



GOODHUE COUNTY MINNESOTA

TO EFFECTIVELY PROMOTE THE SAFETY, HEALTH, AND WELL-BEING OF OUR RESIDENTS

BOARD OF COMMISSIONERS AGENDA

County Board Room
Government Center, Red Wing

January 3, 2017
9:00 a.m.

STATUTORY MEETING

M.S. 375.07 "The Board shall meet at the county seat for the transaction of business on the first Tuesday after the first Monday in January."

COUNTY ADMINISTRATOR- TO CALL STATUTORY MEETING TO ORDER

PLEDGE OF ALLEGIANCE

HIS HONOR, FIRST JUDICIAL DISTRICT JUDGE; OATH OF OFFICE

County Commissioner Paul Drotos
County Commissioner Byron Nesseth

COUNTY ADMINISTRATOR- TO REQUEST NOMINATIONS FOR 2017 CHAIR OF THE COUNTY BOARD

NEWLY ELECTED CHAIR- TO REQUEST NOMINATIONS FOR 2017 VICE CHAIR OF THE BOARD

DISCLOSURES OF INTEREST

REVIEW & APPROVE THE PREVIOUS BOARD MEETING MINUTES

Documents:

[Dec 20, 2016.pdf](#)

REVIEW AND APPROVE THE COUNTY BOARD AGENDA

REVIEW AND APPROVE THE FOLLOWING ITEMS ON THE CONSENT AGENDA:

Consent Agenda

1. Approve 2017 Elected Wages.

Documents:

[2017 Elected Salary.pdf](#)

2. Approve Authorization to Set Bid Dates.

Documents:

[Bid Date Authorization 2017 Consent Agenda.pdf](#)

3. Approve County Website as Official Alternative Publication.

Documents:

[Establish County Website as Official Alternative Publication.pdf](#)

4. Approve the 2017 State Building Code Agreement with the Cities of: Bellechester, Cannon Falls, Dennison, Goodhue, Kenyon, and Wanamingo.

Documents:

[BldgAgreements.pdf](#)

REGULAR AGENDA

County Administrator's Report

1. 2017 County Board Meeting Dates.

Documents:

[2017 Meeting Dates.pdf](#)

2. 2017 Official Publication.

Documents:

[2017 Official Publications.pdf](#)

3. 2017 Committee Structure

Documents:

[2017 COMMITTEE STRUCTURE.pdf](#)

Finance Director's Report

1. Oath of Office- County Assessor

Documents:

[Oath of Office-Assessor.pdf](#)

For Your Information

1. December 20, 2016 Budget Committee Minutes.

Documents:

[December Budget Committee Minutes.pdf](#)

COUNTY BOARD COMMITTEE REPORTS

NEW AND OLD BUSINESS

REVIEW & APPROVE THE COUNTY CLAIMS

ADJOURN

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN
DECEMBER 20, 2016**

The Goodhue County Board of Commissioners met on Thursday, December 20, 2016, at 9:00 a.m. in the County Board Room, Government Center, Red Wing, MN with Commissioners Anderson, Majerus, Rechtzigel, Seifert, and Allen all present.

C/Rechtzigel asked for disclosures of interest. There were none.

¹ Moved by C/Anderson, seconded by C/Majerus, and carried to approve the December 8, 2016, County Board Minutes.

² Moved by C/Anderson, seconded by C/Majerus, and carried to approve the December 20, 2016, County Board Agenda.

³ Moved by C/Anderson, seconded by C/Rechtzigel, and carried to approve the December 20, 2016, County Board Consent Agenda:

1. Approve the 2016 List of Donations.
2. Approve the 2017 A'viands Contract.
3. Approve the Re-appointment of Les Kyлло to the Belle Creek Watershed District.
4. Approve 2017 IRS Mileage Reimbursement Rate.
5. Approve 2017 Leave Without Pay Policy.
6. Approve 2017 Non-Union Wages.
7. Approve 2017 Per Diem Rate.
8. Approve 2017 Vehicle Allowance.
9. Approve 2017 HSA Contributions.
10. Approve GC Administrator Annual Evaluation.
11. Approve TH 56 Detour Agreement No 1026978.
12. Approve Final of 2016 Traffic Marking Contract.
13. Approve Final of 2016 Aggregate Surfacing Contract.
14. Approve Final of 2016 Seal Coat Contract.
15. Approve the 2017-2018 Commitments and Guardianships/Conservatorships Contract.
16. Approve the 2017-2018 CHIPS, Truancy, Paternity, and Child Support Contracts.

LAND USE MANAGEMENT DIRECTOR'S REPORT

City of Cannon Falls Zoning Contract. Staff recommended the board approve the proposed City of Cannon Falls staffing contract for a shared zoning employee.

C/Majerus commented that he was not in favor of adding another position in the building department for Cannon Falls.

⁴ Moved by C/Anderson, seconded by C/Rechtzigel, and carried (4-1-0) with C/Majerus dissenting to approve the City of Cannon Falls staffing contract.

PAC and BOA Committee Appointments. Staff recommended the board approve the following appointments:

Board of Adjustment (BOA)

Commissioner District 1 (Ron Allen) requests the reappointment of: Richard Mallan for his second 3-year term
Commissioner District 5 (Ted Seifert) requests the placement of: Gary Iocco for his first 3-year term

Planning Advisory Commission (PAC)

Commissioner District 4 (Jason Majerus): Mark Huneke for his first 3-year term.

⁵ Moved by C/Seifert, seconded by C/Anderson, and carried to approve the following 2017 Board Appointments:

Board of Adjustment (BOA):

Commissioner District 1 (Ron Allen): Richard Mallan for his second 3-year term

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN
DECEMBER 20, 2016**

Commissioner District 5 (Ted Seifert): Gary Iocco for his first 3-year term
Planning Advisory Commission (PAC)

Commissioner District 4 (Jason Majerus): Mark Huneke for his first 3-year term

PUBLIC WORKS DIRECTOR'S REPORT

Five Year Bridge Replacement Program. Staff recommended the board approve the proposed resolution establishing an updated Five Year Bridge Replacement Plan.

