

Minutes of Le Sueur County Board of Commissioners Meeting January 7, 2020

The Le Sueur County Board of Commissioners met in regular session on Tuesday, January 7, 2020 at 9:00 a.m. in the Courthouse at Le Center, Minnesota. Those members present were: John King, Dave Gliszinski, Steve Rohlring, and Danny O'Keefe. Lance Wetzel was excused. Also present were Darrell Pettis and Brent Christian.

Darrell Pettis, County Administrator, called the meeting to order and called for nominations for the Chair of the 2020 Le Sueur County Board.

On motion by Gliszinski, seconded by King and unanimously approved, Commissioner Rohlring was nominated for 2020 Board Chair.

On motion by King, seconded by O'Keefe and unanimously approved, nominations ceased and a unanimous ballot was cast for Commissioner Rohlring as 2020 Board Chair.

On motion by King, seconded by Gliszinski and unanimously approved, Commissioner O'Keefe was nominated for 2020 Board Vice Chairperson.

On motion by King, seconded by Gliszinski and unanimously approved, nominations ceased and a unanimous ballot was cast for O'Keefe as 2020 Board Vice Chairperson.

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

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

- Approved the December 24, 2019 County Board Minutes and Summary Minutes.
- Approved the Electronic Funds Transfer Report
 - 12/24/19 Transferred \$200,000.00 from First State Bank of Le Center to Cornerstone State Bank of Le Sueur for Payroll and Human Services claims.
- Approved December 2019 Transfers:
 - #1766 Transfer 28,046.74 from Human Services to Revenue (4th Qtr Rent)
 - #1767 Transfer 4,672.00 from Agency to Revenue (December RecordEASE)
 - #1768 Transfer 50,644.21 from Revenue to Road & Bridge (Fuel/Services: Park 41,108.24; Law Enf 9,535.97)
 - #1769 Transfer 18,500.00 from Agency to Revenue (2019 Wages from Gun Permits)
 - #1770 Transfer 44,307.13 from Env Serv to Revenue (2019 Admin Fee for Solid Waste Assmnt)
 - #1771 Transfer 4,577.00 from Human Serv to Revenue (A87 Qtr ending 9-30-16-9)
 - #1772 Transfer 1,653,496.75 from Env Serv to Revenue (Tipping Fees from Tellijohn San Landfill)
 - #1773 Transfer 11,486.75 from Env Serv to Revenue (Tipping fees from Sun Prairie San Landfill)
 - #1774 Transfer 3,308.25 from Env Serv to Revenue (Tipping fees from Anoka Sanitary)
 - #1775 Transfer 2,062.50 from Env Serv to Revenue (Tipping fees from Waste Management)

On motion by King, seconded by O'Keefe and unanimously approved, the Board approved the cases and claims for Human Services:

Financial: \$ 35,401.62
Soc Services: \$ 60,602.59

Shayne Bender, County Assessor, came before the Board to review the 2019 Clerical Abatements and Additions to the Tax Rolls Annual Report.

On motion by Gliszinski, seconded by O'Keefe and unanimously approved, the Board acknowledged receiving the 2019 Clerical Abatements and Additions to the Annual Report from the Assessor's Office.

Brett Mason, Sheriff appeared before the Board with several items for approval.

On motion by King, seconded by O'Keefe and unanimously approved, the Board approved and authorized the Chair sign the Snowmobile Safety Enforcement (SSE) Safety Grant.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved the following Resolution Approving State of Minnesota Joint Powers Agreements with the County of Le Sueur and its Sheriff's Office:

WHEREAS, the County of Le Sueur on behalf of its Sheriff's Office desires to enter into a Joint Powers Agreement with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to receive funding to use to implement an adapter to make its records management system compatible with Minnesota National Incident-Based Reporting System requirements for which the County is eligible.

NOW, THEREFORE, BE IT RESOLVED by the County of Le Sueur, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreement by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Le Sueur on behalf of its Sheriff's Office, is hereby approved. A copy of the Joint Powers Agreement is attached to this Resolution and made a part of it.

2. That the Sheriff - Brett Mason, or his successor, is designated the Authorized Representative for the County. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the agreement with the State.

To assist the Authorized Representative with the administration of the agreement, Nick Greenig- Chief Deputy Sheriff is appointed as the Authorized Representative's designee.

