

Yellow Medicine County Board Meeting Minutes
April 26, 2016

Chairman John Berends called this regular meeting of the Yellow Medicine County Board to order at 9:00 a.m. with Commissioners Ron Antony, Greg Renneke, Louis Sherlin, Gary Johnson and John Berends present. Also present were County Administrator Peg Heglund, County Attorney Keith Helgeson, Finance and Administration Deputy Ashley Soine and Granite Falls Advocate Tribune reporter Scott Tedrick.

Pledge of Allegiance

Approve Agenda 04-26-16-01 Motion by Commissioner Antony and seconded by Commissioner Sherlin to approve the agenda. Motion carried with all voting in favor.

Consent Agenda 04-26-16-02 Motion by Commissioner Antony and seconded by Commissioner Renneke to approve the consent agenda items as follows: April 12, 2016 County Board meeting minutes; hiring of Jeff Klaassen as an Equipment Operator, his salary will be grade 12a, step 4, his start date is May 9, 2016; hiring of Adam Koepke as seasonal Parks Maintenance, his salary will be grade 8, step 1, his start date is May 9, 2016; hiring of Adam Evenson, Bryan Schrupp and Karl Pfaff as part-time, non-scheduled Corrections Officers/Dispatchers, their salary will be grade 12, step 1, their start date is May 2, 2016; Medical Examiner Contract renewal. Motion carried with all voting in favor.

Citizen Comments None

Commissioners' Report Commissioner Sherlin reported on Western Mental Health Center, Countryside Public Health and Revolving Loan Fund. Commissioner Johnson reported on Clarkfield school hearing, Planning Commission, UMVRDC, Transportation Advisory Committee, Area Transportation Partnership, ditch meeting, Water Task Force, Personnel Committee, 6W Community Corrections, Prairie Five Community Action, Administrator review meeting, Lt. Governor transportation meeting, Prairie Lakes, Prairie Five Rides banquet, Towards Zero Deaths and checked on ditch. Commissioner Antony reported on Canby DAC, SW Workforce Council, MN Valley Regional Railroad Authority and Pioneerland Library. Commissioner Renneke reported on Planning Commission, Personnel Committee and PACT for Families. Commissioner Berends reported on Economic Development meeting, Lt. Governor transportation meeting, Administrator review meeting, Historical Society, Southern Prairie Community Care, pre-audit meeting and Minnesota Machinery Museum annual meeting.

Administrator Heglund's report is included in the Board packet.

Regular Agenda

Mowing at Fairgrounds 04-26-16-03 Motion by Commissioner Renneke and seconded by Commissioner Johnson to direct the Highway Department to mow the Fairgrounds in Canby. The time and cost will be tracked for the following year. Motion carried with all voting in favor.

Staffing Request for Jail 04-26-16-04 Sheriff Bill Flaten discussed a staffing request for the jail. Motion by Commissioner Johnson and seconded by Commissioner Antony to approve the hiring of two full-time Correctional Officers/Dispatchers that would bring them back to the original staffing level. Motion carried with all voting in favor.

Department/Program Updates

Rae Ann Keeler-Aus, Family Service Center Director, gave an update.

Mental Health Awareness Month Proclamation 04-26-16-05 Motion by Commissioner Sherlin and seconded by Commissioner Johnson to designate May as Mental Health Awareness Month in Yellow Medicine County. Motion carried with all voting in favor.

Canby Office Hours 04-26-16-06 Motion by Commissioner Sherlin and seconded by Commissioner Johnson to decrease the scheduled office hours in the Canby satellite office from two days per month to one day per month. Motion carried with all voting in favor.

Purchase of Service Agreement 04-26-16-07 Motion by Commissioner Johnson and seconded by Commissioner Sherlin to approve the Purchase of Service Agreement with Guardian Care and Consulting/Betty Christensen. The hourly rate is \$46.00 with a mileage rate of half the federal tax rate. Motion carried with all voting in favor.

