

**Minutes of Le Sueur County Board of Commissioners Meeting
February 16, 2021**

The Le Sueur County Board of Commissioners met in regular session on Tuesday, February 16, 2021 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: John King, Dave Gliszinski, Lance Wetzel, Steve Rohlring and Danny O'Keefe. Also present were Dani Blaschko, Brent Christian and Pam Herrmann.

On motion by King, seconded by Wetzel and approved unanimously, the Board approved the agenda for the business of the day.

On motion by O'Keefe, seconded by Gliszinski and approved unanimously, the Board approved the consent agenda:

- Approved the February 2, 2021 County Board Minutes and Summary Minutes.
- Electronic Funds Transfer Report
- Approved the February 4, 2021 CD 41 & CD 61 Board Minutes
- Approved the Gambling Permit – Tri City United Clay Target Club for June 6, 2021.

Dave Tiegs appeared before the Board to open Seasonal Bids.

On motion by Wetzel, seconded by O'Keefe and approved unanimously the Board accepted the bids as presented.

Tyler Luethje, Parks Director and Becky Pollack came before the Board with the 2020 Le Sueur County Parks and Ney Nature Center Review.

Nik Kadel, Ditch Specialist came before the Board with an update on ditches.

On motion by O'Keefe, seconded by Gliszinski and approved unanimously, the Board approved the payment to Selly Excavating Inc for \$21,979.10

Holly Kalbus, Environmental Resources Specialist came before the Board with a few items.

On motion by Wetzel, seconded by King and approved unanimously, the Board approved the agreement for Watercraft Inspection Services with WaterGuards LLC.

On motion by O'Keefe, seconded by Gliszinski and approved unanimously, the Board approved the Climb Theatre Agreement to provide dramatic and educational programming.

Jim McMillen appeared before the board with a few items.

On motion by King, seconded by Wetzel and approved unanimously, the Board approved the A & P contract for construction management of the East Entry project.

On motion by O’Keefe, seconded by Gliszinski and approved unanimously, the Board approved the Windseth Contract as the architect for the East Entry project.

On motion by O’Keefe, seconded by Wetzel and approved unanimously, the Board appointed ISG to do a study on the old Jailhouse building.

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

Liza Donabauer’s, DDA HR, presentation of the Profile, Job Description, Salary and Timeline documents pertaining to the recruitment of the County Administrator position.

On motion by O’Keefe, seconded by King and approved unanimously the Recommendation to approve the DDA HR’s Profile, Job Description, Salary, and Timeline documents to recruit for the County Administrator position

Liza Donabauer’s, DDA HR, to discuss the Environmental Planning and Zoning Administrator proposal.

On motion by Wetzel, seconded by Gliszinski and approved unanimously the Recommendation to hire DDA HR to conduct an external job search to fill the Environmental, Planning and Zoning Administrator position.

On motion by O’Keefe, seconded by Gliszinski and approved unanimously the Recommendation to post for a full time Environmental, Planning and Zoning Administrator in the Environmental, Planning and Zoning Department, Grade 14, Step 4 at \$34.44 per hour.

On motion by Wetzel, seconded by King and approved unanimously the Recommendation to recruit for a temporary, full time Accounting/License Clerk for the License Bureau in Auditor-Treasurer’s Office, Grade 7, Step 4 at \$22.89 per hour.

On motion by Gliszinski, seconded by O’Keefe and approved unanimously the Recommendation to accept the retirement request from Cindy Shaughnessy, full time Public Health Director in Public Health, effective May 28, 2021. Cindy has been an employee with Le Sueur County since September 1980, and has over 40 years of service.

On motion by King, seconded by Wetzel and approved unanimously the Recommendation to promote Vanessa Holicky, full time Public Health Nurse, Grade 11, Step 11, \$38.67 per hour to a full time Lead Worker I in Public Health, Grade 12, Step 11, \$41.01 per hour, effective February 15, 2021.

On motion by Gliszinski, seconded by O’Keefe and approved unanimously the Recommendation to promote Abigail McCabe, full time Public Health Nurse, Grade 11, Step 9, \$34.42 per hour to a full time Lead Worker I in Public Health, Grade 12, Step 8, \$35.25 per hour, effective February 15, 2021.