⁶ Moved by C/Anderson, seconded by C/Allen, and carried to approve the following resolution approving the Five Year Bridge Replacement Program:

WHEREAS: Goodhue County is required to submit a Bridge Replacement Priority List to the State for these projects to be eligible for Town Bridge Funds and/or State Bridge Bonding Funds.

NOW, THEREFORE, BE IT RESOLVED that the Goodhue County Board of Commissioners approves the Bridge Replacement Priority List as presented below.

BE IT FURTHER RESOLVED, that the bridges will be replaced as funding is available.

Bridge	Agency	Location	Estimate	Year
5750	Vasa	315th Street	\$650,000	2017
L0567	Vasa	Sunset Trail	\$150,000	
L0700	Zumbrota	400th Avenue	\$235,000	
25J08	Florence	West Florence Trail	\$120,000	
R0004	Roscoe	170th Avenue Way	\$310,000	
L0521	County	CR 44	\$395,000	2018
L0623	Leon	90th Avenue	\$150,000	
2099	Belle Creek	Wheat Trail	\$185,000	
5276	Featherstone	325th Street	\$165,000	
1222	Florence	Ski Road	\$190,000	
L5391	City of CF	3rd Avenue	\$1,500,000	2019
L0546	County	CR 57	\$650,000	
L0679	Goodhue	370th Street	\$190,000	
L0768	Roscoe	155th Avenue	\$125,000	
L0655	Belvidere	240th Avenue	\$225,000	
25502	County	CR 45	\$550,000	2020
L0574	Florence	Hill Avenue	\$295,000	
L0698	Wanamingo	63rd Avenue	\$265,000	
L0725	Zumbrota	225th Avenue	\$195,000	
L0736	Cherry Grove	460th Street	\$160,000	
25501	County	CSAH 2	\$400,000	2021
L5948	Cherry Grove	110th Avenue	\$255,000	
L0612	Vasa	325th Street	\$150,000	
L8937	Holden	20th Avenue	\$150,000	
1713	Goodhue	180th Avenue	\$165,000	

Safe Routes to Schools Design. Staff recommended the board approve the County's cost participation in the reconstruction of the Pioneer Road and Twin Bluff Road intersection.

⁷ Moved by C/Allen, seconded by C/Anderson, and carried to approve the following resolution for the County's cost participation in the reconstruction of the Pioneer Road and Twin Bluff Road intersection:

WHEREAS, the City of Red Wing plans to rebuild the intersection of Twin Bluff Road, Pioneer Road, CSAH 66, and Hay Creek Trail;

WHEREAS, the west leg of this intersection is a County State Aid Highway and it is being rebuilt in this

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN
DECEMBER 20, 2016**

project;

NOW THEREFORE BE IT RESOLVED, that the Goodhue County Board of Commissioners commits \$160,000 for the reconstruction of this intersection, with construction anticipated in 2017.

Solid Waste Designation Plan. Staff recommended the board authorize staff to submit the Goodhue County Solid Waste Designation Plan to the MPCA for approval.

C/Anderson asked if there was a public comment period at the MPCA sometime during the 120 day waiting period. Mr. Isakson was not sure, but would follow up with Mr. Anderson. It was the MPCA process.

C/Rechtzigel commented that he has not supported this issue in the past and would not support it today. He felt it was creating a 3rd party monopoly. It takes the choice away from the residents in his area to where their trash would go.

⁸ Moved by C/Allen, seconded by C/Majerus, and carried (3-2-0) with C/Rechtzigel and C/Seifert dissenting to approve to authorize staff to submit the Goodhue County Solid Waste Designation Plan to the MPCA for approval.

FINANCE DIRECTOR'S REPORT

Fund Balance Commitments. Staff recommended the board approve the 2017 Fund Balance and list of commitments.

C/Anderson was concerned with the compensated absences and questioned if that was enough. Ms. Holmsten noted that she planned to have a Committee of the Whole meeting to go over the compensated absences balance for future years.

County Attorney, Steve Betcher, requested a roll call vote.

C/Allen-Yes, C/Anderson- Yes, C/Rechtzigel- Yes, C/Majerus-No, C/Seifert-Yes

⁹ Moved by C/Anderson, seconded by C/Rechtzigel, and carried (4-1-0) with C/Majerus dissenting to approve the 2017 list of commitments.

Update on Sale of Forfeited Property. Finance Director, Carolyn Holmsten and County Attorney, Steve Betcher addressed the board on the Sale of Forfeited property located at 3860 Sala Way, Red Wing. Staff recommended the board approve the proposed abatement between Goodhue County and D B Industries, LLC.

This was confidential legal advice up to this point and if the board chose to move forward, Mr. Betcher recommended this information become public.

¹⁰ Moved by C/Allen, seconded by C/Rechtzigel, and carried to approve the abatement agreement between Goodhue County and D B Industries, LLC.

Mr. Betcher requested that board approve that staff continue with the statutory authority of the finance director to complete remaining technical details in the transfer of the property that the board has already approved the sale of.

¹¹ Moved by C/Allen, seconded by C/Majerus, and carried to approve that staff continue with the statutory authority of the Finance Director to complete remaining technical details in the transfer of the property located at 3860 Sala Way, Red Wing which the board has already approved the sale of.

HUMAN RESOURCE DIRECTOR'S REPORT

2017 Commissioner Wages. Per Minnesota Statute 375.055, the County Board shall, by resolution, set the annual salary for Board members to be effective January 1 of the next year. The resolution shall contain a statement of the new salary on an annual basis. Staff recommended the board set the 2017 commissioner salaries.

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C/Rechtzigel requested that his salary remain at \$9.33 per hour for the two days in 2017 that he will be commissioner.

C/Allen suggested that the two new commissioner salaries be set at the recommended salary along with the recommended salaries for himself and C/Anderson.