The Connection Youth Center Request 04-26-16-08 Motion by Commissioner Sherlin and seconded by Commissioner Antony to approve the requested amount of \$5,000 to The Connection Youth Center in Canby. This was in the budget for 2016. Motion carried with all voting in favor.

Robin Schoep, Financial Assistance Supervisor, gave a presentation on assistance standards based on household size.

The Board recessed for break at 10:15 a.m.

The Board reconvened at 10:20 a.m.

Regular Agenda (continued)

Dennis Pederson, IT Coordinator, gave a GIS presentation.

UMVRDC Agreement 04-26-16-09 The Board discussed possible Human Services collaboration. Motion by Commissioner Antony and seconded by Commissioner Berends (passed the gavel to Vice Chair Johnson) to approve the UMVRDC Agreement that would allow them to facilitate two meetings with Human Services staff to further discuss possible collaboration in certain areas. Motion failed with Commissioner Antony and Berends voting in favor and Commissioner Johnson, Sherlin and Renneke voting against.

Justice Center Furniture Budget 04-26-16-10 John McNamara, Wold Architects, discussed the Justice Center furniture budget. Motion by Commissioner Antony and seconded by Commissioner Renneke to approve the furniture budget from Northern Business Products in the amount of \$139,320.01. Motion carried with all voting in favor.

The Board recessed for break at 11:27 a.m.

The Board reconvened at 11:37 a.m.

Closed Session Chairman Berends closed the meeting at 11:45 a.m. The meeting was closed under Minnesota Statute 13D.05 to discuss Administrator Heglund's performance evaluation. Those present were the County Board members, County Administrator Peggy Heglund and County Finance and Administration Deputy/Human Resources Coordinator Ashley Soine.

Open Regular Meeting Chairman Berends re-opened the regular meeting at 12:43 p.m.

Administrator Review 04-26-16-11 The Board summarized the closed meeting. Administrator Heglund met expectations on multiple categories including attitude, workplace environment and attendance. Also discussed were areas of improvement as well as goals for the upcoming year. The Board members decided to meet with a third party facilitator who would lead a discussion between them and the Administrator with the goal of developing guidelines regarding the roles and responsibilities of both the Administrator and the Commissioners. Motion by Commissioner Antony and seconded by Commissioner Renneke to approve the satisfactory performance review for Administrator Heglund. Motion carried with all voting in favor.

The Board recessed for lunch at 12:47 p.m.

The Board reconvened at 1:18 p.m.

Commissioner Sherlin was not in attendance.

Department/Program Updates

Michelle Gatz, Veteran's Service Officer, gave an update.

Regular Agenda (continued)

Conditional Use Permit Request YM-566-16, Conrad Doom 04-26-16-12

Jolene Johnson, Planning & Zoning Coordinator, presented a recommendation from the Planning Commission to approve conditional use permit request YM-566-16 for Conrad Doom, Canby, MN to operate a truck sales business, a business use, in the Urban Expansion Management District. The site is located on a 10.4 acre parcel in part of the southeast one-quarter of the southwest one-quarter (SE $\frac{1}{4}$ SW $\frac{1}{4}$) and part of the southwest one-quarter of the southeast one-quarter (SW $\frac{1}{4}$ SE $\frac{1}{4}$) of Section 4 in Norman Township T-114-N R-45-W. The Yellow Medicine County Land Use and Related Resource Management Ordinance, Section V, Subdivision 3.0, requires a conditional use permit to operate a business in the Urban Expansion Management District.

Motion by Commissioner Antony and seconded by Commissioner Johnson to approve Conditional Use Permit YM-566-16 for Conrad Doom with the following conditions:

1. All waste generated from the auto dealership will be disposed of following State of Minnesota Rules.

Motion carried with all voting in favor.

