

**Minutes of Le Sueur County Board of Commissioners Meeting  
July 21, 2020**

The Le Sueur County Board of Commissioners met in regular session on Tuesday, July 21, 2020 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: John King (remote), Dave Gliszinski (remote), Lance Wetzel (remote), Steve Rohlfsing, and Danny O'Keefe. Also present were Darrell Pettis and Brent Christian (remote).

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 O'Keefe, seconded by King and approved via roll call vote 5 to 0, the Board approved the consent agenda:

- Approved the July 7, 2020 County Board Minutes and Summary Minutes.

Approved the Electronic Funds Transfer report:

7/8/2020 Transferred \$800,000.00 from First State Bank of Le Center to Cornerstone State Bank of Le Sueur for Payroll.

- Approved Tobacco Licenses for Dollar General – Le Center.

Sue Rynda, Human Services Director, appeared before the Board to give the monthly Human Services Report. This presentation covered Finance, Income Maintenance, Child Support, Family Services, and Mental Health.

On motion by Wetzel, seconded by O'Keefe and approved via roll call 5 to 0, the Board approved the Determination of Need Application for Proprietary Changes, Reductions and Closures Form Approval (DHS-4960B-ENG).

Cindy Shaughnessy, Public Health Director appeared before the Board to discuss Le Sueur County's response to the COVID-19 pandemic.

Cindy Westerhouse, Human Resources Director came before the Board with several items for approval.

On motion by O'Keefe, seconded by King and approved via roll call 5 to 0, the Board accepted the retirement request from Tom Beer, full time Highway Maintenance Worker in the Highway Department, effective July 31, 2020.

On motion by King, seconded by O'Keefe and approved via roll call 5 to 0, the Board approved recommendation to post and advertise for a Highway Maintenance Worker in the Highway Department as a Grade 6, Step 4 at \$21.38 per hour.

On motion by Gliszinski, seconded by King and approved via roll call 5 to 0, the Board approved the recommendation to require employees to wear their face covering/mask when they are away from their desk, when interacting face-to-face with the public, when physical distancing of 6 feet cannot be guaranteed and when using common areas such as bathrooms, kitchens and the lobby.

This mandatory requirement is described in the Le Sueur County's COVID 19 Preparedness Plan the County Board adopted in June 2020 and also advised by Public Health.

At 10:00 am, Chair Rohlfing reconvened the Public Hearing for the Redetermination of Benefits for County Ditches 22, 35, 48, and 49.

On motion by Wetzel, seconded by O'Keefe and approved via roll call vote 5 to 0, the Board adopted the Findings and Order for County Ditch 22 Redetermination of Benefits.

On motion by O'Keefe, seconded by King and approved via roll call vote 5 to 0, the Board adopted the Findings and Order for County Ditch 35 Redetermination of Benefits.

On motion by King, seconded by Wetzel and approved via roll call vote 5 to 0, the Board adopted the Findings and Order for County Ditch 48 Redetermination of Benefits.

On motion by O'Keefe, seconded by Gliszinski and approved via roll call vote 5 to 0, the Board adopted the Findings and Order for County Ditch 49 Redetermination of Benefits.

Dave Tieg, County Engineer, appeared before the Board with three items for approval.

Bids were opened on Friday, July 10, 2020 at 10:00 a.m. for the TH 99 Turn Lane Project. The following bids were received:

Heselton Construction, LLC Faribault, MN	\$736,741.85
JJD, Company	\$884,370.50
OMG Midwest, dba Minnesota Paving & Materials, Mankato, MN	\$950,484.54

On motion by Wetzel, seconded by Gliszinski and approved via roll call vote 5 to 0, the Board awarded the project to Heselton Construction, LLC Faribault, MN in the amount of \$736,741.85.

On motion by Gliszinski, seconded by O'Keefe and approved via roll call vote 5 to 0, the Board approved and authorized the Chair to sign the Construction Services Proposal with S E H for the Justice Center Turn Lane Improvements.

Holly Kalbus, Environmental Resource Specialist, appeared before the Board with one item for approval.

On motion by Gliszinski, seconded by King and approved via roll call vote 4 to 1 with Commissioner Wetzel voting nay, the Board approved and authorized the Chair to sign the 2020 Behavior Change Grant for Aquatic Invasive Species Prevention.

On motion by O'Keefe, seconded by King and approved via roll call vote 5 to 0, the Board approved the Planning and Zoning Administrator to be the Behavior Change Grant Authorized Representative.

Mike Schultz Le Sueur County SWCD District Manager, appeared before the Board with two items for approval.

