

**Wabasha County**  
**Board of Commissioners**  
**Meeting Agenda**  
**August 1, 2017**  
**9:00 a.m.**

**Agenda Item:**

- 1.0 **Call to Order**
  - Please be respectful and turn off all cell phones and pagers during the Board meeting.
- 2.0 **Pledge of Allegiance**
- 3.0 **Roll Call** (Goihl, Hall, Key, Springer, Wobbe)
- 4.0 **Approve Agenda**
- 5.0 **Staff Updates**
- 6.0 **Administrator Update**
- A. **Anniversaries:**
  - Thomas Alme, Probation 15 Years of Service
  - Doris Ryan, Social Services 15 Years of Service
  - Brenda Tomlinson, Emergency Management 20 Years of Service
- 7.0 **Citizen Involvement** MS13D.01. subd 6  
Any person may observe Board meetings. Citizens must be able to hear the discussion at a meeting and must be able to determine who votes for or against a motion. One copy of the agenda and all materials made available to the Board should be made available to the audience unless doing so would violate the Minnesota Government Data Practices Act. Although anyone can attend Board meetings, citizens cannot speak or otherwise participate in any discussions unless the Board recognizes them for this purpose.
- 8.0 **Public Forum**
  - Sign-up for the public forum will be done prior to the beginning of the meeting.
  - No personal attacks to persons present or not.
  - No inflammatory language used during time that you have the platform.
  - Thank you for participating in County government.
- 9.0 **Consent Agenda**  
Items on the Consent Agenda are considered to be routine by the County Board of Commissioners and may be enacted through one motion. Any item on the Consent Agenda may be removed by any of the Commissioners for separate consideration.
- A. Minutes: July 25<sup>th</sup>, 2017
- B. Claims
- C. Meal Vouchers
- D. Per Diems
- E. Donations: Approve and accept \$360 donation on behalf of the Wabasha County Substance Abuse Court
  - Jon Myren \$360
- F. Highway: Approve Final Payment to Northern Salt, Inc. (2017-153)
  - 10.0 **Action/Discussion Items**
  - A. Highway: Approve County State Aid Highway 27 Designation (2017-154)
  - B. Highway: Approve Maintenance Agreements with Cities for 2018 (2017-155)
  - C. Highway: Accept quote for paving portions of County Highway 50 in Elgin (2017-156)
  - D. Highway: Accept quote for paving portions of County Highway Lake City Shop and Mazeppa Shop Parking Lots (2017-157)
  - E. Highway: Approve Reclassification Request Moving Mark Passe from Tech II to Tech III (2017-158)
  - F. Public Health: Approve Reclassification Request Moving Jeanne Freier from RN to PHN (2017-159)
    - 11.0 **Commissioner Reports**
    - 12.0 **Board Concerns**
    - 13.0 **Recess/Adjourn**

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**MINUTES - REGULAR MEETING – TUESDAY, JULY 25, 2017**

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The Board of County Commissioners of Wabasha County, Minnesota, convened in Regular Session at the Wabasha County Courthouse, in the City of Wabasha, Minnesota on Tuesday, July 25, 2017 at 9:00 a.m.

07/25/17

The meeting was called to order by Board Chairperson Key.

CALL TO ORDER

The following Commissioners were present: Goihl, Hall, Key, Springer, Wobbe

ROLL CALL

HALL-WOBBE

Motion to approve the agenda

APPROVE AGENDA

Adopted Unanimously

Staff Updates:

STAFF UPDATES

Administrator Updates:

GOIHL-HALL

ADMINISTRATOR UPDATES

Motion to approve the consent agenda including the following:

Minutes: July 18, 2017

Claims

Meal Vouchers

Per Diems

Donations: Approve and accept donations to Veterans Service Office

- Donation from Mr. and Mrs. Arthur Squires \$250.00

APPROVE CONSENT AGENDA

Presentation: MNDot 10 Year Workplan Discussion

Presentation: 2018 Budget Appropriation Requests

- Southern MN Tourism Association-Kathy Jo Rodester & Christian Dawson
- Whitewater River Watershed Project-Sheila Harms
- SEMCAC-Debbie Betthausser