- ¹² Moved by C/Allen, seconded by C/Anderson, and carried to approve the following 2017 Commissioner Salaries as follows:

		<u>2017 Wages</u>	<u>Annual Salary</u>
Allen	Ron	\$ 10.64	\$ 22,131.00
Anderson	Brad	\$ 10.37	\$ 21,569.60
Majerus	Jason	\$ 10.37	\$ 21,569.60
Nesseth	Byron	\$ 10.37	\$ 21,569.60
Drotos	Paul	\$ 10.37	\$ 21,569.60
Seifert	Ted	\$ 10.67	\$ 22,193.60
Rechtzigel	Dan	\$ 9.33	\$ 19,406.40

COUNTY ADMINISTRATOR'S REPORT

Budget Committee Report. The Budget Committee met on Tuesday, December 20 with the following items on the agenda:

Recorder's Compliance/Technology Fund. Lisa Hanni reviewed the annual Recorder Compliance and Technology fund with the committee and the approved projects utilizing these funds.

- ¹³ Moved by C/Anderson, seconded by C/Rechtzigel, and carried to approve the annual list of projects and expenses for the Recorder Compliance and Technology fund.

2017 Out of State Travel Requests. The Budget Committee recommended approval of the 2017 Out of State Travel Requests.

- ¹⁴ Moved by C/Allen, seconded by C/Rechtzigel, and carried (4-1-0) with C/Majerus dissenting to approve the following 2017 Out of State Travel Requests:

Administration:

- National Association of Counties (NACO) Annual Conference, July 21-24 in Columbus, Ohio
- NACO Legislative Conference, February 25-March 1 in Washington, D.C.
- International City/County Management Association (ICMA) Annual Conference, October 22-25 in San Antonio, Texas

Public Works:

- Washington Fly In- Washington DC (County Engineer and 3 County staff) June 5-7, 2017
- NACE Annual Meeting- (County Engineer) April 9-13, 2017

Survey:

- National Council of Examiners for Engineering and Surveying (NCEES) Examination Policy and Procedures Charleston, SC January 12-14
- National Council of Examiners for Engineering and Surveying (NCEES) Examination Professional Surveyors (write test questions for national surveying exams) Clemson, SC January 19-21
- National Council of Examiners for Engineering and Surveying (NCEES) Examination Professional Surveyors (write test questions for national surveying exams) Clemson, SC June 22 -24, 2017
- National Council of Examiners for Engineering and Surveying (NCEES) Annual Meeting Miami, Florida August 22 - 27, 2017

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN
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GIS:

- 2017 ESRI Developer's Conference-Palm Springs, CA, March 7-10, 2017.
- 2017 ESRI Users Conference is being held in San Diego, CA July 10-14, 2017.

2017 Budget and Levy. Staff recommended the County Board approve the proposed resolutions adopting the 2017 Budget and Levy and proposed capital plan as presented. This represents a levy increase of \$2,020,214 (6.98%) over the 2016 approved Levy.

County Attorney Steve Betcher recommended a roll call vote.

C/Allen- Yes, C/Anderson- Yes, C/Rechtzigel- Yes, C/Majerus- No, C/Seifert-No

¹⁵ Moved by C/Anderson, seconded by C/Rechtzigel, and carried (3-2-0) with C/Seifert and C/Majerus dissenting to approve the following 2017 Budget and Levy and proposed capital plan as presented:

Budget Resolution

WHEREAS, The Goodhue County Board and Department Heads have conducted a lengthy, detailed budget planning process, and;

WHEREAS, The County Board has considered all correspondence regarding the same, and has again reviewed said proposed budget to determine that it does in fact represent fiscally responsible county government;

FUND	Budget	
	2017 Expenditures	2017 Revenues
General Fund	\$ 26,070,412	\$ 9,021,169
Public Works	\$ 13,914,381	\$ 9,988,426
Health and Human Services	\$ 14,877,851	\$ 9,280,877
ISTS & Well Loan Program	\$ 17,568	\$ 17,568
EDA	\$ 94,674	\$ 69,380
Capital Plan	\$ 2,059,241	\$ 8,000
Debt Services	\$ 2,025,914	\$ 50,549
Waste Management	\$ 660,627	\$ 316,080
2016 Levy		\$ 30,968,619
Total	\$ 59,720,668	\$ 59,720,668

NOW, THEREFORE, BE IT RESOLVED, that the proposed 2017 Goodhue County Budget be approved as presented.

Levy Resolution

WHEREAS, Goodhue County Department Heads have submitted 2017 proposed department budgets which include anticipated revenues and expenditures; and

WHEREAS, The County Administrator has compiled all 2017 funding requests, revised and presented said requests to the County Board; and

NOW, THEREFORE, BE IT RESOLVED, that the Goodhue County Board of Commissioners does hereby certify to the State of Minnesota the following proposed property tax levy:

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN
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Levy	
Fund	2017 Final Levy
General Fund	\$ 17,049,243
Public Works	\$ 3,925,955
Health and Human Services	\$ 5,596,974
ISTS & Well Loan Program	\$ -
EDA	\$ 25,294
Capital Plan	\$ 2,051,241
Debt Services	\$ 1,975,365
Waste Management	\$ 344,547
Total	\$ 30,968,619

BE IT FURTHER RESOLVED, that the County Auditor-Treasurer hereby certify the above-referenced levy to the Minnesota Department of Revenue.

1st County Board Meeting of 2017. Staff recommended the County Board approve January 3, 2017, at 9:00 a.m., as the first official County Board meeting of 2017. First Judicial District Judge, Kevin Mark will attend to conduct the official swearing in of new commissioners. The location of the meeting will be the County Board Room, Government Center, Red Wing. At that meeting, staff will ask the board to set the time and location for all of its regularly scheduled meetings for 2017.

