

**Minutes of Le Sueur County Board of Commissioners Meeting
February 22, 2022**

The Le Sueur County Board of Commissioners met in regular session on Tuesday, February 22, 2022 at 9:00 a.m. in the Government Center at Le Center, Minnesota. Those members present were: John King, Danny O'Keefe and Lance Wetzel. Dave Gliszinski and Steve Rohlifing and Joe Martin were absent. Also present were Brent Christian and Pam Herrmann.

On motion by King, seconded by Wetzel, the Board unanimously approved the agenda for the business of the day with the addition of #10 Bailey Griffin with ISG.

On motion by Wetzel, seconded by King, the Board unanimously approved the consent agenda:

- February 15, 2022 Board Minutes and Board Summary Minutes
- St. Thomas Sportsman Club 3.2 On-Sale Liquor License
- Electronic Funds Transfer Report

Aaron Stubbs, Planning and Zoning Administrator came before the Board with one item for approval.

On motion by King, seconded by Wetzel, and approved via roll call 3-0, the Board granted the Conditional Use Permit for David Wendelschafer Etal, Cleveland, MN (Applicant/Owner) to allow the applicant to establish a 6-lot Final 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.

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

On motion by Wetzel, seconded by King, the Board unanimously approved the recommendation to approve and sign the 2022-2024 Labor Agreement between Le Sueur County and the Teamsters Public and Law Enforcement Employees' Union, Local 320, Human Services Unit.

On motion by Wetzel, seconded by King, the Board unanimously approved the recommendation to approve and sign the 2022-2024 Labor Agreement between Le Sueur County and the Teamsters Public and Law Enforcement Employees' Union, Local 320, Courthouse Unit.

On motion by King, seconded by Wetzel, the Board unanimously approved the recommendation to post and request the merit system list for a full time Office Support Specialist in Human Services, Grade 3, Step A, \$18.70 per hour.

On motion by Wetzel, seconded by King, the Board unanimously approved the Recommendation to approve and sign the Telecommute/Remote Worker Agreement with the following employee:

Employee/Department/Telework/Remote
Caitlin Meyer/Human Services/Telecommute

On motion by Wetzel, seconded by King, the Board unanimously approved the recommendation to approve Mary Jo O'Malley, Administrative Assistant II in the County Attorney's Office, request to renew the Phased Retirement Option Agreement, effective March 4, 2022 to March 4, 2023.

Holly Kalbus, Environmental Resources Specialist came before the Board with one item for approval.

On motion by King, seconded by Wetzel, the Board unanimously approved the 2022 Agreement for Watercraft Inspection Services with WaterGuards, LLC.

Dani Blaschko, Auditor Treasurer came before the board with two items for approval.

On motion by King, seconded by Wetzel, the Board unanimously approved the adoption of Over/Under Remittance Resolution for payments made to Le Sueur County Auditor-Treasurer.

OVER/UNDER REMITTANCE RESOLUTION

WHEREAS, payments are made to Le Sueur County Auditor-Treasurer for payment of various taxes, fees and services.

WHEREAS, on occasion, customers will make errors in mailing out checks for such payments leading to an overpayment or underpayment.

WHEREAS, such over/under payments often are minimal and are expensive for the County of Le Sueur to correct considering the cost of postage, office supplies, staff time and banking expenses, resulting in a greater cost to Le Sueur County than actual refund or collection.

WHEREAS, the Le Sueur County Auditor-Treasurer desire to make better use of its office staff and time and thereby provide more efficient service to the general public

NOW, THEREFORE, BE IT RESOLVED, that Le Sueur County hereby establishes a policy of no remittance over for less than \$10.00 for all mail transactions, unless the customer, upon notification by the Le Sueur County Auditor-Treasurer of an overpayment, requests a refund within 30 days of such notification.

BE IT FURTHER RESOLVED that the Le Sueur County Auditor-Treasurer will not pursue collections for what appears to be honest errors resulting in an underpayment of less than \$10.00, EXCEPT for those fees or taxes which require full payment under Minnesota law.

BE IT FURTHER RESOLVED, that all overpayments of less than \$10.00 will be placed into the Le Sueur County General Fund via the over/under line item in the designated service code, and all underpayments will be reflected in the over/under line item.

BE IT FURTHER RESOLVED, that all overpayments and underpayments will be tracked and monitored by the Auditor-Treasurer for habitual overpayments and/or underpayments.

BE IT FURTHER RESOLVED, that the Auditor-Treasurer establish an over/under account with an opening balance of \$25.00. The over/under account will be reconciled weekly and reviewed monthly by the Auditor-Treasurer. When the balance exceeds \$50, the money in excess of \$25 will be receipted into an over/under tax account. When the over/under fund is depleted, approval will be needed from the Finance Director and County Administrator, or any delegates assigned to deposit back in to return to \$25.00 balance.

Dated this _____ day of _____, 2022

LE SUEUR COUNTY BOARD OF COMMISSIONERS

By: Danny O'Keefe, chair

ATTEST

Joe Martin
County Administrator

On motion by Wetzel, seconded by King, the Board unanimously granted a temporary easement for PID 21.680.0720 (tax forfeiture piece) to re-construct a retaining wall as part of the CSAH 36 road project; and allow Dani Blaschko, Auditor-Treasurer to sign the easement on behalf of Le Sueur County Trust for State of Minnesota.

Bailey Griffin, ISG came before the Board with several approval requests.

On motion by King, seconded by Wetzel, the Board unanimously approved the final payment for repair of County Ditch 29 to Selly Excavating for \$5,745.38.

On motion by Wetzel, seconded by King, the Board unanimously approved the payment of a total of 8.12 acres of non-crop temporary damages occurred to the land during the CD 29 construction of the repair project at a rate of \$550 per acre.

On motion by King, seconded by Wetzel, the Board unanimously approved the consideration for change orders to project the re-route of CD61 – Branch 2.

On motion by Wetzel, seconded by King, the Board unanimously approved to table the CD61 consideration for change order to lower Proposed Brach 2 Tile until additional information/quotes are gathered.

Commissioner Committee Reports:

- Commissioner King reported on Waseca-Le Sueur County Library Board, Tri County Solid Waste meeting, JD4 Informational meeting
- Commissioner Wetzel reported on Minnesota Valley Coalition of Government, Waterville township meeting
- Commissioner O’Keefe reported on Fairboard meeting

On motion by Wetzel, seconded by King and unanimously approved, the Board adjourned until March 1, 2022 at 9:00 a.m.

ATTEST: _____
Le Sueur County Administrator Le Sueur County Chairman