

WASECA COUNTY BOARD OF COMMISSIONERS-JANUARY 18, 2011

The Waseca County Board of Commissioners met in regular session on Tuesday, January 18, 2011, in the Commissioners Room, 300 N. State Street, Waseca, Minnesota. Members present were Mike Hintz, Richard Androli, Blair Nelson and Jim Peterson. Dan Kuhns was absent.

Others present were Todd Bodem, County Administrator; Joyce Oliver, Auditor-Treasurer; Marilee Reck, Human Services Director; Paul Dressler, County Attorney; Lyle Sopkowiak, Road & Bridge; Brad Milbrath, Sheriff; Tammy Wynkoop, Chief Auditor-Treasurer; Kurt Deter, Ditch Attorney with Rinke Noonan; Russ Stammer, Engineer for City of Waseca.

Mike Hintz, Chairperson, called the meeting to order at 9:30 a.m. The Pledge of Allegiance was recited and roll call was taken.

Chair Hintz asked for public comment. There was none.

Androli moved and Peterson seconded the motion to approve the agenda with the following additions under other county board business: New Richland Sportsman Club loan and Extension Committee. Motion passed unanimously.

Brad Milbrath updated the board regarding the Radio Board Joint Powers Agreement with the west counties, LeSueur, Blue Earth, Nicollet. They are not in favor in doing a PSAPS study.

Mike Hintz presented the awards to the employees with Milestone Employment Anniversaries. The following were recognized for their service:

5 years of service

Jodi Clayton  
Terry Hartmann  
Sara Howe Ruley  
Kathy Kiesler Delarosa  
Nathan Kramer  
Nancy Nicolin  
Amy Williams  
Tammy Wynkoop

10 years of service

Judy Hiller  
Chad Davis  
**Shauna Hoelscher**  
Doug Gerdtz  
Nicole Grams

15 years of service

Georgette Hanson

20 years of service

Tim Collins

25 years of service

Al Kunz  
Marilee Reck

30 years of service

Lynette Krogstad  
Jerry Lehman

35 years of service

Dennis Dinneen

Androli moved and Nelson seconded the motion to approve the Consent Agenda as follows. Motion carried unanimously.

- a. Approve minutes from 12-21-10 and 1-4-11.
- b. Approve Auditor, Commissioner, Human Services and expense bills.
- c. Approve purchase of Lighthouse Module software and Torrens module software with a total purchase price of \$28,321.88, to be paid from the Records Process Compliance Fund.
- d. Approve Resolution 2011-8, Participation in the Regional Technology Collaborative and Steering Committee

### **RESOLUTION 2011-8**

#### **Participation in the Regional Technology Collaborative Steering Committee**

**WHEREAS**, technology is changing at a fast pace, is increasingly complex, and individual counties are challenged to resource the research, development, purchase, and support of technology for the people it serves; and

**WHEREAS**, the combination of resources are not keeping pace with demand and -- in some cases-- real reductions in resources, changes in demographics, increased awareness of best practices, and the strong desire of counties to improve the effectiveness of the human services delivery system for clients and communities has lead counties to examine how we can add value through more effective leveraging of technology; and

**WHEREAS**, over thirty people from among county administrators, coordinators, technology directors, and human services directors from southeastern Minnesota, and state technology leaders from the Minnesota Department of Human Services and Office of Enterprise Technology met in August 2010 to develop a strategy to explore shared technology solutions ; and

**WHEREAS**, county administrators, coordinators, technology directors, and human services directors have recommended that a regional technology collaborative steering committee be established.

**NOW THEREFORE BE IT RESOLVED**, that the Waseca County Board of Commissioners hereby authorizes the Waseca County Administrator to appoint at least one employee of Waseca County to participate as a member of a regional technology collaborative steering committee. The steering committee shall gather information, explore opportunities and provide recommendations to county boards of commissioners, county human services boards, county administrators, county coordinators, county technology directors, and county human services directors of the participating counties.

The goals of the regional technology collaborative steering committee include:

- To develop a strategic, common direction for participating counties' use of technology;

- To assist participating counties in making strong, cost-effective technology decisions;
- To collectively work to form technology collaborations that will be of value to the participating counties;
- To increase group purchasing and negotiating power;
- To provide a measurable decrease in costs, cost avoidance, and/or increase in value of service;
- To ensure clear communication across participating counties in support of the vision (Shared technology solutions) and mission ( Enhanced service to our clients and/or less cost to our constituencies across participating counties); and
- To develop technology standards and implement technology solutions in support of the redesign of human services, which has the most immediate need at this time. (The intent is not to detract from technology services provided to other county departments, but to establish a collaboration model that can be replicated.)