SPRINGER-KEY

Resolution No.: 2017-146

Southeast Library Cooperative Five Year Contract

RES 2017-146:  
APPROVE  
SOUTHEASTERN  
LIBRARY  
COOPERATIVE  
CONTRACT

Whereas, the State of Minnesota requires the County to participate in a regional public library system; and

Whereas, the Southeastern Library Cooperative (SELCO) is a regional library system created pursuant to Minnesota statutes and is designated to serve the County; and

Whereas, the current contract between the County and SELCO will expire on January 1, 2018 and the parties wish to continue in their partnership; and

Now Therefore be it Resolved by the Wabasha County Board of Commissioners approves the adoption of the attached agreement (Exhibit #1) which calls for funding for SELCO in the following amounts:

2018 - \$151,700    2019 - \$155,493    2020 - \$159,000  
2021 - \$153,364    2022 - \$167,558

Adopted Unanimously

GOIHL-HALL

Resolution No.: 2017- 147

RES 2017-147:  
APPROVE  
AGREEMENT

Now Therefore Be It Resolved by the Wabasha County Board of Commissioners that Wabasha County enter into

the attached "Cooperative Agreement between the Township of Plainview and Wabasha County".

Be It Further Resolved by the Wabasha County Board of Commissioners that the Chair of the County Board of Commissioners and Wabasha County Administrator are authorized to execute the attached "Cooperative Agreement between the Township of Plainview and Wabasha County".

Passed 4-1 Nay: Springer

GOIHL-HALL

Resolution No.: 2017-148

Whereas, the Wabasha County Highway Department finds it beneficial to purchase one 2017 John Deere 544K Loader, and

Whereas, with the purchase of one loader and in consideration of one less shop location, Unit 978 – JD 444 Loader and #991 Case 621C Loader are considered excess.

Now Therefore be it Resolved by the Wabasha County Board of Commissioners that the Wabasha County Highway Department be authorized to purchase one 2017 John Deere 544K Loader from RDO Equipment Co.

Be it further resolved that the Wabasha County Board of Commissioners hereby declares Unit #978 – JD 444 Loader and Unit #991 Case 621C Loader as Excess Equipment and authorizes the County Engineer to dispose as a trade-in allowance or as otherwise equivalent or greater sale through an auction.

Adopted Unanimously

WOBBE-HALL

Resolution No.: 2017-149

Labor Negotiation Strategy

Whereas, Minn. Stat. §13D.03 subd. 1(a) permits closing a County Board meeting for the purposes of discussing labor negotiation strategy;

Whereas, the County Board desires to consult regarding the best course of action to take during the ongoing labor negotiations;

Whereas, it is not possible to fully discuss strategy and the options available to the County in a public meeting;

Whereas, certain phases of the negotiation strategy may be impaired if every discussion is available for the benefit of opposing parties;

Whereas, the County Board wishes to meet with to discuss the pros and cons, and strategy regarding the labor negotiations, and finds that such a discussion cannot be had in public session;

Whereas, based upon the foregoing the Board finds there is an absolute need for confidentiality of this matter;

Now Therefore be it Resolved by the Wabasha County Board of Commissioners that a closed meeting of the County Board concerning labor negotiations will be held. No subject matter other than the foregoing shall be discussed at said meeting.