Conditional Use Permit Request YM-565-16, Henry Olson, Sr. 04-26-16-13

Jolene Johnson, Planning & Zoning Coordinator, presented a recommendation from the Planning Commission to approve conditional use permit request YM-565-16 for Henry Olson, Sr., Granite Falls, MN to operate a permit by rule demolition landfill in the Rural Preservation Management District, in part of the southeast one-quarter of the northwest one-quarter (SE $\frac{1}{4}$ NW $\frac{1}{4}$) of Section 24 in Stony Run Township T-116-N R-40-W. The Yellow Medicine County Land Use and Related Resource Management Ordinance, Section VI, Subdivision 2.0, requires a Conditional Use permit for Demolition Landfills.

Motion by Commissioner Antony and seconded by Commissioner Renneke to approve Conditional Use Permit YM-565-16 for Henry Olson, Sr. with the following conditions:

1. All State of Minnesota Rules as they relate to the disposal of demolition debris must be adhered to.
2. Prior to demolition of the buildings, proof of hazardous materials inspection shall be provided to the Yellow Medicine County Zoning Office.
3. Shall be no through truck travel on 306th Avenue in Stony Run Township.

Motion carried with all voting in favor.

Demolition Disposal Agreement 04-26-16-14 Motion by Commissioner Antony and seconded by Commissioner Johnson to approve the Demolition Disposal Agreement with Henry Olson, Sr. for disposal of demolition/construction waste material in his Permit by Rule Demolition Landfill in the amount of \$20,000 and \$2.00 a cubic yard for clay, which is owned by Mr. Olson, to be used in covering the landfill. Motion carried with all voting in favor.

Bids for Asbestos Removal 04-26-16-15 Motion by Commissioner Antony and seconded by Commissioner Renneke to approve the bid from VCI Environmental, Inc. in the amount of \$65,900 to remove asbestos in the Courthouse. Motion carried with all voting in favor.

Earl Fuechtmann and Mitch Paulsen, Contegrity Group, Inc., gave an update on the Justice Center.

Purchase and Crushing of Gravel 04-26-16-16 Motion by Commissioner Antony and seconded by Commissioner Johnson to approve the purchase of gravel from McLaughlin and Schulz in the amount of \$63,275.30. The Board also approved renting a crusher after the quotes have been received. Motion carried with all voting in favor.

Purchase of Maintenance Equipment 04-26-16-17 Motion by Commissioner Renneke and seconded by Commissioner Antony to approve the purchase of a C3 HP High Pressure Cleaner in the amount of \$2,050 and Low-Speed Buffer in the amount of \$850. These amounts are within the 2016 budget. Motion carried with all voting in favor.

The Board recessed for break at 2:55 p.m.

The Board reconvened at 3:05 p.m.

Michelle May, Finance Manager, gave a financial update on Q1 and 2015.

Other Business None

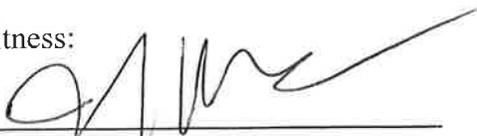
Informational March Jail Report

Approval of Disbursements/Review Auditor's Warrants 04-26-16-18 Motion by Commissioner Johnson and seconded by Commissioner Antony to approve the commissioner warrants for the following amounts: \$6,747.63 Ditch Fund, \$450,113.79 Revenue Fund, \$11,441.98 Road & Bridge Fund, \$45,083.38 Human Services Fund; and acknowledged review of the Auditor's warrants. An itemized listing of all warrants over \$2,000 and an aggregate total for warrants under \$2,000 are published on the County website under the Finance & Administration Department Motion carried with all voting in favor.

Review of Upcoming Meetings and Events The Board reviewed upcoming meetings and events.

Adjourn 04-26-16-19 Motion by Commissioner Renneke and seconded by Commissioner Johnson to adjourn at 4:25 p.m. Motion carried with all voting in favor.

Witness:



John Berends, Chair

Attest:



Peggy Heglund, County Administrator