Before December 31, 2012, the steering committee shall provide a recommendation to participating counties regarding the continuation or disposition of the committee beyond that date. If no action is taken by participating county boards of commissioners to continue the steering committee in this or another form, it shall be dissolved by December 31, 2012, or thereabouts.

e. Human Services

1. Approve the existing Governance Agreement for the Waseca County Collaborative for Families (WCCF) for the 2011 calendar year.
  2. Approve 2011 annual contract with the Human Relations Center for providing family based services for families determined by the case manager to require such services. The contract is for the amount of \$69,300.00
  3. Approve 2011 annual contract with Elder Care Program for Guardianship/Conservatorship Services at the rate of \$47.00/hour for regular business and \$52.00/hour for any services required after hours with a cap on service hours not to exceed 48 hours per year per client.
  4. Approve 2011-2012 two year agreement with the state for the provision of county attorney and sheriff services for Child Support program (IV-D). The agreement to pay the County Attorney's Office \$90.00/hour for legal services with a not to exceed clause of \$22,000, and the Sheriff's Department for \$65.00/service for Process and Attempted Service as well as \$37.99/hour for Bailiff Services when required at Child Support Hearings with a not to exceed clause for the 2 year period of \$12,000.
  5. Approve Human Services Board Report.
  6. Approve 2011 annual contract, with the Mankato Marriage and Family Therapy Center for in-home therapy services for needy families determined by the case manager.
- f. Approve Treasurer's Report of Investments.
- g. Approve Emergency Management Monthly Report.

Richard Androli presented the labor committee recommendation to give \$.32 raise to supervisory/non union Employee Salaries, excluding the elected officials, whose salaries were set at the January 4, 2011 board meeting. Discussion ensued. Androli moved and Peterson seconded the motion to raise the wages as presented. Motion passed unanimously.

Androli moved and Nelson seconded the motion to set bid opening for the 2011 and 2012 aggregate stockpiles for 10:00 a.m., Thursday, February 24, 2011, in the Board Room with bid award given at the following board meeting. Motion carried unanimously.

Peterson moved and Androli seconded the motion to set bid opening for the 2011 bituminous material for 10:00 a.m., Thursday, February 24, 2011, in the Board Room, with the bid award given at the following board meeting. Motion carried unanimously.

Peterson moved and Nelson seconded the motion to set the bid opening for the 2011 bituminous mixture for patching for 10:00 a.m., Thursday, February 24, 2011, in the Board Room, with the bid award given at the following board meeting. Motion passed unanimously.

Androli moved and Nelson seconded the motion to set the bid opening for the 2011 bituminous reclamation and paving project for 10:00 a.m., Thursday, February 24, 2011, in the Board room, with the bid award given at the following board meeting. Motion passed unanimously.

Peterson moved and Androli seconded the motion to allow the New Richland Sportsman Club to borrow \$2,295.82 from the St. Olaf Lake Park Fund to be used for repairs caused by last falls flood. The monies will be paid back. Motion carried unanimously.

Todd Bodem presented an Employee Recruitment Process Flowchart which was completed due to staff request seeking uniform direction. Discussion ensued as to the current and previously used procedures. Androli moved and Peterson seconded the motion to approve the flowchart as it pertains to county board participation as follows. Motion carried unanimously.

- County Board accepts employee resignation
- Department Head/Supervisor brings request to rehire to the County Board
- County Board makes decision of vacancy recruitment

Androli moved and Peterson seconded the motion to appoint Jody Weimert, Waseca, to the Extension committee for a 3 year term. Motion carried unanimously.

Todd Bodem gave administrator's report.

Russ Stammer, Engineer for the City of Waseca, introduced plans to restore the wetland west of Itron and north of 22<sup>nd</sup> Ave NW in Waseca. The plan consists of 2 options to reroute County Ditch 18 out of the wetland area.

Kurt Deter, Attorney with Rinke Noonan, presented the following 3 options in which the city could proceed with the project.

Option 1: City of Waseca could petition to abandon CD 18 within city limits (MS 103E.812, Subd 7);

Option 2: City of Waseca could request repair of drainage system & realignment of CD 18 (MS 103E.701, Subd 6);

Option 3: City of Waseca could petition for impounding and diversion of CD 18; (MS 103E.227)

Waseca County reserves the right to have an independent engineer review any and all plans submitted by the City of Waseca to reroute County Ditch 18.

Committee meeting reports were given.

Androli moved and Nelson seconded the motion to adjourn. Motion carried unanimously and the meeting adjourned at 11:30 a.m.