Adopted Unanimously

GOIHL-KEY

Resolution No.: 2017-150

2017 AFSCME Courthouse Collective Bargaining Agreement

Whereas, the Wabasha County Negotiation Team met in negotiations and mediation with the AFSCME Courthouse collective bargaining unit, and;

WITH  
PLAINVIEW  
TOWNSHIP

RES 2017-148:  
AUTHORIZE  
THE PURCHASE  
ONE (1)  
LOADER

RES 2017-149:  
APPROVE  
CLOSED  
SESSION FOR  
LABOR  
NEGOTIATION  
STRATEGY

RES 2017-150:  
APPROVE  
AFSCME  
COURTHOUSE  
COLLECTIVE  
BARGAINING  
AGREEMENT

Whereas, the parties have reached a Tentative Agreement, and;

Whereas, the Negotiation Committee has reviewed the agreement and it met with their unanimous approval, and

Whereas, the AFSCME Courthouse Union has voted to accept the agreement as presented

Now Therefore Be It Resolved by the Wabasha County Board of Commissioners approves the adoption of the attached agreement.

Adopted Unanimously

SPRINGER-WOBBE

Resolution No.: 2017-151

2017 AFSCME Highway Collective Bargaining Agreement

Whereas, the Wabasha County Negotiation Team met in negotiations and mediation with the AFSCME Highway collective bargaining unit, and;

Whereas, the parties have reached a Tentative Agreement, and;

Whereas, the Negotiation Committee has reviewed the agreement and it met with their unanimous approval, and

Whereas, the AFSCME Highway Union has voted to accept the agreement as presented

Now Therefore Be It Resolved by the Wabasha County Board of Commissioners approves the adoption of the attached agreement.

Adopted Unanimously

SPRINGER-GOIHL

Resolution No.: 2017-152

2017 AFSCME Social Services Collective Bargaining Agreement

Whereas, the Wabasha County Negotiation Team met in negotiations and mediation with the AFSCME Social Services collective bargaining unit, and;

Whereas, the parties have reached a Tentative Agreement, and;

Whereas, the Negotiation Committee has reviewed the agreement and it met with their unanimous approval, and

Whereas, the AFSCME Social Services Union has voted to accept the agreement as presented

Now Therefore Be It Resolved by the Wabasha County Board of Commissioners approves the adoption of the attached agreement.

Adopted Unanimously

SPRINGER-HALL

Motion to Recess to Board Work Session - Internal Promotions and Job Creations

Adopted Unanimously

**BOARD OF COUNTY COMMISSIONERS**  
WABASHA COUNTY, MINNESOTA

BY: \_\_\_\_\_  
Board Chair, Cheryl Key

RES 2017-151:  
APPROVE  
AFSCME  
HIGHWAY  
COLLECTIVE  
BARGAINING  
AGREEMENT

RES 2017-152:  
APPROVE  
AFSCME  
SOCIAL  
SERVICES  
COLLECTIVE  
BARGAINING  
AGREEMENT

COMMISSIONER  
REPORTS

BOARD  
CONCERNS

ADJOURN

ATTEST:

BY: \_\_\_\_\_  
Michael P. Plante, County Administrator

**WABASHA COUNTY  
BOARD MEETING  
1-Aug-17**

**AUDITOR'S WARRANTS**

<u>DATE</u>	<u>ACH NUMBERS</u>	<u>WARRANT NUMBERS</u>	<u>AMOUNT</u>
7/26/2017		35739-35749	\$ 103,800.35
7/26/2017	2975-2986	35817-35862	\$ 95,112.82