¹⁶ Moved by C/Allen, seconded by C/Anderson, and carried to approve to conduct the first county board meeting of 2017 on January 3, 2017, at 9:00 a.m. in the County Board Room, Government Center, Red Wing.

SOUTH EASTERN MINNESOTA MULTI COUNTY HOUSING & REDEVELOPEMENT AUTHORITY (SEMMCHRA)

2017 Levy Request. Southeastern Minnesota Multi County Housing & Redevelopment Authority requested the board approve the proposed 2017 levy request.

¹⁷ Moved by C/Anderson, seconded by C/Rechtzigel, and carried to approve the following resolution approve the following resolution approving final special benefit tax levy of Southeastern Minnesota Multi-County Housing and Redevelopment Authority Pursuant to Minnesota Statutes, Section 469.033, SUBD.6, and approving a budget for fiscal year 2017:

WHEREAS, the Southeastern Minnesota Multi-County Housing and Redevelopment Authority (the "Authority") was created by action of the Boards of Commissioners of Dodge, Goodhue, Wabasha and Winona Counties (collectively referred to as the "Counties") pursuant to Minnesota Statutes, Section 469.004; and

WHEREAS, pursuant to such action on the part of the Counties and Minnesota Statutes, Sections 469.001 to 469.047 (the "Act"), the Authority was granted all of the same functions, rights, powers, duties, privileges, immunities and limitations as are provided for housing and redevelopment authorities created for cities under the Act; and

WHEREAS, Section 469.033, subd. 6, of the Act permits the Authority to levy and collect a special benefit tax of up to .0144% of taxable market value upon all taxable property, both real and personal, within the Authority's area of operation; and

WHEREAS, the Authority has requested that the Board of Commissioners of Goodhue County approve the final levy of such a special benefit tax in the amount of \$273,990.00 to be levied upon all taxable market value of taxable property within the Authority's area of operation contained within Goodhue County; and

WHEREAS, the Board of Commissioners of Goodhue County has considered such request by the Authority and believes that consenting to such a final special benefit tax levy by the Authority is in the best interests of Goodhue County and its residents; and

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN
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WHEREAS, the Authority is also required pursuant to Section 469.033, subd. 6, of the Act to, in connection with the levy of such a special benefit tax, formulate and file a budget in accordance with the budget procedures of the Counties in the same manner as required of executive departments of the Counties and the amount of the tax levy for the following year shall be based upon that budget and approved by the Counties; and

WHEREAS, the Authority has presented to the Board of Commissioners of Goodhue County a copy of a proposed budget for its operations for fiscal year 2017.

NOW, THEREFORE, be it resolved by the Board of Commissioners of Goodhue County as follows:

Section 1. That the budget for fiscal year 2017 for the operations of the Authority as presented for consideration by the Board of Commissioners of Goodhue County is hereby in all respects approved.

Section 2. That the levy of a final special benefit tax pursuant to Minnesota Statutes, Section 469.033, subd. 6, is hereby consented to with respect to taxes payable in calendar year 2017 in the amount of \$273,990.00 to be levied upon all taxable market value of taxable property within the Authority's area of operation within Goodhue County.

FUTURE MEETING DATES:

1. December 5-6- Association of Minnesota Counties Annual Conference: Hyatt Regency, Minneapolis.
2. December 8 at 4:00 p.m.- Committee of the Whole Meeting: County Board Room, Government Center, Red Wing.
3. December 8 at 5:00 p.m.- County Board Meeting: County Board Room, Government Center, Red Wing.
4. December 8 at 6:00 p.m.- 2017 Budget & Tax Public Discussion: County Board Room, Government Center, Red Wing.
5. December 19 at 11:00 a.m.- New Commissioner Orientation: IT Conference Room, Government Center, Red Wing.
6. December 20 at 9:00 a.m.- County Board Meeting: County Board Room, Government Center, Red Wing.
7. December 20 at 11:00 a.m.- Health & Human Services Board Meeting: County Board Room, Government Center, Red Wing.
8. December 20 at 11:30 a.m.- Legislative Luncheon: Law Enforcement Center Emergency Management Training Room, Red Wing.

COMMITTEE REPORTS:

C/Seifert	•
C/Rechtzigel	•
C/Anderson	•
C/Majerus	•
C/Allen	•
Administrator Arneson	•

Review and approve county claims.

- ¹⁸ Moved by C/Anderson, seconded by C/Allen, and carried to approve to pay the County claims in the amount of 01-General Revenue \$353,772.73, 03-Public Works \$103,980.66, 11- Human Service Fund \$94,921.93, 21-ISTS \$00, 25- EDA \$488.16, 30-Capital Improvement \$00, 31-Capital Equipment \$00, 34-Capital Equipment \$340,453.17, 35-Debt Services \$2,047.29, 40-County Ditch \$00, 61-Waste Management \$18,914.05, 62-Recycling Center \$00, 63-HHW \$00, 72-Other Agency Funds \$138,556.70, 81-Settlement \$1,470.95, in the total amount of \$1,054,605.64.

**BOARD OF COMMISSIONERS' PROCEEDINGS, GOODHUE COUNTY, MN
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- ¹⁹ Moved by C/Seifert, seconded by C/Rechtzigel, and carried to approve to adjourn the December 20, 2016, County Board Meeting.

