

**Minutes of Le Sueur County Board of Commissioners Meeting
January 18, 2022**

The Le Sueur County Board of Commissioners met in regular session on Tuesday, January 18, 2022 at 9:00 a.m. in the Government Center at Le Center, Minnesota. Those members present were: Dave Gliszinski, John King, Danny O'Keefe, Steve Rohlfling and Lance Wetzel. Also present were Joe Martin, Brent Christian and Pam Herrmann.

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

On motion by Rohlfling, seconded by Gliszinski, the Board unanimously approved the consent agenda:

- January 4, 2022 Board Minutes and Board Summary Minutes
- Electronic Funds Transfer

Dave Tiegs, Highway Engineer came before the Board with three items of business.

On motion by Wetzel, seconded by King, the Board unanimously approved the request to reduce retainage for SAP 040-622-003, SAP 040-626-046, and SAP 040-636-011 to 1% (Municipal turnback project in the City of Le Sueur).

•Work is complete; contract specifies certain warranty items that will not expire until Fall of 2022. Project will be able to be finalized at that time.

On motion by Rohlfling, seconded by Gliszinski, the Board unanimously approved the request for the purchase of Diamond Rotary Mower and Forestry Door Kit (Previously approved, supplier found error in the quote they provided us).

•Supplier erroneously quoted us their purchase price for the mower of \$12,797.15. State contract price is \$15,269. Due to their error Supplier has agreed to an updated price of \$14,033.00.

Request is for approval of the purchase of a Rotary Mower and Forestry Door Kit from Bobcat of Mankato for \$18,059.00.

On motion by King, seconded by Wetzel, the Board unanimously approved the request to advertise for bids Le Sueur County 2022 Road Projects:

- SAP 040-603-030-CSAH 3 from CSAH 29 to TH19
- SAP 040-603-031-CSAH 3 from Kilkenny to TH99
- SAP 040-626-047-CSAH 26 from TH13 to 1st St. in Montgomery
- SAP 040-636-013-CSAH 36, South Main St. in Le Sueur
- County Wide Maintenance Striping
- Seasonal Equipment and Material unit prices

Actual bidding dates will be set as plans are approved by State Aid.

Mike Schultz, District Manager SWCD came before the Board with two requests.

On motion by Rohlfling, seconded by Wetzel, the Board approved the 2022 Ditch Contract with King voting against.

On motion by Wetzel, seconded by Gliszinski, the Board unanimously approved the 2022 Ditch Specialist Budget.

Carol Blaschko, Finance Director came before the Board with two items for approval.

On motion by King, seconded by Rohlring, the Board unanimously approved the Le Sueur County 2021 Audit Engagement Letter from Baker Tilly to retain services for 2021, 2022, and 2023 audits.

On motion by Wetzel, seconded by Gliszinski, the Board unanimously approved the Resolution to apply for the 2022 Help America Vote Act Grant Dollars.

Dani Blaschko, Auditor-Treasurer appeared before the Board with several items for approval.

On motion by King, seconded by Gliszinski, the Board unanimously approved the following list of the dedicated reserves for Le Sueur County for 2022:

Revenue Fund 6,821,423
Revenue Fund-Tipping Fees 1,670,354.25 (Restricted)
Road & Bridge 7,306,020
Human Services 2,923,774
Environmental 587,869
Victim Witness 43,348
Bond Fund 1,518,951

On motion by Rohlring, seconded by Wetzel, the Board unanimously approved the request to delegate their authority to review the below listed claims before payment pursuant to M.S. 375.18, Subd 1b. to the Le Sueur County Auditor-Treasurer. These claims shall be examined in accordance with the established internal accounting and administrative control procedures to ensure the proper disbursement of public funds.

Claims to be paid under the Statute by Auditor-Treasurers' approval includes:

- Bills that are discounted when paid in specific time period
- Utilities/Telephone/Sewer & Water
- Contract/Lease Payments
- Employee's Credit Card Reimbursements
- Class Registration/Reservations
- Dues
- Postage
- Drug Investigation Money
- Tax Settlements/Apportionments
- License Fees
- Taxes & Special Assessments
- Bond Payments
- Septic Loans

On motion by Wetzel, seconded by King, the Board unanimously approved to designate the following financial institutions as depositories of funds for Le Sueur County for 2022, provided they furnish proper and sufficient collateral or surety bond, as needed for such deposits.

1. First National Bank Le Center MN
2. First State Bank Le Center MN
3. Frandsen Bank & Trust, Montgomery, MN
4. First Farmers and Merchants Bank, Le Sueur, MN
5. Cornerstone State Bank, Le Sueur, MN
6. HomeTown Bank, Cleveland, MN

7. Frandsen Bank & Trust, Waterville, MN
8. Elysian Bank, Elysian, MN
9. Wells Fargo Advisors, Minneapolis, MN
10. Magic Fund, Minneapolis, MN
11. First Bank & Trust, New Prague, MN
12. Cornerstone State Bank, Montgomery, MN
13. TD Ameritrade, Omaha, NE

On motion by Rohlfing, seconded by Gliszinski, the Board unanimously approved the amount of interest collected on investments during the year of 2021.

Total Interest Collected in 2021: \$123,028.10

Included in the interest amount: Collected on daily accounts \$14,860.56

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

On motion by Rohlfing, seconded by Wetzel, the Board unanimously approved the recommendation to grant regular status to Ryan Schaefer, full time Deputy Sheriff in the Sheriff's Office, effective January 11, 2022.