3. That Steve Rohlfig-, the Board Chair for the County of Le Sueur, and Darrell Pettis, the County Administrator, are authorized to sign the State of Minnesota Joint Powers Agreement.

Madison Young, A&P appeared before with Board to request changes to the Contracts for the construction of the Justice Center.

On motion by King, seconded by O'Keefe and unanimously approved, the Board reduced the contract retainage for Cullinex from 5% to 1%. Contract Value: \$238,781, Retainage Released: \$9,551.25, Retainage Held: \$2,387.81

On motion by Gliszinski, seconded by King and unanimously approved, the Board reduced the contract retainage for Hufcor from 5% to 1%. Contract Value: \$14,922, Retainage Released: \$596.88, Retainage Held: \$149.22

On motion by King, seconded by O'Keefe and unanimously approved, the Board reduced the contract retainage for Gag Sheet Metal from 5% to 0% but not to final their contract due to an outstanding change order for added scope worth \$2,600. Current Contract Value: \$595,997, Retainage Released: \$29,799.84, Retainage Held: \$0

On motion by King, seconded by Gliszinski and unanimously approved, the Board authorized the final payment to Greener World Solutions. Final Contract Value: \$107,909, Final Payment Amount: \$1,079

On motion by O'Keefe, seconded by Gliszinski and unanimously approved, the Board authorized the final payment to JJD Companies. Final Contract Value: \$1,382,367, Final Payment Amount: \$13,823.67

On motion by O'Keefe, seconded by King and unanimously approved, the Board authorized the final payment to S&S Concrete/Northland. Final Contract Value: \$1,571,785, Final Payment Amount: \$15,718

On motion by Gliszinski, seconded by O'Keefe and unanimously approved, the Board authorized the final payment to Thurnbeck Steel. Final Contract Value: \$934,149, Final Payment Amount: \$9,234

On motion by O'Keefe, seconded by King and unanimously approved, the Board authorized the final payment to Thurnbeck Steel. Final Contract Value: \$523,301, Final Payment Amount: \$5,233

On motion by King, seconded by Gliszinski and unanimously approved, the Board authorized the final payment to Wells Concrete. Final Contract Value: \$1,398,014, Final Payment Amount: \$13,980

On motion by Gliszinski, seconded by O'Keefe and unanimously approved, the Board authorized the final payment to Action Fence. Final Contract Value: \$22,801, Final Payment Amount: \$228.01

On motion by O'Keefe, seconded by King and unanimously approved, the Board authorized the final payment to CE Contract. Final Contract Value: \$ 17,120, Final Payment Amount: \$171.20

On motion by King, seconded by Gliszinski and unanimously approved, the Board authorized the final payment to Crane Creek Asphalt. Final Contract Value: \$157,118, Final Payment Amount: \$6,284.73

On motion by O'Keefe, seconded by King and unanimously approved, the Board authorized the final payment to Ford Metro. Final Contract Value: \$650,589, Final Payment Amount: \$6,505.89

On motion by Gliszinski, seconded by O'Keefe and unanimously approved, the Board authorized the final payment to Henkemeyer Coatings. Final Contract Value: \$45,337, Final Payment Amount: \$453.37

On motion by Gliszinski, seconded by King and unanimously approved, the Board authorized the final payment to J&K Masonry. Final Contract Value: \$1,433,786, Final Payment Amount: \$14,337.86

On motion by King, seconded by O'Keefe and unanimously approved, the Board authorized the final payment to Kone Elevators. Final Contract Value: \$538,982, Final Payment Amount: \$5,389.82

On motion by O'Keefe, seconded by Gliszinski and unanimously approved, the Board authorized the final payment to LVC Companies. Final Contract Value: \$385,528, Final Payment Amount: \$3,855.28

On motion by King, seconded by O'Keefe and unanimously approved, the Board authorized the final payment to Mid-America Business Systems. Final Contract Value: \$20,034, Final Payment Amount: \$200.35

On motion by Gliszinski, seconded by King and unanimously approved, the Board authorized the final payment to Midwest Specialties. Final Contract Value: \$60,784, Final Payment Amount: \$3,039.20

On motion by King, seconded by O'Keefe and unanimously approved, the Board authorized the final payment to Pauly Jail. Final Contract Value: \$4,803,956, Final Payment Amount: \$48,039.56