SCOTT O. ARNESON
COUNTY ADMINISTRATOR

DAN RECHTZIGEL, CHAIRMAN
BOARD OF COUNTY COMMISSIONERS

MINUTE

1. Approved the December 8, 2016 County Board Meeting Minutes. (Motion carried 5-0)
2. Approved the December 20, 2016 County Board Meeting Agenda. (Motion carried 5-0)
3. Approved the Consent Agenda. (Motion carried 5-0)
4. Approved the Cannon Falls Staffing Agreement. (Motion carried 4-1-0)
5. Approved the Board of Adjustment and Planning Advisory Commission Appointments. (Motion carried 5-0)
6. Approved the 5 year Bridge Replacement Program. (Motion carried 5-0)
7. Approved the Safe Routes to School Agreement. (Motion carried 5-0)
8. Approved the Solid Waste Designation Plan Submittal. (Motion carried 4-2-0)
9. Approved the fund balance commitments. (Motion carried 4-1-0)
10. Approved the abatement agreement with DB Industries for the sale of forfeited property. (Motion carried 5-0)
11. Approved to continue with statutory authority of the Finance Director to continue with the process of the sale of forfeited property. (Motion carried 5-0)
12. Approved the 2017 Commissioner Wages. (Motion carried 5-0)
13. Approved the Recorder Compliance Fund Report. (Motion carried 5-0)
14. Approved the 2017 Out of State Travel Requests. (Motion carried 4-1-0)
15. Approved the 2017 Budget, Levy and Capital Plan. (Motion carried 3-2-0)
16. Approved the first county board meeting of 2017. (Motion carried 5-0)
17. Approved the 2017 SEMMCHRA Levy Request. (Motion carried 5-0)
18. Approved the county claims. (Motion carried 5-0)
19. Approved to adjourn the December 20, 2016 County Board Meeting. (Motion carried 5-0)



Melissa Cushing
Goodhue County Human Resource Director
Goodhue County

Melissa.cushing@co.goodhue.mn.us
509 W. Fifth St.
Red Wing, MN 55066
Office (651) 385.3031
Fax -- (651) 385.3004

TO: Goodhue County Personnel Committee
FROM: Melissa Cushing, Human Resource Director
DATE: January 3, 2017
RE: Salary for Elected Officials

In 2016, the wages for the County Attorney and Sheriff were \$137,800.00.

The wages for the County Attorney and Sheriff are always established at the first Board meeting of the new year.

According to the current pay study, the Sheriff and County Attorney are on grade 90. In order to remain consistent with the pay study, the Sheriff and County Attorney should remain on the pay grid at grade 90, step 12 or \$140,566.40. This would be a 2% wage increase consistent with the wage increase approved by the Board for all non-union employees.

"To effectively promote the safety, health, and well-being of our residents"

GOODHUE COUNTY DEPARTMENT OF PUBLIC WORKS



Gregory Isakson, P.E.
Public Works Director/County Engineer

HIGHWAYS ♦ PARKS ♦ SOLID WASTE

2140 Pioneer Road
P.O. Box 404
Red Wing, MN 55066
PHONE 651.385.3025
FAX 651.388.8437
www.co.goodhue.mn.us

TO: Honorable County Commissioners
Scott Arneson, County Administrator

FROM: Greg Isakson, Public Works Director

RE: 03 Jan 17 County Board Meeting – **CONSENT AGENDA**
2017 Set Bid Date Authorization

Date: 29 Dec 16

Summary

It is requested that the County Board authorize Public Works to set bid opening dates for the 2017 highway contracts as each project is ready for bidding.

Background

The last several years the County Board authorized the Public Works Department to set bid opening dates for the highway projects as the plans and bid packages became ready for advertisement. This advanced authorization has enabled us to prevent the loss of valuable construction time. Along with this advanced approval process, Public Works will keep the board informed of bid dates as they are set throughout the year.

Recommendation

It is the recommendation of staff that the County Board authorize Public Works to set bid opening dates for the 2017 highway projects as each project is ready to bid and keep the County Board informed of bid dates.

GOODHUE COUNTY DEPARTMENT OF PUBLIC WORKS



Gregory Isakson, P.E.
Public Works Director/County Engineer

HIGHWAYS ♦ PARKS ♦ SOLID WASTE

2140 Pioneer Road
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www.co.goodhue.mn.us

TO: Honorable County Commissioners
Scott Arneson, County Administrator

FROM: Greg Isakson, Public Works Director

RE: 03 Jan 17 County Board Meeting - CONSENT AGENDA ITEM
Establish the County web site as an alternative official advertisement site

Date: 29 Dec 16

Summary

It is requested that the County Board approve the attached resolution authorizing the use of the county web site as an alternative to disseminate solicitations of bids, requests for information and requests for proposals for transportation related construction and maintenance projects.

Background

Minnesota Statue 311A.03 Subd.3(b) allows a county to use its web-site as an alternative to disseminate solicitations of bids, requests for information and requests for proposals. It further states that during the first six months after the designation of the county web site the county shall publish in the official newspaper a notice indicating where to find the designated alternative method. Information must be in substantially the same format and for the same time period as required under Minnesota Statue 311A.03 Subd.3.

Alternatives

- Approve the resolution as written which authorizes the use of the county web site as our official site to disseminate solicitations of bids, requests for information and requests for proposals.
- Deny approval of resolution and revert to publishing only in the official newspaper

Recommendations

- It is the recommendation of staff that the County Board approve the resolution as written which authorizes the use of the county web site as our official site to disseminate solicitations of bids, requests for information and requests for proposals.

**BOARD OF COUNTY COMMISSIONERS
GOODHUE COUNTY, MINNESOTA**

Date: 03 Jan 2017

To Use Alternative Method To Disseminate Bids And Requests

WHEREAS, Minn. Statute § 311A.03 Subd. 3(b), allows a county to use its web-site or recognized industry trade journals as an alternative to disseminate solicitations of bids, requests for information and requests for proposals;

NOW THEREFORE , the Goodhue County Board of Commissioners hereby resolves:

BE IT RESOLVED, that from this day forward, the County of Goodhue may use the Goodhue County website, www.co.goodhue.mn.us , as an alternative means to disseminate solicitations of bids, requests for information, and requests for proposals for transportation related construction and maintenance projects.

BE IT FURTHER RESOLVED, that for the first six (6) months after this designation of an alternative means of dissemination, the county shall continue to publish solicitations of bids, requests for information and request for proposals, in the same official newspaper of the county in addition to the alternative method and that the publication in the official newspaper must indicate where to find the designated alternative method.

