

**Minutes of Le Sueur County Board of Commissioners Meeting  
August 18, 2020**

The Le Sueur County Board of Commissioners met in regular session on Tuesday, August 18, 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 Rohlring and Danny O'Keefe. Also present were Darrell Pettis and Brent Christian.

On motion by O'Keefe, seconded by Gliszinski and approved via roll call vote 5 to 0, the Board approved the agenda for the business of the day.

On motion by King, seconded by Wetzel and approved via roll call vote 5 to 0, the Board approved the consent agenda:

- Approved the August 4, 2020 County Board Minutes and Summary Minutes.
- Approved the July 2020 Transfers
  - #1795 Transfer 1,583.82 from Human Services to Road & Bridge (Fuel Jan – June 2020)
  - #1796 Transfer 262.33 from Env Services to Road & Bridge (Fuel Jan – June 2020)
  - #1797 Transfer 24,768.94 from Revenue to Road & Bridge (Fuel Assessor 211.64; Vets 331.23; EM 196.48; Sheriff 21,911.04; Maint 1856.52; Co Admin 262.03)
  - #1798 Transfer 6,441.00 from Agency to Revenue (July RecordEASE)
  - #1799 Transfer 15,211.30 from Gravel Tax to Ditch (7-21-20 Brd Meeting, Ditch #46)
  - #1800 Transfer 336.75 from Revenue to Agency (Correct transfer #1786)
  - #1801 Transfer 336.75 from Agency to Revenue (Transportation costs – Vet's)
- Approved the Electronic Funds Transfer report:
  - 8/5/2020 Transferred \$1,000,000.00 from First State Bank of Le Center to Cornerstone State Bank of Le Sueur for Payroll.
  - 8/7/2020 Transferred \$15,000.00 from Hometown Bank Cleveland (Bond Proceeds) to First State Bank of Le Center for SULP.

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 King, seconded by O'Keefe and approved via roll call 5 to 0, the Board approved and authorized the Chair to sign the Purchase of Service Agreement with Inspire Services, LLC. 100 Oak Avenue SW. Montgomery for the period from 07-01-2020 to 12-31-2020.

On motion by Gliszinski, seconded by Wetzel and approved via roll call 5 to 0, the Board approved the Southern Minnesota RTCC Commitment to Regional Transportation Coordinating Council Phase 2 Implementation Effort Resolution of Support.

On motion by O'Keefe, seconded by King and approved via roll call 5 to 0, the Board approved and authorized the Chair to sign the Purchase of Service Agreement for the transportation of children and youth in Foster Care Placement between Le Sueur County and Tri-City United School District 2905.

Al Gehrke appeared before the Board to discuss Clarks Campground Septic system upgrades and the County Fee structure.

Jeff Neisen, IT Director, appeared before the Board with two items for approval.

On motion by Wetzel, seconded by King and approved via roll call vote 5 to 0, the Board approved a 60-month lease with Loffler for nine copiers in the amount of \$1,100.90 per month plus \$0.005 per page B&W and \$0.045 per page color.

On motion by O'Keefe, seconded by Gliszinski and approved via roll call vote 5 to 0, the Board approved Loffler's quoted of \$4,175.00. for the removal and replacement of HHD from seven copiers.

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

On motion by O'Keefe, seconded by Wetzel and approved via roll call vote 5 to 0, the Board approved the recommendation to accept the resignation from Ryan Holicky, full time Correctional Officer in the Sheriff's Office, effective August 18, 2020.

On motion by King, seconded by O'Keefe and approved via roll call vote 5 to 0, the Board approved the recommendation to transfer Ryan Holicky from full time Correctional Officer to a part time Correctional Officer in the Sheriff's Office, effective August 18, 2020.

On motion by King, seconded by O'Keefe and approved via roll call vote 5 to 0, the Board approved the recommendation to post and advertise for a full time Correctional Officer in the Sheriff's Office, Grade 6, Step 4, at \$21.38 per hour.

On motion by Wetzel, seconded by O'Keefe and approved via roll call vote 5 to 0, the Board approved the recommendation to hire Samuel Ehlers as a full time Deputy Sheriff in Sheriff's Office, Grade 10, Step 4 at \$26.99 per hour, effective August 24, 2020.

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

At 10:30 a.m. Chair Rohlfing called the Public Hearing on Fee Changes for the CHB to order.

On motion by King, seconded by O'Keefe and approved via roll call vote 5 to 0, the Board opened the hearing to public comments.

Zero comments from the Public were received.

On motion by O'Keefe, seconded by King and approved via roll call vote 5 to 0, the Board closed the public comment period at 10:32 a.m.

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

**LE SUEUR COUNTY BOARD OF COMMISSIONERS  
RESOLUTION**

**WHEREAS**, Ordinance 104, the Food and Beverage Ordinance, Ordinance 100, the Lodging Ordinance, Ordinance 103, the Public Swimming Pool Ordinance, Ordinance 101, the Youth Camp Ordinance, and Ordinance 102, the Mobile Home Park/Recreational Camping Area Ordinance, provide for the licensing of food service establishments, lodging establishments, and mobile home parks and recreational camping areas; and

**WHEREAS**, Ordinance 104, Ordinance 100, Ordinance 103, Ordinance 101, and Ordinance 102 all provide that the County Board of Commissioners shall, by resolution, establish the license fees and penalty fees of such establishments; and

**WHEREAS**, the Le Sueur-Waseca Community Health Board passed a motion to implement the Minnesota Department of Health fee schedule and any subsequent adjustments, with the exception of adjustments made during the COVID-19 Emergency of 2020.