On motion by O'Keefe, seconded by Gliszinski and unanimously approved, the Board authorized the final payment to Peterson Companies. Final Contract Value: \$203,565, Final Payment Amount: \$10,178.25

On motion by Gliszinski, seconded by O'Keefe and unanimously approved, the Board authorized the final payment to Right Way Caulking. Final Contract Value: \$126,015, Final Payment Amount: \$1,260.15

On motion by King, seconded by Gliszinski and unanimously approved, the Board authorized the final payment to Schwickerts Tecta America. Final Contract Value: \$163,578, Final Payment Amount: \$1,635.79

On motion by O’Keefe, seconded by King and unanimously approved, the Board authorized the final payment to Steinbrecher Painting. Final Contract Value: \$407,563, Final Payment Amount: \$4,075.63

On motion by Gliszinski, seconded by O’Keefe and unanimously approved, the Board authorized the final payment to Superl. Final Contract Value: \$198,398, Final Payment Amount: \$1,983.98

On motion by O’Keefe, seconded by King and unanimously approved, the Board authorized the final payment to Tierney Brothers. Final Contract Value: \$542,551, Final Payment Amount: \$5,425.53

On motion by Gliszinski, seconded by O’Keefe and unanimously approved, the Board authorized the final payment to Twin City Marble/Tile. Final Contract Value: \$20,000, Final Payment Amount: \$1,000

Jeff Neisen appeared before the Board with one items for approval.

Quotes for 2020 computers were received from:

Marco	\$72,159.29
IT Savvy	\$76,777.87

On motion by King, seconded by O’Keefe and unanimously approved, the Board rejected the \$72,159.29 quote from Marco because the product quoted did not meet the minimum required specifications.

On motion by Gliszinski, seconded by O’Keefe and unanimously approved, the Board approved the 2020 computer purchases quote from IT Savvy in the amount of \$76,777.87.

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

On motion by O’Keefe, seconded by King and unanimously approved, the Board approved and authorized the Chair to sign the 2020 Service Agreement between Le Sueur County and Safe Assure.

On motion by Gliszinski, seconded by King and unanimously approved, the Board authorized the posting for a full time Corporal in the Sheriff’s Office, Grade 8, Step 4 at \$24.04 per hour.

On motion by O’Keefe, seconded by King and unanimously approved, the Board authorized the hiring of Jordan Trnka, full time Correctional Officer, Grade 6, Step 4 at \$21.38 per hour, effective January 8, 2020.

On motion by Gliszinski, seconded by O’Keefe and unanimously approved, the Board authorized the promotion of Austin Bachman, full time Correctional Officer in the Sheriff’s Office, Grade 6,

Step 5 at \$22.16 per hour to a full time Deputy Sheriff in the Sheriff's Office, Grade 10, Step 4 at \$26.99 per hour, effective February 3, 2020.

On motion by King, seconded by O'Keefe and unanimously approved, the Board approved the Public Employees Retirement Association - Police Officer Declaration for Austin Bachman.

At 10:00 a.m. Administrator Pettis opened and read aloud the sealed bids for the 2020 County Legal Newspaper.

On motion by King, seconded by O'Keefe and unanimously approved, the Board designated the Le Sueur County News as the legal paper of the Le Sueur County Board for Financial Statements, Official Statements, Official Notices, Personal Property Lists and all legal notices required to be published in the Official Paper for the year 2020. The Board also designated the Montgomery Messenger as the second publication for the County Financial Statement for the year 2020, and accepted the legal bids for all other notices for other county newspapers, those being: New Prague Times, Lake Region Life, and Le Sueur County News, Montgomery Messenger, Elysian Enterprise.

Holly Kalbus appeared before the Board with one item for approval.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved and authorized the Chair to sign the Agreement for Watercraft Inspection Services with Water Guards LLC.

Dave Tiegs, County Engineer appeared before the Board.

On motion by Gliszinski, seconded by King and unanimously approved, the Board approved and authorized the Board Chair and Administrator to sign the Trunk Highway 19 Detour Agreement with MnDOT.

On motion by O'Keefe, seconded by King and unanimously approved, the Board approved and authorized the Chair to sign the Professional Services Agreement with S E H for the preparation of the County ADA Transition Plan.