BE IT FURTHER RESOLVED, that any dissemination by alternative means must be in substantially the same format and for the same period of time as a publication would otherwise be required under Minn. Statute § 331A.03 Subd. 3.

State of Minnesota
County of Goodhue

Allen	Yes	___	No	___
Anderson	Yes	___	No	___
Drotos	Yes	___	No	___
Majerus	Yes	___	No	___
Nesett	Yes	___	No	___

I, Scott Arneson, duly appointed, qualified and County Administrator of the County of Goodhue, State of Minnesota, do hereby certify that I have compared the foregoing copy of a resolution with the original minutes of the proceedings of the Board of County Commissioners, Goodhue County, Minnesota at their session held on the 3rd day of January 2017, now on file in my office, and have found the same to be a true and correct copy thereof.

Witness my hand and official seal at Red Wing, Minnesota, this 3rd day of January 2017.

Scott Arneson
County Administrator

Goodhue County Land Use Management

Goodhue County Government Center | 509 West Fifth Street | Red Wing, Minnesota 55066



Building | Planning | Zoning
Telephone: 651.385.3104
Fax: 651.385.3106

Environmental Health | Land Surveying | GIS
Telephone: 651.385.3223
Fax: 651.385.3098

TO: Goodhue County Commissioners
FROM: Lisa M. Hanni, LUM Director / County Surveyor / County Recorder
DATE: January 3, 2017
RE: 2017 City Building Code Administration Agreements

CONSENT AGENDA:

Attached is a copy of one of the Building Code Administration agreements between the Cities and Goodhue County. Goodhue County administers the Building Code for all of the Townships and the following cities: Bellchester, Cannon Falls, Dennison, Goodhue, Kenyon, and Wanamingo.

Recommendation:

Staff recommends approving the Building Code Administration Agreements for the following cities:
Bellchester, Cannon Falls, Dennison, Goodhue, Kenyon, and Wanamingo.

2017 Agreement State Building Code Administration

This agreement is made and entered into by and between the County of Goodhue, hereinafter referred to as the “County,” and the **City of Bellechester**, hereinafter referred to as the “City.”

Witnesseth

WHEREAS, the City is desirous of contracting with the County for the performance of the hereinafter described State Building Code administration and duties within its boundaries by the Land Use Management Department of the County; and

WHEREAS, the County is agreeable and desirous of rendering such State Building Code administration services on the terms and the conditions hereinafter set forth; and

WHEREAS, such contracts are authorized and provided by Section 471.59 of the Minnesota State Statutes;

NOW, THEREFORE, pursuant to the terms of the aforesaid Statute and any amendments and revisions subsequent thereto, and in consideration of the mutual promises contained herein, it is mutually agreed between the County and the City as follows:

Article I

The County agrees to provide, through the Land Use Management Department of Goodhue County, State Building Code administration services within the boundaries of the City to the extent and in the manner hereinafter set forth.

1. Except as otherwise specifically set forth herein, such State Building Code administration services shall only encompass duties and functions of the type coming within the jurisdiction of and customarily rendered by a Building Official under law, and shall not include services normally provided by the State of Minnesota such as issuance of electrical permits and electrical inspections or any miscellaneous city ordinances.
 2. The standard of performance, the method of providing State Building Code administration services, and other matters incident to the performance of the services under this Agreement, including personnel to be employed, shall be determined by the Director of the Land Use Management Department of the County.
-

3. The City shall, by ordinance, adopt the latest Minnesota Building Code and all referenced documents contained within.
4. Under this Agreement, the City Clerk will receive all applications for building permits within the City as required by existing laws, codes, and ordinances.
5. All applications for permits, which require a conditional use permit, a variance to existing ordinances, or other local approval or action, shall be referred to the Governing Body of the City, together with recommendations as appropriate, for action by the Governing Body.
6. Following City approval per all local rules, regulations and ordinances, the permit application and related submittals shall be forward to the Building Official of the County, who shall examine all such applications and appropriate submittals to determine compliance with the State Building Code.
7. Under this Agreement, the Building Official, or designee, of the County will provide plan review services as necessary in all instances where such plan review is mandatory by existing laws, codes, or ordinances.
8. The Building Official, or designee, of the County shall provide all job-site inspections of projects under permits as required by the State Building Code, as well as all such special inspections as shall be deemed necessary in order to insure compliance with existing laws, and upon completion of each project shall issue a Certificate of Occupancy where required.
9. The City Clerk shall collect, receipt for, disburse, and maintain records of all fees and charges collected incident to the administration of the State Building Code contained herein, according to the Schedule of Fees and Charges agreed to by both parties.

Article II

The parties hereto further agree that the schedule of fees and charges contained herein shall apply to all permits and services performed under the provisions of this Agreement.

1. Fees and charges shall be due and payable upon permit approval, and shall be collected by the City Clerk from the applicant for said permit.
2.
 - A) The Building Official may authorize refunding of any fee which was erroneously paid or collected.
 - B) The Building Official may authorize refunding of not more than 80% of the permit fee paid when no work has been done under a permit issued in accordance with the State Building Code.
 - C) The Building Official may authorize refunding of not more than 80% of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done.

3. The base Building Permit Fee shall be determined by the Goodhue County Fee Schedule.
4. When the Building Official requires a plan or other data, a Plan Review Fee shall be incurred and paid with the permit fee. Said Plan Review Fee shall be 40% of the base Building Permit Fee for residential occupancies. The Plan Review Fee for all non-residential occupancies shall be 65% of the base Building Permit Fee.
5. The building permit valuation shall be determined by the Building Official.
6. A) Where work for which a permit is required is started, or proceeded with, prior to obtaining said permit, a special investigation shall be made before a permit may be issued for such work.