**TOTAL AUDITOR'S WARRANTS**

\$ 198,913.17

**MEAL VOUCHERS**

EMPLOYEE

DATES

AMOUNT

**TOTAL MEAL VOUCHERS**

\$ -

**TAXABLE UNIFORM ALLOWANCE**

EMPLOYEE

DATES

AMOUNT

**TOTAL UNIFORM ALLOWANCE VOUCHERS**

\$ -

**WABASHA COUNTY  
BOARD MEETING  
1-Aug-17**

**PER DIEM PAYMENT REQUEST**

<b><u>COMMISSIONER</u></b>	<b><u>DATE</u></b>	<b><u>COMMITTEE</u></b>	<b><u>AMOUNT</u></b>
Goehl, Brian	05/23/17	HUMAN SERVICES MEETING	50.00
	06/20/17	HUMAN SERVICES MEETING	50.00
	07/18/17	HUMAN SERVICES MEETING	50.00
			<b>\$ 150.00</b>
Hall, Rich	05/02/17	R.R.A	\$ 50.00
	05/08/17	SE MN WATER RES BRD	\$ 90.00
	05/11/17	SMART	\$ 50.00
	05/22/17	SCHEDULED MEETING	\$ 50.00
	05/23/17	HUMAN SERVICES MEETING	\$ 50.00
	06/05/17	AMC	\$ 90.00
	06/15/17	W.W.J.P.B	\$ 50.00
	06/20/17	HUMAN SERVICES MEETING	\$ 50.00
	06/26/17	SCHEDULED MEETING	\$ 50.00
	06/27/17	BIKE TRL	\$ 50.00
	07/18/17	HUMAN SERVICES MEETING	\$ 50.00
			<b>\$ 630.00</b>
Key, Cheryl	05/04/17	HIGH SPEED RAIL	\$ 50.00
	05/23/17	HUMAN SERVICES MEETING	\$ 50.00
	05/25/17	TZD	\$ 50.00
	06/05/17	AMC	\$ 90.00
	06/06/17	SAFETY COMMITTEE	\$ 50.00
	06/12/17	ECB	\$ 50.00
	06/20/17	HUMAN SERVICES MEETING	\$ 50.00
	06/26/17	UNION MEDIATION	\$ 90.00
	06/27/17	HUMAN SERVICES MEETING	\$ 50.00
	07/18/17	HUMAN SERVICES MEETING	\$ 50.00
			<b>\$ 580.00</b>
Springer, Don	04/25/17	SWCD	\$ 50.00
	03/06/17	TAKE BACK HEARING PER DIEM	\$ (50.00)
	05/23/17	HUMAN SERVICES MEETING	\$ 50.00
	05/24/17	JOINT COUNTY AUTHORITY	\$ 50.00
	06/20/17	JOINT COUNTY AUTHORITY	\$ 40.00
	06/20/17	HUMAN SERVICES MEETING	\$ 50.00
	07/18/17	HUMAN SERVICES MEETING	\$ 50.00
			<b>\$ 240.00</b>

Wobbe, Mike	04/07/17	A/T SALARY APPEAL	\$	90.00
	04/11/17	PERS COMM MEETING	\$	50.00
	04/24/17	DAC MEETING	\$	50.00
	04/25/17	SWCD MEETING	\$	50.00
	05/08/17	COMMON BRD MEETING	\$	50.00
	05/09/17	PERS COMM MEETING	\$	50.00
	05/11/17	HIAWATHA TRANSIT	\$	90.00
	05/23/17	HUMAN SERVICES MEETING	\$	50.00
	05/25/17	DAC MEETING	\$	50.00
	06/20/17	HUMAN SERVICES MEETING	\$	50.00
	07/18/17	HUMAN SERVICES MEETING	\$	50.00
			<b>\$</b>	<b>630.00</b>
		<b>TOTAL PER DIEMS REQUESTED</b>	<b>\$</b>	<b>2,230.00</b>

(1) Any claim for a per diem payment must be based on documented activities by a commissioner that constitutes:

- The duties of office, including work on committees (under the direction of the board); or
- Individual service required by law

Committee work may include information gathering activities as well as liaison activities. Board or committee minutes should confirm three aspects of the activity as committee work

- That a matter is before the board or committee that necessitates the activity
- The activity has been authorized by the board or committee; and
- The commissioner has reported to the board of the committee the results of the information gathering or liaison activities



**DONATION**  
**Board of Commissioners**  
**Wabasha County**

**Date:**

August 1 , 2017

\*\*\*\*\*

**Agenda Item Number:**

9.0 E

\*\*\*\*\*

**Agenda Item:**

Accept Donation for Wabasha County Substance Abuse Court

\*\*\*\*\*

**Requested Action:**

Approve and accept donation to Wabasha County Substance Abuse Court

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**Fiscal Impact:**

Donation will help offset costs to retain the program/general operating funds

\*\*\*\*\*

**Background/Recommendation:**

Jon M., a Wabasha County Substance Abuse Court participant, had a fundraiser and has donated \$360 to the Wabasha County Substance Abuse Court.