On motion by Wetzel, seconded by King, and approved unanimously the Recommendation to accept the resignation request from Herbert Moon, full time Deputy Sheriff in the Sheriff's Office, effective February 26, 2021. Herb has been an employee with Le Sueur County since June 2004. Herb has over sixteen years of service with the County.

On motion by O'Keefe, seconded by Gliszinski and approved unanimously the Recommendation to post and advertise for a full time Deputy Sheriff in the Sheriff's Office, Grade 10, Step 4 at \$27.26 per hour.

On motion by O'Keefe, seconded by Wetzel and approved unanimously the Recommendation to post and advertise for a full time Human Resources Assistant in Human Resources, Grade 8, Step 4 at \$24.28 per hour.

On motion by Wetzel, seconded by King and approved unanimously the Recommendation to approve and sign the updated Le Sueur County Board of Commissioners Resolution Modifying the Local State of Emergency.

On motion by O'Keefe, seconded by King and approved unanimously the Recommendation to approve and sign the revised Le Sueur County COVID-19 Preparedness Plan.

On motion by Wetzel, seconded by O'Keefe and approved unanimously the Recommendation to approve the February 22, 2021 Courthouse Reopening Public Service Announcement.

Sue Rynda, Director of Human Services came before the Board with an update.

On motion by Wetzel, seconded by Gliszinski and approved unanimously the following HS claims for payment:

Financial: \$ 25,907.08

Soc Services: \$161,722.62

Justin Lutterman came before the Board with the LiDAR Joint Powers Agreement Funding request.

On motion by O'Keefe, seconded by King and approved unanimously the Joint Powers Agreement.

Barbara Droher Kline appeared before the Board with updates on the Small Business Grant, CARES Act and Broadband updates.

Pam Herrmann, Administrator Assistant came before the Board with an item for approval.

On motion by Wetzel, seconded by O'Keefe and approved unanimously the Professional Services Agreement with Hamer Enterprises to provide credit card payment capabilities for the West Jefferson Sewer District quarterly billings.

On motion by King, seconded by Wetzel and approved unanimously the following claims for payment:

Warrant #	Vendor Name	Amount
63241	Advanced Correctional Healthcare Inc.	\$ 3,057.45
63242	Ag Partners Coop	\$ 3,113.04
63253	Bolton & Menk Inc.	\$ 18,698.50
63259	Christian, Keogh, Moran & King	\$ 2,633.04
63261	City of North Mankato	\$ 4,000.00
63277	I & S Group Inc.	\$ 18,157.54
63281	Johnson Aggregates	\$ 24,490.18
63290	M.S. Excavating Inc.	\$ 14,264.00
63291	M-R Sign Co. Inc.	\$ 11,494.66
63299	MN Dept of Transportation	\$ 5,284.48
63302	Motorola Inc.	\$ 3,033.39
63305	Ney Environmental Education Foundation	\$ 2,831.26
63318	Rinke-Noonan Law Firm	\$ 10,305.00
63320	RTVision Inc.	\$ 3,951.30
63323	S.E.H. Inc.	\$ 8,885.38
63325	Shooting Star Native Seeds	\$ 10,166.70
63330	Suel Printing Co.	\$ 2,214.00
63331	Summit Fire Protection	\$ 2,040.00
63332	Texas Refinery Corp.	\$ 2,151.00
63339	Tri-County Solid Waste	\$ 44,995.16
63350	Wornson Goggins PC	\$ 3,383.50
63351	WSB & Associates Inc.	\$ 8,761.50
63352	Ziegler Inc.	\$ 4,327.89
89 Claims paid more \$2,000.00:		\$ 33,423.65
23 Claims paid more than \$2,000.00:		\$212,238.97
112 Total all Claims Paid:		\$245,662.62

Commissioner Committee Reports:

- Commissioner Gliszinski reported on CHB, CD41&61, 49'ers Union, Dept Head
- Commissioner King reported on CHB, CD41&61, Dept Head, Library, Ney Center Board
- Commissioner Wetzel reported on CHB, CF41&61, Cordova Township
- Commissioner O'Keefe reported on CHB, CD41&61, Dept Head, 49'ers Union, P&Z
- Commissioner Rohlfing reported on CHB, CD41&61, Dept Head, MRCI, 49'ers Union, P&Z

On motion by O'Keefe, seconded by King, and unanimously approved, the Board adjourned until February 23 at 9:00 a.m.

ATTEST:

Le Sueur County Administrator

Le Sueur County Chairman