B) An investigation fee as referenced in the County Fee Schedule shall be collected and is in addition to the required permit fees, but it may not exceed the permit fee.
7. The fees and charges listed herein are exclusive of fees and charges required by the State of Minnesota pertaining to electrical permits and inspections.
8. At the discretion of the Building Official, an additional charge in accordance with the Goodhue County Fee Schedule may be required in such instances where repeated violations of the Building Codes and Ordinances make necessary an excessive number of reinspections in order to insure compliance with the provision of said codes and ordinances. Such charges shall be payable by the permittee prior to the issuance of the Certificate of Occupancy.

Article III

The parties hereto further agree as follows:

1. The City agrees that in payment for the State Building Code administration services contained herein, the City shall remit quarterly to the County out of the fees and charges collected pursuant to this agreement during the previous quarter, eighty percent (80%) of all building permit fees and penalties, and one hundred percent (100%) of all plan review fees and all building permit surcharges required by law to be remitted to the State of Minnesota.
2. The Building Official of the County shall account for and forward to the State of Minnesota, all building permit surcharge monies required by law.
3. The City shall not assume, under this agreement, any liability for the direct payment of any salary, wage, or other compensation to any County employee performing State Building Code administration service to the City.

4. Except as otherwise specified herein, the City shall not, under this Agreement, be obligated to, or responsible for, or liable for compensation or indemnity to, any County employee performing State Building Code administration services to the City for injury or sickness arising out of said employment, and the County agrees to hold harmless the City against any such claim.

Article IV

The parties hereto, the County and the City, further agree as follow:

1. The City, its officers, agents, and employees, will cooperate with and assist the County in the orderly performance of services listed herein.
2. The County, its officers, its agents, and its employees, shall not assume to be liable for any intentional or negligent act of the City, or of any officer, agent, or employee of the City; and the City agrees to hold the County, its officers, its agents, and its employees harmless from any intentional or negligent act of the City, or of any officer, agent, or employee of the City; and the City agrees to defend the County, its officers, its agents, or its employees, from any claim for damages resulting from the negligent act of the City, or of any officer, agent or employee of the City.
3. The City, its officers, its agents, and its employees, shall not assume to be liable for any intentional or negligent act of the County or of any officer, agent, or employee of the County; and the County agrees to hold the City, its officers, its agents, and its employees, harmless from any intentional or negligent act of the County, or of any officer, agent, or employee of the County; and the County agrees to defend the City, its officers, its agents or its employees, from any claim for damages resulting from the negligent, or intentional act of the County, or of any officer, agent or employee of the County.
4. Unless sooner terminated as provided for herein, this Agreement shall be effective for the calendar year specified by the Agreement.
5. This agreement shall be self-renewing for additional one-year periods. At the option of the City, the Agreement may be terminated with no less than a ninety-day notice in writing to the Board of Commissioners of Goodhue County, Minnesota. Should the County desire to terminate the Agreement they shall provide no less than ninety days notice in writing to the Governing Body of the City. The County shall annually review and adjust as necessary fees and charges to insure that such charges and fees do not exceed the actual cost of providing the service. Any change to the fees and charges shall be reflected in the County Fee Schedule.

6. It is understood that this Agreement contains the entire agreement between the County and the City and that no statement, promises, or inducements, made by any party hereto, or officer, agent, or employee of either party hereto which is not contained in this written Agreement shall be valid or binding; and this Agreement may not be enlarged, modified or altered except in writing signed by the parties and endorsed hereon. It is expressly understood between the parties hereto, that this understanding will be considered in interpreting the provisions of this Agreement, that upon notice given by any party hereto, later negotiations may be undertaken for the purpose of revising, adding to, or striking, any provision or provisions of this Agreement which appear unworkable or insufficient to perfect, maintain, and insure that the purpose of this Agreement, and any change to the original provisions of this Agreement, mutually acceptable shall be written and attached to this Agreement. As provided above, any such revision, addition, or deletion, will only apply to the provision revised, added, or deleted, and the remainder of this Agreement shall remain in full force and effect.

7. The effective date of this Agreement is January 1, 2017, and its expiration date is December 31, 2017, at which time it shall be automatically renewed unless terminated or altered by operation of law or by terms of the Agreement.

Attest

For the City of Bellechester, Minnesota:



 City Clerk



 Mayor

11/27/16

 Date

12/10/16

 Date

For Goodhue County, Minnesota:

 County Administrator

 County Board Chair

 Date

 Date



Scott O. Arneson
County Administrator
Goodhue County

509 W. Fifth St.
Red Wing, MN 55066
Office (651) 385.3001
Fax (651) 385.3004

To: Board of Commissioners

From: Scott O. Arneson

Date: December 21, 2016

Re: 2017 County Board Meeting Times/Locations

Minnesota Statutes 13D.04 outline the requirements for notice of public meetings. This statute requires that “a schedule of the regular meetings of a public body shall be kept on file at its primary offices.”

Staff recommends the Board set the time and location for all of its regularly scheduled meetings at the first County Board meeting in January (January 3, 2017).

GOODHUE COUNTY BOARD OF COMMISSIONERS

RONALD ALLEN
1st District
1713 Siewert Street
Red Wing, MN 55066

BRAD ANDERSON
2nd District
10679 375TH St. Way
Cannon Falls, MN 55009

BARNEY NESSETH
3rd District
41595 Co. 8 Blvd
Zumbrota, MN 55992

JASON MAJERUS
4th District
39111 Co. 2 Blvd
Goodhue, MN 55027

PAUL DROTOS
5th District
1825 Twin Bluff Rd
Red Wing, MN 55066



Scott O. Arneson
County Administrator
Goodhue County

509 W. Fifth St.
Red Wing, MN 55066
Office (651) 385.3001
Fax (651) 385.3004

To: Board of Commissioners

From: Scott O. Arneson

Date: December 21, 2016

Re: 2017 Official Publication

Report Summary

Request the County Board to designate a newspaper for official publications.

Background

Minnesota Statute 375.12 requires County Boards to let an annual contract to a qualified newspaper for publication of its official proceedings. This must be approved at the first regular session of the board in January each year. The newspaper will also be designated as the official newspaper for the County's other public notices.