**THEREFORE BE IT RESOLVED**, that the annual fees shall be charged at 75% as per Minnesota Statute 157.16, effective for the license period ending May 31, 2021; and shall return to 100% as per Minnesota Statute 157.16, effective for licenses effective June 1, 2021 or later

**BE IT FURTHER RESOLVED**, that the following procedures shall apply to food service establishments, beverage service establishments, lodging establishments, and mobile home parks/recreational camping areas:

- a) License category definitions shall follow those of the Minnesota Department of Health.
- b) The license period shall run from June 1 through May 31 of the following year, with the exception of licenses for 2019-2020, which were extended to July 31, 2020 during the COVID-19 Emergency.
- c) A late fee shall be added when application is made and license fee paid on or after June 1 or after the first date of opening.
- d) The license fee for a new operator purchasing an establishment previously licensed in this license year is one-half the annual license fee, plus any penalty that may be required.
- e) The license fee for operators opening on or after March 1 is one-half the appropriate license fee, plus any penalty fee that may be required. In no case shall the fee be reduced lower than one-half the regular annual fee.
- f) A re-inspection fee equal to the base fee shall be assessed for each subsequent inspection to establishments which are deemed necessary to visit a third or fourth time in less than 12 months due to a failure to comply with corrective orders issued during previous inspections.
- g) As the Minnesota Department of Health Food, Beverage and Lodging and Mobile Home Park and Recreational Camping Area fee schedules are revised, so shall the corresponding Waseca County fees.

Barbara Droher Kline, Carl Menk, Sue Rynda, Ann Traxler and Cindy Shaughnessy appeared before the Board to discuss CARES Act Funding.

On motion by King, seconded by Wetzel and approved via roll call vote 5 to 0, the Board approved the Google Suite Training Contract with Matthew Flugum.

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

On motion by O’Keefe, seconded by King and approved via roll call vote 5 to 0, the Board approved the County Credit Card Application for Dan Tousley.

**Commissioner Committee Reports:**

- Commissioner Gliszinski reported on Multi-Hazard Mitigation Plan, Budget work session.
- Commissioner King reported on Library Board, Tyrone Twp, Sharon Twp, Broadband, Multi-Hazard Mitigation Plan.
- Commissioner Wetzel reported on Multi-Hazard Mitigation Plan, Canvassing Board, Budget work session.
- Commissioner O’Keefe reported on Planning Commission, Canvassing Board, Budget work session.
- Commissioner Rohlfing reported on Region 9, Canvassing Board.

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

Financial:           \$26,247.67  
 Soc Services:       \$81,152.24

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

<b>Warrant #</b>	<b>Vendor Name</b>	<b>Amount</b>
60576	Advanced Correctional Healthcare Inc.	\$ 2,924.11
60578	Ag Partners Coop	\$ 14,602.26
60581	APG Media of Southern MN LLC	\$ 2,420.10
60582	Asbuilt Construction Inc.	\$ 14,150.00
60583	Baker, Tilly, Virchow, Krause LLP	\$ 7,233.00
60585	Bauer Built	\$ 3,664.00
60586	Beer Oil & Tire	\$ 2,799.03
60589	Body Armor Outlet LLC	\$ 3,423.87
60594	C.Boehne Construction LLC	\$ 19,928.50
60596	Christian, Keogh, Moran & King	\$ 3,312.32
60600	Contech Engineered Solutions LLC	\$ 11,750.04
60606	Endres Window Cleaning Inc.	\$ 2,075.40
60607	Evergreen Companies	\$ 10,850.00
60614	Greg’s Auto LLC	\$ 4,011.64
60617	Hansen Sanitation Inc.	\$ 4,056.06
60623	I & S Group Inc.	\$ 8,040.78
60628	Johnson Aggregates	\$ 78,058.45
60634	Liberty Tire Service LLC	\$ 25,635.00
60635	M-R Sign Co. Inc.	\$ 4,350.98
60637	Mariska Enterprises	\$ 2,075.00
60642	Maximus Consulting Services Inc.	\$ 4,800.00
60660	OMG Midwest Inc.	\$ 5,285.25

60661	Owen Masonry LLC	\$ 7,500.00
60662	Paragon Printing & Mailing Inc.	\$ 3,109.39
60667	Regents of the University of MN	\$ 3,336.00
60675	Summit	\$ 8,337.10
60683	Traffic Marking Service Inc.	\$ 25,815.59
60685	Tri-County Solid Waste	\$ 18,889.74
60692	Wildlife Forever	\$ 3,152.70
91	Claims paid less than \$2,000.00:	\$ 38,501.45
29	Claims paid more than \$2,000.00:	\$305,586.31
120	Total all claims paid:	\$344,087.76

On motion by O'Keefe, seconded by Wetzel and unanimously approved, the Board adjourned until Tuesday, August 25, 2020 at 9:00 a.m.

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