Submitted by Traci Green, Probation Director

\*\*\*\*\*

**Action:**

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

Vote Aye: \_\_\_\_\_

Vote Nay: \_\_\_\_\_

No action required: \_\_\_\_\_

# Board of Commissioners Wabasha County

**Agenda Item Number:** 9.0 F

**Date:**

August 1, 2017

\*\*\*\*\*

**Agenda Item:**

Final Payment to Northern Salt Inc. for completion of Project CP 79-17-8270

\*\*\*\*\*

**Requested Action:**

Adoption of Resolution 2017-153 authorizing the Wabasha County Auditor/Treasurer to issue a warrant for final payment to Northern Salt Inc. for completion of Project CP 79-17-8270 – Chloride in the amount of \$3074.16.

\*\*\*\*\*

**Fiscal Impact:**

The total cost of this project is \$61,483.28. The amount of final payment is \$3074.16 which is the retainage currently being withheld.

\*\*\*\*\*

**Background/Recommendation:**

Contract No. 17006 has been completed.

The County Engineer recommends adoption of Resolution No. 2017-153.

\*\*\*\*\*

**Action:**

Motion by:\_\_\_\_\_

Second by:\_\_\_\_\_

Vote Aye:\_\_\_\_

Vote Nay:\_\_\_\_

No action required:\_\_\_\_

**Wabasha County Board of Commissioners**

**Resolution No.: 2017-153**

**Whereas**, Project CP 79-17-8270 – Application of Chloride Solution with any and/or all Supplemental Agreements, Change Orders or Work Orders, has been completed.

**Now Therefore be it Resolved by the Wabasha County Board of Commissioners that**, the Wabasha County Auditor/Treasurer be authorized to issue a warrant for final payment to Northern Salt Inc. in the amount of \$3074.16.

Adopted this 1<sup>st</sup> day of August 2017 by the Wabasha County Board of Commissioners.

By: \_\_\_\_\_  
Its Board Chair

Attest:

By: \_\_\_\_\_  
Michael P. Plante  
County Administrator

# Board of Commissioners Wabasha County

**Agenda Item Number:** 10.0 A

**Date:**

August 1, 2017

\*\*\*\*\*

**Agenda Item:**

County State Aid Highway 27 Designation

\*\*\*\*\*

**Requested Action:**

Consider adoption of Resolution 2017-154 establishing an existing segment of 550<sup>th</sup> Street as County State Aid Highway 27 on August 1, 2017

\*\*\*\*\*

**Fiscal Impact:**

Establishing County Highways increases the County's mileage maintained and those attributable costs. Designating as a County State Aid Highway enables the County to use existing available County State Aid mileage and State Aid financial resources for this segment.

\*\*\*\*\*

**Background/Recommendation:**

An Agreement containing the establishment of a County Highway over the existing segment of 550<sup>th</sup> Street has been approved by the Township and the County Board. In order to establish a County Highway (as included in the Agreement), the attached resolution is needed. Pending Minnesota Department of Transportation approval (considered most probable), this segment would be a County State Aid Highway which would allow this road segment to be eligible for County State Aid resources. The proposed effective date of establishment is stated on the Resolution and will allow for County maintenance forces time to correct some deficiencies prior to winter.

The Wabasha County Engineer recommends adoption of Resolution 2017-154.

