordan Trnka from full time Correctional Officer, Grade 6, Step 5, \$22.49 per hour to full time Corporal in the Sheriff's Office, Grade 8, Step A, \$25.01 per hour, effective January 2, 2022.

January 2022 – February 2022

Future Meetings

January

Tuesday, January 4 th	County Board Reorganization Meeting, 9:00 a.m. Broadband Work Session with Senator Draheim
Monday, January 10 th	Waseca-Le Sueur Regional Library Board Meeting, 6:30
Tuesday, January 11 th	Soil & Water Board Meeting, 9:00 a.m. Final Hearing on Le Sueur/Blue Earth JD 1 & 2, Blue Earth County Historic Courthouse, 2 nd Floor Board Room (JD1-Rohlfing, Wetzel, O’Keefe; JD2 Rohlfing, Wetzel) 1:30 p.m.
Thursday, January 13 th	Planning Commission meeting
Monday, January 17 th	Martin Luther King Holiday
Tuesday, January 18 th	County Board Meeting, 9:00 a.m.
Thursday, January 20 th	Board of Adjustment meeting
Monday, January 24 th	Department Head Meeting, 2:00 p.m.
Tuesday, January 25 th	County Board Meeting, 9:00 a.m. Public Hearing – Ordinance for Volney, Gorman, and Cordova Septic Inventory

February

Tuesday, February 1 st	County Board Meeting, 9:00 a.m.
Tuesday, February 1 st	Le Sueur – Waseca Community Health Board, 1:30 p.m.
Tuesday, February 8 th	Labor Management Committee, 8:30, Commissioners Room
Thursday, February 10 th	Planning Commission meeting
Thursday, February 10 th	Safety Committee meeting, 9:00 a.m.
Monday, February 14 th	Waseca-Le Sueur Regional Library Board Meeting, 6:30
Tuesday, February 15 th	County Board Meeting, 9:00 a.m.
Thursday, February 17 th	Board of Adjustment meeting
Monday, February 21 st	President’s Day Holiday
Tuesday, February 22 nd	County Board Meeting, 9:00 a.m.
Monday, February 28 th	Department Head Meeting, 2:00 p.m.