S/\_\_\_\_\_  
Michael Hintz, Chairman  
Waseca County Board of Commissioners

ATTEST:

S/\_\_\_\_\_  
Joyce Oliver  
Waseca County Auditor/Treasurer

The following bills were audited and allowed:

AG POWER ENTERPRISES INC	30.86
ALCOHOL MONITORING SYSTEMS INC	2,517.50
ALLIED OVERHEAD DOOR	495.00
AUTO VALUE WASECA INC	826.54
B&W CONTROL SPECIALISTS INC	4,805.00
BANKERS ADVERTISING CO INC	391.55
BOB BARKER COMPANY INC	115.73
BI INC	86.57
BLUE EARTH CO HUMAN SERVICES	708.00

BOCKS SERVICE INC	464.02
ROBERT BRECK	79.99
BUDACH IMPLEMENT INC	88.64
CARQUEST AUTO PARTS	94.09
CATCO PARTS SERVICE INC	80.71
CDW GOVERNMENT INC	806.90
CHANNING BETE COMPANY INC	812.19
CHARLIES HARDWARE INC	715.99
CONDON FARM SERVICE	338.97
KATHLEEN CONNOR	15.75
COPIER BUSINESS SOLUTIONS INC	200.05
CULLIGAN	57.08
DAVE'S GROCERY	49.07
DEML FORD INC	4,232.75
DLT SOLUTIONS INC	2,835.87
DONAHUE ELECTRIC LLC	88.95
EXPRESS CARE INC	92.39
FIRST NATIONAL BANK OMAHA	575.00
FIRST NATIONAL BANK OMAHA 1140	52.95
FIRST NATIONAL BANK OMAHA 1207	350.04
FIRST NATIONAL BANK OMAHA 1848	563.91
FIRST NATIONAL BANK OMAHA 3911	115.74
FIRST NATIONAL BANK OMAHA 4036	78.25
FIRST NATIONAL BANK OMAHA 4143	329.80
FIRST NATIONAL BANK OMAHA 4472	181.99
FIRST NATIONAL BANK OMAHA 5049	56.99
FIRST NATIONAL BANK OMAHA 5714	17.47
FIRST NATIONAL BANK OMAHA 7533	126.55
FIRST NATIONAL BANK OMAHA 8070	697.33
FIRST NATIONAL BANK OMAHA 9605	1,043.10
FIRST NATIONAL BANK OMAHA 9937	236.06
G&K SERVICES INC	594.89
GEHRING PLUMBING & HEATING INC	112.00
DON HAGEN	265.30
HILLYARD INC	1,000.37
HODGMAN DRAINAGE COMPANY INC	422.50
RANDY HOFMEISTER	118.20
RHONDA JACOBSON	10.00
JOBS PLUS INC	586.75
CURTIS JOHNSON	38.79
KEEPRS INC	691.47
LAMAR COMPANIES LLC	350.00
JOHN LANGFORD ELECTRIC INC	2,029.95
LESUEUR CO TREASURER	4,597.04
LEXIS-NEXIS MATTHEW BENDER INC	242.02
MARIPOSA PUBLISHING	63.49

MARK BEETERS & ASSOCIATES LTD	442.00
MCCLUNES TREE SERVICE	120.00
MICHAEL MCGEE MD	3,000.00
MEDIACOM-NEW YORK	1,700.00
MEDTOX LABORATORIES	43.28
MEHA-ANOKA	40.00
ALLEN METTLER	77.56
MID STATES ORGANIZED CRIME INF	150.00
MN COUNTIES COMPUTERS COOP	23,835.11
MN DEPT OF HEALTH WELL MGT	90.00
MN OFFICE OF ENTERPRISE TECHNO	665.00
NORCHEM DRUG TESTING LAB INC	6.75
NRHEG STAR EAGLE INC	120.86
PAKOR INC-NW8935	217.26
PANTHEON COMPUTER SYSTEMS INC	11.70
PERSONALIZED PRINTING OF WASECA	363.38
DEAN PETERSON	212.71
JAMES PETERSON	123.00
PIONEER FIBERS	4,385.85
PREMIER VETERINARY CENTER LLC	477.69
QUALITY PRINT OF WASECA INC	168.71
RAMSEY COUNTY	1,400.00
RED FEATHER PAPER CO INC	870.07
REGIONS HOSPITAL (AUTOPSIES)	50.00
RETROFIT RECYCLING INC	455.73
RINKE-NOONAN ATTORNEYS AT LAW	200.00
SCHWICKERT COMPANY INC	784.99
SIRCHIE FINGERPRINT LAB	263.24
STATE OF MN BUREAU OF CRIM APP	585.00
STEELE CO DETENTION CENTER	1,860.00
STEELE COUNTY LANDFILL	2,374.80
TESCH SERVICE CENTER INC	6.41
THRIFTY WHITE STORES INC	1,893.75
TRADES OFFICE PRODUCTS	761.28
TRIMIN SYSTEMS INC	2,230.25
WASECA AREA SENIOR CITIZENS IN	9,347.98
WASECA GLASS INC	262.03
WASECA MEDICAL CENTER-MAYO HEA	1,796.00
WASTE MANAGEMENT-CAROL STREAM	6,548.59
WEST GROUP PAYMENT CTR	3,203.18
WHITEWATER WIRELESS INC	452.43
LEE WILLIAMS	153.97
KALEENA WOLF	56.92