\*\*\*\*\*

**Action:**

Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_

Vote Aye: \_\_\_\_\_ Vote Nay: \_\_\_\_\_

No action required: \_\_\_\_\_

**Wabasha County Board of Commissioners**

**Resolution No.: 2017-154**

**Whereas**, the County State Aid Highway established herein is a segment of an existing road designated as 550<sup>th</sup> Street; and

**Whereas**, Plainview Township has agreed with the proposed establishment of a County State Aid Highway as described below under the terms of an agreement with Wabasha County; and

**Whereas**, the effective date of establishment of the described County State Aid Highway is considered most reasonable; and

**Whereas**, it appears to the Wabasha County Board of Commissioners that the road hereinafter described should be designated as a County State Aid Highway under the provisions of laws of the State of Minnesota.

**Now Therefore Be It Resolved by the Wabasha County Board of Commissioners that** effective August 1, 2017, the following described road be and hereby is established, located and designated a County State Aid Highway of the County of Wabasha subject to the approval of the Commissioner of Transportation of the State of Minnesota:

Beginning at the junction of C.S.A.H. 8 and 550<sup>th</sup> Street in the Northeast Quarter of Section 7-T.108N.-R.11W. thence easterly along the present traveled 550<sup>th</sup> Street which is approximately located on the north line of Section 8-T.108N.R.11W. to the junction of T.H. 42 which is also the beginning of the formerly established C.S.A.H. 27.

**Be It Further Resolved by the Wabasha County Board of Commissioners that** the County Auditor upon approval by the Commissioner of Transportation of the designation of said road, that the same be constructed, improved and maintained as a County State Aid Highway of the County of Wabasha to be numbered and known as County State Aid Highway 27.

Adopted this 1<sup>st</sup> day of August, 2017 by the Wabasha County Board of Commissioners.

By: \_\_\_\_\_  
Its Board Chair

Attest:

By: \_\_\_\_\_  
Michael P. Plante  
County Administrator

# Board of Commissioners Wabasha County

Agenda Item Number: 10.0 B

**Date:**

August 1, 2017

\*\*\*\*\*

**Agenda Item:**

Maintenance Agreements with Cities for 2018

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**Requested Action:**

Consider and authorize execution of Maintenance Agreements with Cities either Option A (hauling payment included), or B (no hauling payment). Only one Option (A or B) should be authorized.

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**Fiscal Impact:**

The proposed Agreements are funded from the County's State Aid Municipal Maintenance Apportionment. The total cost for Option A Maintenance Agreements is \$17,930. The total cost for Option B Maintenance Agreements is \$12,594.

\*\*\*\*\*

**Background/Recommendation:**

Maintenance agreements with cities have previously been executed annually for snow plowing and hauling, and sweeping. The proposed amounts per mile reflect expected costs to the County for the work described, and are based on the County's last 3 complete years' average snow and ice removal costs per mile increased for municipal work, and expected sweeping costs.

Previous maintenance agreements have provided funds to cities for the hauling of snow on sections of road in business areas of the cities. The County does not normally perform hauling operations, and would do so only if necessary for public safety or as time allows. Option A, which includes hauling of snow, was the approved option of the County Board for 2017 maintenance.

If the County Board desires to fund hauling of snow by Cities for the listed sections of road, then Option A Maintenance Agreements are recommended. If the County Board does not desire to fund hauling of snow by Cities for listed sections of road, then Option B Maintenance Agreements are recommended. If the County Board or City does not approve any Agreement, County forces would provide the services of plowing (without hauling).

\*\*\*\*\*

**Action:**

Motion by: \_\_\_\_\_

Second by: \_\_\_\_\_

Vote Aye: \_\_\_\_

Vote Nay: \_\_\_\_

No action required: \_\_\_\_

# Wabasha County Board of Commissioners

## Resolution No.: 2017-155

### Maintenance Agreements with Cities for 2018 (Option A)

**Whereas**, Wabasha County is obligated to maintain County State Aid Highways within cities throughout the County, and

**Whereas**, it is more expedient for the citizens of the listed cities to have those cities perform the maintenance activities of snow and ice control and removal, and sweeping and removal of debris.