On motion by King, seconded by O'Keefe and approved via roll call vote 5 to 0, the Board approved the following changes to the funding of the County Ditch Inspector. For 2020; the County Ditch allocation will increase from \$30,000 to \$36,000 per year and the Riparian Aid Buffer Enforcement will increase from \$32,000 to \$36,000. In 2021; the County Ditch allocation will increase from \$36,000 to \$37,800 per year and the Riparian Aid Buffer Enforcement will increase from \$36,000 to \$37,800.

On motion by King, seconded by Gliszinski and approved via roll call vote 3 to 2 with Commissioners O'Keefe and Wetzel voting nay, the Board approved the transfer of \$15,211.30 from the Aggregate Material Removal Production Tax special reserve fund for work completed on County Ditch 46.

Sheila Reem, Environmental Resource Specialist, appeared before the Board with 1 item for approval.

On motion by O'Keefe, seconded by Wetzel and approved via roll call vote 5 to 0, the Board approved the following Resolution:

Resolution to Extend Septic Permit and Septic Variance Deadlines Until December 31, 2020

WHEREAS the frequent and heavy rainfalls in 2018, 2019, and 2020 impacted the population of Le Sueur County; and

WHEREAS the rainfalls have created too wet conditions to install septic systems; and

WHEREAS on March 12-April 12, 2019 and July 23, 2019 the Le Sueur County Board of Commissioners declared Le Sueur County in a STATE OF EMERGENCY for the heavy rainfalls and frequency of flooding;

NOW, THEREFORE, BE IT RESOLVED, that the Le Sueur County Board of Commissioners authorize the Le Sueur County Planning and Zoning Administrator to extend septic permits and septic variances until December 31, 2020 for septic permits and purchased and septic variances that were approved between January 1, 2018 through December 31, 2019. The permits and variances are to allow only the extension of purchased permits and variances. This standard shall not apply to any other types of permits or variances; this is for septic systems only. Construction shall be completed on said properties by December 31, 2020 or within 1 year of permit issuance, whichever occurs first.

Barbara Droher Kline, appeared before the Board with two items for consideration.

On motion by King, seconded by Wetzel and approved via roll call vote 5 to 0, the Board approved Barbara Dröher Kline completing the Blandin Foundation application for \$75,000 for technology projects as a Blandin Broadband Community and that the application be approved by Darrell Pettis, County Administrator for submission to the Blandin Foundation to release the funding.

On motion by Wetzel, seconded by O’Keefe and approved via roll call vote 5 to 0, the Board approved the Independent Contractor Agreement with Shannon Frost for COVID – 19 technology training for telemedicine using CARES Act funds.

At 11:00 a.m. Chuck Brandel and Bailey Griffin, ISG appeared before the Board to discuss repair projects on County Ditch 29 and County Ditch 58.

On motion by O’Keefe, seconded by Wetzel and approved via roll call vote 5 to 0, the Board authorized the preparation of final plans, specifications, and the advertisement for bids for the repair of Spur 9 of County Ditch 29.

On motion by King, seconded by Gliszinski and approved via roll call vote 5 to 0, the Board authorized the preparation of final plans, specifications, needed permits, and the advertisement for bids for the repair of County Ditch 58, Lake Henry Outlet.

Darrell Pettis, County Administrator appeared before the Board with one item for consideration.

On motion by O’Keefe, seconded by Gliszinski and approved via roll call vote 5 to 0, the Board approved the Elections CARES Act Resolution.

WHEREAS, the COVID-19 Pandemic requires additional efforts to make the election process safe, sanitary and effective; and

WHEREAS, the Office of the Minnesota Secretary of State is currently soliciting grant applications from counties for grants pursuant to Laws 2020, Chapter 77, section 4 and the federal CARES Act; and

WHEREAS, grants will be provided to each county pursuant to a formula set forth in Section H of the grant application provided by the Office of the Secretary of State; and

WHEREAS, the funds provided by the Office of the Secretary of State are provided for the purpose of the uses set forth in the federal CARES Act and as further restricted by Laws 2020, chapter 77, section 4, subdivision 4; and

WHEREAS, those purposes are primarily for the protection of persons involved with the election process including voters, as well as certain other purchases set forth in law; and

WHEREAS, the county will work with the municipalities within the county to determine a fair, equitable, and mutually agreeable allocation of the funds within the County and between municipalities, and if an agreement cannot be reached, the funds will be distributed pursuant to the OSS identified default allocation formula as determined by the Secretary and provided in Section E of the grant application; and

WHEREAS, the grant application is to be completed by the staff of the auditor and other staff responsible for the administration of elections in this county; and

WHEREAS, the grant application must be completed, certified by a county official, typically the chief county election official, returned to the Office of the Secretary of State and a grant agreement executed prior to the receipt of the funds to which the county is entitled pursuant to Sections E and F of the grant application; and