We have received one bid from the Red Wing Republican Eagle. We have been notified that it is a joint bid which is allowable under MS 331A.04, Subd. 7. We anticipate that the bid will be similar to last year which continues the joint arrangement that includes The Cannon Falls Beacon, The Kenyon Leader, The Republican Eagle and the Zumbrota News Record.

The Statute requires that we open the bid at the meeting, so it is not included with the report.

Recommendation

We recommend that the County Board open the sealed bid from the Republican Eagle. Upon inspection and approval, we recommend the designation of the Republican Eagle as the County's Official Publication for 2017.

GOODHUE COUNTY BOARD OF COMMISSIONERS

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Goodhue, MN 55027

PAUL DROTOS
5th District
1825 Twin Bluff Rd
Red Wing, MN 55066



2017 COMMITTEE STRUCTURE

COMMITTEE	APPOINTMENTS
AMC Environmental & Natural Resources	C/Allen
AMC General Government	C/Majerus
AMC Health & Human Services	C/Drotos
AMC Native American Task Force	C/Allen
AMC Public Safety AMC Transportation and Agricultural	C/Nesseth C/Anderson
Budget/Personnel	Board Chair and Vice Chair
Cannon River Watershed Partnership	C/Anderson
County Court Policy Committee	C/Drotos
Cannon Valley Trail – Joint Powers Board	C/Allen, C/Anderson
County Extension	C/Nesseth
Parks, Trails & Recreation Advisory Board Lake Byllesby Advisory Committee	C/Allen, C/Anderson
LEC Joint Powers Board	C/Drotos
Goodhue County Historical Society	C/Allen
Goodhue County Tribal Liaison Committee	C/Allen
Goodhue Wabasha Hiawatha Transit	C/Nesseth
Highway 52 & Rapid Transit	C/Nesseth
Insurance Committee	C/Majerus, C/Drotos
Law Library	C/Drotos
Red Rock Corridor High Speed Rail Commission	C/Drotos , C/Allen (A)
Planning Advisory Commission	C/Allen
Red Wing 2020	C/Drotos
Resource, Conservation & Development	C/Anderson, C/Majerus (A)
Rural ID & E-911	C/Anderson
School Community Advisory Task Force	C/Allen
SE Minnesota Water Resource Board	C/Anderson



2017 COMMITTEE STRUCTURE

SE Minnesota Regional Radio Board	C/Majerus, C/Drotos
SE Minnesota PSAP Study Group	C/Drotos
SELCO	C/Neseth, C/Majerus
South Country Health Alliance	C/Neseth, C/Drotos
Technology Committee	C/Neseth, C/Anderson
Three Rivers Citizens Action Council	C/Neseth, C/Majerus
Water Planning Policy Group	C/Anderson, C/Allen (A)
Solid Waste Advisory Committee	C/Majerus, C/Anderson
Work Force Development /EMS Joint Powers Board	C/Majerus
Zumbro Valley Watershed	C/Neseth
Policy Committee	C/Anderson, C/Majerus
State Community Health Services Advisory Committee	C/Drotos
SEMMCHRA	C/Majerus, C/Anderson (A)
Revolving Loan Fund Committee	C/Neseth, C/Majerus
MN Inner City Passenger Rail Forum	C/Anderson, C/Drotos
Cannon River One Watershed One Plan	C/Anderson, C/Neseth (A)
Red Wing Ignite Community Advisory Panel	

Goodhue County Oath of Office



I, Betty L Schultz, swear and affirm, that I will support the Constitution of the United States and of this State, that I will be diligent, faithful, and impartial in the performance of the duties of the office and trust that I now assume as County Assessor for the County of Goodhue. So help me God.

Betty L Schultz

"Subscribed and sworn to before me this 3rd day of January, 2017"

Goodhue County Board Chairman



GOODHUE COUNTY BUDGET COMMITTEE
MINUTES
Administration Conference Room
December 20, 2016
8:30 a.m.

Staff Present: Commissioner Dan Rechtzigel, Commissioner Ron Allen, Lisa Hanni, Carolyn Holmsten, and Andrea Benck.

Recorder Compliance/Technology Fund Report. Lisa Hanni reviewed the Recorder Technology and Compliance Fund report with the committee. The board needed to approve this list annually.

The Committee recommended approval of the 2017 Recorder Compliance and Technology Fund Report.

Out of State Travel Requests. The following departments request approval for out of state travel in 2017:

Administration.

- National Association of Counties (NACO) Annual Conference, July 21-24 in Columbus, Ohio
- NACO Legislative Conference, February 25-March 1 in Washington, D.C.
- International City/County Management Association (ICMA) Annual Conference, October 22-25 in San Antonio, Texas

Public Works.

- Washington Fly In- Washington DC (County Engineer and 3 County staff) June 5-7, 2017
- NACE Annual Meeting- (County Engineer) April 9-13, 2017

Survey.

- National Council of Examiners for Engineering and Surveying (NCEES) Examination Policy and Procedures Charleston, SC January 12-14
- National Council of Examiners for Engineering and Surveying (NCEES) Examination Professional Surveyors (write test questions for national surveying exams) Clemson, SC January 19-21
- National Council of Examiners for Engineering and Surveying (NCEES) Examination Professional Surveyors (write test questions for national surveying exams) Clemson, SC June 22 -24, 2017
- National Council of Examiners for Engineering and Surveying (NCEES) Annual Meeting Miami, Florida August 22 - 27, 2017

Ms. Hanni noted that all of these conferences are paid for by NCEES.

GIS

2017 ESRI Developer's Conference-Palm Springs, CA, March 7-10, 2017. The conference covers GIS programming and development topics including website management and applications. We estimate approximately \$3000 for staff to attend.

2017 ESRI Users Conference is being held in San Diego, CA July 10-14, 2017. We estimate approximately \$3000 for staff to attend.

The Committee recommended approval of the 2017 Out of State Travel Requests as presented.

Meeting adjourned at 8:32 a.m.