**Now Therefore be it Resolved by the Wabasha County Board of Commissioners that**, the County of Wabasha enter into the attached agreements for the maintenance activities described above with the City of Elgin, Kellogg, Mazeppa, Millville, Plainview and Wabasha, and authorizes the Chair of the Board and County Administrator to execute the Agreements. The table below is a summary of the mileages and payment amounts of the agreements.

City	Road	Termini	Snow/Ice Removal Method	Length (miles)	Annual Payment Rate (\$/mile)	Amount
Elgin	CSAH 50 (Main Street)	Center Ave - TH 42	Plowing and Hauling	0.21	5170	1085.70
		4th Ave SW - Center Ave	Plowing	0.29	2068	599.72
Kellogg	CSAH 18 (Belvidere St.)	TH 61 - Watopa St.	Plowing	0.33	2068	682.44
	CSAH 18 (Belvidere/Dodge St.)	Watopa St - Austin Ave.	Plowing and Hauling	0.20	5170	1034.00
	CSAH 18 (Dodge St.)	Austin Ave. - CR 84	Plowing	0.25	2068	517.00
Mazeppa	CSAH 1 (1st Street)	TH 60 - Chestnut St	Hauling only	0.37	3102	1147.74
	CSAH 54 (Chestnut St)	1st St - TH 60	Plowing	0.70	2068	1447.60
Millville	CSAH 55 (Division St)	Bridge St - Bench St	Plowing and Hauling	0.14	5170	723.80
Plainview	CSAH 56 (3rd St SW)	TH 42 - 2nd Ave SW	Plowing	0.32	2068	661.76
	CSAH 56 (3rd St SW)	2nd Ave SW - W Broadway	Plowing and Hauling	0.14	5170	723.80
	CSAH 57 (9th and 10th St SW)	TH 42 - W Broadway	Plowing	0.49	2068	1013.32
Wabasha	CSAH 58 (2nd St)	Hiawatha Dr - Pembroke Ave	Plowing	0.45	2068	930.60
	CSAH 58 (Main and Bridge St)	Pembroke Ave - Grant Blvd	Plowing and Hauling	0.43	5170	2223.10
	CSAH 59 (Grant Blvd)	Bridge St - TH 61	Plowing	1.54	2068	3184.72
	CSAH 64 (Gambia)	Hiawatha Dr - Grant Blvd	Plowing	0.37	2068	765.16
	CSAH 65 (Pembroke)	Grant Blvd - Main St	Plowing and Hauling	0.23	5170	1189.10
				6.46	<b>Total =</b>	<b>\$17,929.56</b>

Adopted this 1<sup>st</sup> day of August 2017 by the Wabasha County Board of Commissioners.

By: \_\_\_\_\_  
Its Board Chair

Attest:

By: \_\_\_\_\_  
Michael P. Plante  
County Administrator

**Wabasha County Board of Commissioners**

**Resolution No.: 2017-155**

Maintenance Agreements with Cities for 2018 (Option B)

**Whereas**, Wabasha County is obligated to maintain County State Aid Highways within cities throughout the County, and

**Whereas**, it is more expedient for the citizens of the listed cities to have those cities perform the maintenance activities of snow and ice control and removal, and sweeping and removal of debris.

**Now Therefore be it Resolved by the Wabasha County Board of Commissioners that**, the County of Wabasha enter into the attached agreements for the maintenance activities described above with the City of Elgin, Kellogg, Mazeppa, Millville, Plainview and Wabasha, and authorizes the Chair of the Board and County Administrator to execute the Agreements. The table below is a summary of the mileages and payment amounts of the agreements.