On motion by Gliszinski, seconded by King, the Board unanimously approved the recommendation to grant regular status to Brennan Vollmer, full time Deputy Sheriff in the Sheriff's Office, effective January 11, 2022.

On motion by Wetzel, seconded by Rohlfing, the Board unanimously approved the recommendation to approve and sign the Teamsters Public and Law Enforcement Employees' Union, Local #320, contracts for the following units:

- Correctional Officers/Dispatcher
- Deputy Sheriff

On motion by Rohlfing, seconded by Gliszinski, the Board unanimously approved the recommendation to approve the following changes to the vacation accrual for all non-union employees, effective January 1, 2022.

| <u>Years of Service</u> | <u>Days of Vacation/Month</u> |
|-------------------------|-------------------------------|
| 0-4 years | 1 day/month (8 hours) |
| 5-9 years | 1.25 days/month (10 hours) |
| 10-14 years | 1.50 days/month (12 hours) |
| 15-19 years | 1.75 days/month (14 hours) |
| 20+ years | 2.00 days/month (16 hours) |

On motion by Gliszinski, seconded by Wetzel, the Board unanimously approved the recommendation to approve the following changes to the longevity pay for all non-union employees, effective January 1, 2022.

Longevity:

After ten (10) years of service: forty (\$40.00) dollars per month.

After twenty (20) years of service: sixty-five (\$65.00) dollars per month.

On motion by Rohlfing, seconded by King, the Board unanimously approved the recommendation to approve and sign the 2022 Service Agreement between Le Sueur County and SafeAssure.

Staffing Updates -

Hired David Perry, full time Correctional Officer in the Sheriff's Office, Grade 6, Step A, \$22.24 per hour, effective January 19, 2022.

Hired Ramona Marquez, full time Dispatcher in the Sheriff's Office, Grade 6, Step A, \$22.24 per hour, effective January 19, 2022.

Jamie Hayes, Director of Human Services came before the Board with Director Updates and several items for approval.

On motion by King, seconded by Wetzel, the Board unanimously approved the Guardianship Contract with Alternative Resolutions from January 1, 2022 – December 31, 2023.

On motion by Gliszinski, seconded by Rohlfing, the Board unanimously approved the Paul Dietzman, Independent Behavioral Consultant Contract from January 1, 2022 – December 31, 2023.

On motion by Wetzel, seconded by Rohlfing, the Board unanimously approved the Inspire Services Contract from January 1, 2022 – December 31, 2022.

The South Central Community Based Initiative Joint Powers Board Agreement was tabled until next month.

On motion by King, seconded by Wetzel, the Board unanimously approved the HS Claims.

Financial: \$ 44,512.94

Soc Services: \$165,528.57

Danny O'Keefe presented a 25 years of service certificate and pin for County Attorney Brent Christian.

On motion by Gliszinski, seconded by King, the Board unanimously approved the following County claims:

| Warrant # | Vendor Name | Amount |
|------------------|---------------------------------------|---------------|
| 67572 | Advanced Correctional Healthcare Inc. | \$ 3,103.82 |
| 67575 | Ag Partners Coop | \$ 14,333.30 |
| 67576 | American Solutions for Business | \$ 3,304.68 |
| 67581 | Blondo Consulting LLC | \$ 20,070.00 |
| 67585 | Braith Excavating Inc. | \$ 17,786.25 |
| 67590 | Christian, Keogh, Moran & King | \$ 3,415.27 |
| 67593 | Cleveland City | \$ 16,741.55 |
| 67595 | Construction & Tree Services LLC | \$ 4,495.00 |
| 67597 | Department of Corrections | \$ 18,768.74 |
| 67603 | Elysian City | \$ 9,869.47 |
| 67621 | I & S Group Inc. | \$ 90,307.58 |
| 67630 | Johnson Aggregates | \$ 12,940.67 |
| 67631 | Kasota City | \$ 17,545.73 |
| 67634 | Le Center City | \$ 15,571.83 |
| 67636 | Le Sueur City | \$ 56,658.08 |
| 67647 | Minn St Admin ITG Telecom | \$ 6,842.64 |
| 67648 | MN Counties Computers Coop | \$ 16,906.67 |

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| 67651 | Montgomery City | \$ 24,564.02 |
| 67656 | Ney Environmental Education Foundation | \$115,900.00 |
| 67658 | Northland Business Systems | \$ 4,062.81 |
| 67676 | State Industrial Products | \$ 2,224.14 |
| 67677 | State of Minnesota | \$158,476.73 |
| 67695 | Waterville City | \$ 24,052.27 |
| 67700 | Ziegler Inc. | \$ 2,215.80 |
| 67701 | Zimmerman Tiling & Excavating LLC | \$ 29,010.00 |
| 106 Payments paid less than \$2,000.00: | | \$ 43,917.90 |
| 25 Payments paid more than \$2,000.00: | | \$689,167.05 |
| 131 Total all Payments: | | \$733,084.95 |

Commissioner Committee Reports:

- Commissioner Gliszinski had no report.
- Commissioner King reported on Tyrone Township meeting.
- Commissioner Wetzel reported on East Entry meeting, Cordova Township meeting, Soil & Water meeting, JD1&2 meeting, Statewide Emergency Communications Board (SECB), Planning & Zoning meeting.
- Commissioner O’Keefe had no report.
- Commissioner Rohlfing reported on Soil & Water meeting, Region 9 Full Commission, JD1&2 meeting.

On motion by Wetzel, seconded by King and unanimously approved, the Board adjourned until January 25, 2022 at 9:00 a.m.

ATTEST: _____
Le Sueur County Administrator Le Sueur County Chairman