WHEREAS, Laws 2020, Chapter 77, section 4 requires a 20% match for the grant, with a 25% match for electronic roster purchases; and

WHEREAS, the grant agreement will reflect the grant application for each county; and

WHEREAS, additional assistance may be forthcoming later in this election cycle from state and federal funds, particularly those funds appropriated or these purposes by the Legislature; and

WHEREAS, there are continuing needs throughout the election cycle for both COVID-19 and election security efforts and concomitant costs; and

WHEREAS, time is of the essence;

THEREFORE, BE IT RESOLVED that the grant application in the form presented to this board and to be submitted to the Office of the Secretary of State is hereby approved; and

BE IT FURTHER RESOLVED, that the Board hereby appropriates the required match amount as indicted in the application for the purposes set forth in the grant application  
 BE IT FURTHER RESOLVED that the chief elections officer of the County and staff are directed to submit this approved grant application at the earliest opportunity; and  
 BE IT FURTHER RESOLVED, that when the grant agreement is provided to the chief elections officer of the county, that person is delegated the authority to execute that agreement and return it to the Office of the Secretary of State without further approval by this Board; and  
 BE IT FINALLY RESOLVED, that the chief elections officer of the county is hereby authorized to apply for any additional funds made available by the state for the defrayment of costs of efforts to combat COVID-19 in the election process and for the enhancement of election security, and to execute any grant agreements required to access those funds from this date until the general election on November 3, 2020.

Darrell Pettis, County Administrator appeared before the Board.

The Board acknowledged the letter from HSEM Commissioner Joe Kelly and thanked Le Sueur County Emergency Management staff for their assistance.

On motion by O’Keefe, seconded by King and approved via roll call vote 5 to 0, the Board set the Public Hearing Date for the CHB Fee Changes for Tuesday, August 17 at 10:30 am

**Commissioner Committee Reports:**

- Commissioner Gliszinski reported on CHB & Dept Head.
- Commissioner King reported on CHB, Ney Center, GBERBA, Library Board.
- Commissioner Wetzel reported on CHB, Ditch Hearings, LCDS.
- Commissioner O’Keefe reported on CHB, P&Z, JD, Transit, Extension.
- Commissioner Rohlfing reported on CHB, Imtrack, Kasota & Washington Twps, JD, Local Advisory, LCDS, MVAC, Tire and Applcance .

On motion by O’Keefe, seconded by Gliszinski and approved via roll call vote 5 to 0, the Board approved the cases and claims for Human Services:

Financial: \$ 21,622.51  
 Soc Services: \$112,681.84

On motion by Gliszinski, seconded by O’Keefe and approved via roll call vote 5 to 0, the Board approved, the following claims were approved for payment:

Warrant #	Vendor Name	Amount
60218	Advanced Correctional Healthcare Inc	\$2,924.11
60220	AEGIS Therapies, Inc.	\$3,613.76
60221	Ag Partners Coop	\$2,632.43
60227	Bolton & Menk Inc	\$13,559.50
60235	Christian, Keogh, Moran & King	\$3,485.26
60238	Contech Engineered Solutions LLC	\$3,302.99
60260	I & S Group, Inc.	\$30,039.37
60266	Johnson Aggregates	\$30,180.41
60273	Lea, Richard C	\$2,600.00

60278	Mariska Enterprises	\$4,814.00
60282	McCabe, Patrick	\$3,850.00
60287	Minn St Admin Itg Telecom	\$6,709.64
60288	MN Dept of Transportation	\$9,213.45
60294	Nerud, Anthony	\$2,865.00
60302	OMG Midwest Inc	\$46,471.37
60303	Paragon Printing & Mailing Inc	\$10,494.16
60308	Rinke-Noonan Law Firm	\$5,956.50
60309	Roadside Vegetation Mgt. LLC	\$31,836.60
60320	Summit	\$8,017.70
60321	Sycks Construction LLC	\$11,090.00
60326	Tierney	\$9,931.50
60331	Traffic Marking Service Inc	\$126,234.84
60342	Waseca County Public Health	\$5,337.93
60350	Wornson Goggins PC	\$3,717.50
60351	Ziegler Inc	\$2,163.49
	109 Claims paid less than \$2,000.00:	\$41,544.71
	25 Claims paid more than \$2,000.00:	\$381,041.51
	134 Total all claims paid:	\$422,586.22

On motion by O’Keefe, seconded by Wetzell and approved via roll call vote 5 to 0, the Board adjourned until Tuesday, July 28, 2020 at 9:00 a.m.

**ATTEST:** \_\_\_\_\_  
**Le Sueur County Administrator**

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**Le Sueur County Chairman**