On motion by King, seconded by O'Keefe and unanimously approved, the Board authorized the advertisement for bids for SAP 040-622-003, SAP 040-626-046, SAP 040-636-011 and SAP 040-636-012.

On motion by Gliszinski, seconded by King and unanimously approved, the Board authorized the advertisement for bids for SAP 040-660-005.

Darrell Pettis, County Administrator appeared before the Board.

On motion by O'Keefe seconded by Gliszinski and approved, the Board adopted the following resolution setting the 2020 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 57.5 cents per mile and 2 cents per mile additional for those Water Patrol Officers while pulling a water patrol boat for the year 2020.

On motion by King, seconded by O’Keefe and unanimously approved, the Board approved and authorized the County Administrator to sign the Blandin Foundation Grant Agreement in the amount of \$20,000.

On motion by O’Keefe, seconded by Gliszinski and unanimously approved, the Board set the 2020 Board of Appeal and Equalization meeting for Tuesday, June 16, 2020 starting at 6:30 p.m. The meeting may not adjourn before 7:00 p.m.

By consensus, the Board agreed to the following AMC Appointments:

Environment & Natural Resources Policy Committee	Steve Rolfing
General Government Policy Committee	Danny O’Keefe
Health & Human Services Policy Committee	John King
Public Safety Policy Committee	Dave Gliszinski
Transportation & Infrastructure Policy Committee	Lance Wetzel

Commissioner Committee Reports:

Commissioner Rohlfing, nothing to report
Commissioner King, nothing to report.
Commissioner Gliszinski, nothing to report.
Commissioner O’Keefe, nothing to report.

On motion by O’Keefe, seconded by Gliszinski and unanimously approved, the following 2019 claims were approved for payment:

Warrant #	Vendor Name	Amount
57691	Adara Home Health Inc.	\$ 2,700.00
57692	Ag Partners Coop	\$ 8,607.56
57696	Anderson, Skubitz & Coryell, PLLC	\$ 2,573.75
57700	Baycom Inc.	\$ 51,562.00
57703	Bolton & Menk Inc.	\$215,741.50
57709	Cargill Inc.	\$ 4,868.99
57715	Contech Engineered Solutions LLC	\$ 12,756.71
57731	Franek Inc.	\$ 4,890.00
57741	Holicky Bros Logistics	\$ 2,598.24
57742	Holtmeier Construction Inc.	\$ 2,136.77
57744	I & S Group Inc.	\$ 19,859.94
57755	M-R Sign Co. Inc.	\$ 2,991.84
57761	MN Paving & Materials	\$ 5,675.05
57763	MN Counties Computers Coop	\$ 22,139.90
57765	MN Dept of Transportation	\$ 5,320.87

57777	Pro-Tech Security Sales	\$ 2,563.00
57780	Regents of the University of MN	\$ 30,296.49
57786	S.E.H. Inc.	\$ 51,416.11
57787	Selly Excavating Inc.	\$ 16,131.20
57788	SHI International Corp.	\$ 9,112.00
57797	SUMMIT	\$ 8,767.67
57802	Tire Associates Inc.	\$ 2,576.00
57812	Wayne's Auto Body Collision Repair	\$ 4,150.36
57816	Wornson, Goggins PC	\$ 4,650.00
57817	Ziegler Inc.	\$ 6,761.30

103 Claims paid less than \$2,000.00:	\$ 40,719.23
25 Claims paid more than \$2,000.00:	\$500,847.25
128 Total all claims paid:	\$541,566.48

On motion by King, seconded by Gliszinski and unanimously approved, the following 2020 claims were approved for payment:

Warrant #	Vendor Name	Amount
57848	Advanced Correctional Healthcare Inc.	\$ 2,501.53
57849	Christian, Keogh, Moran & King	\$ 3,271.55
57855	Law Enforcement Technology Group	\$ 39,580.45
57858	Le Sueur Co Soil & Water Conservation Dist.	\$ 16,447.00
57862	MN Paving & Materials	\$ 5,366.05

22 Claims paid less than \$2,000.00:	\$ 9,195.46
5 Claims paid more than \$2,000.00:	\$67,166.58
27 Total all claims paid:	\$76,362.04

On motion by Gliszinski, seconded by O'Keefe and unanimously approved, the Board adjourned until Tuesday January 21, 2020 at 9:00 a.m.

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