City	Road	Termini	Snow/Ice Removal Method	Length (miles)	Annual Payment Rate (\$/mile)	Amount
Elgin	CSAH 50 (Main Street)	4th Ave SW - TH 42	Plowing	0.50	2068	1034.00
	CSAH 18					
Kellogg	(Belvidere and Dodge St)	TH 61 - CR 84	Plowing	0.78	2068	1613.04
Mazeppa	CSAH 54 (Chestnut St)	1st St - TH 60	Plowing	0.70	2068	1447.60
Millville	CSAH 55 (Division St)	Bridge St - Bench St	Plowing	0.14	2068	289.52
Plainview	CSAH 56 (3rd St SW)	TH 42 - W Broadway	Plowing	0.46	2068	951.28
	CSAH 57 (9th and 10th St SW)	TH 42 - W Broadway	Plowing	0.49	2068	1013.32
Wabasha	CSAH 58 (2nd St)	Hiawatha Dr - Grant Blvd	Plowing	0.88	2068	1819.84
	CSAH 59 (Grant Blvd)	Bridge St - TH 61	Plowing	1.54	2068	3184.72
	CSAH 64 (Gambia)	Hiawatha Dr - Grant Blvd	Plowing	0.37	2068	765.16
	CSAH 65 (Pembroke)	Grant Blvd - Main St	Plowing	0.23	2068	475.64
				6.09	<b>Total =</b>	<b>\$12,594.12</b>

Adopted this 1<sup>st</sup> day of August 2017 by the Wabasha County Board of Commissioners.

By: \_\_\_\_\_  
Its Board Chair

Attest:

By: \_\_\_\_\_  
Michael P. Plante  
County Administrator



# **Option A Agreements**













# **Option B Agreements**















# Board of Commissioners Wabasha County

Agenda Item Number: 10.0 C

Date:  
August 1, 2017

\*\*\*\*\*

Agenda Item:  
Accept quote for paving portions of County Highway 50 in Elgin

\*\*\*\*\*

Requested Action:  
Consider adoption of Resolution No. 2017-156 accepting the quote of Rochester Sand and Gravel – Division of Mathy Construction Company for paving County Highway 50 in Elgin at the unit prices stated on the quote.

\*\*\*\*\*

Fiscal Impact:  
\$19,659 plus additional areas to be patched estimated not to exceed \$5000. County State Aid Municipal Maintenance would planned to be used to fund this work.

\*\*\*\*\*

Background/Recommendation:  
Due to settlement of parts of the County Highway 50 (Main Street) from County Highway 2 to Center Ave, the ride is considered poor and drains poorly in areas. With the County's lack of paving equipment, County forces are unable to adequately perform work and correct the roadway, and it would be most economical for a contractor to perform the work at the quoted prices. Patching more localized areas is also planned for small areas between Center Ave and Mn Hwy 42.  
In 2018, along with other roads, Main Street is planned to be sealcoated. Prior to sealcoating, proposed work is recommended.  
The Wabasha County Engineer recommends adoption of Resolution 2017-156.

\*\*\*\*\*

Action:  
Motion by:\_\_\_\_\_ Second by:\_\_\_\_\_  
Vote Aye:\_\_\_\_\_ Vote Nay:\_\_\_\_\_  
No action required:\_\_\_\_\_

**Wabasha County Board of Commissioners**

**Resolution No.: 2017-156**

**Now Therefore be it Resolved by the Wabasha County Board of Commissioners** that Wabasha County hereby accepts the quoted unit prices of Rochester Sand and Gravel – Division of Mathy Construction Company for paving on County Highway 50 (Main Street) in Elgin and authorizes the County Engineer to arrange for performance of this work.

Adopted this 1<sup>st</sup> day of August, 2017 by the Wabasha County Board of Commissioners.

By: \_\_\_\_\_  
Its Board Chair

Attest:

By: \_\_\_\_\_  
Michael P. Plante  
County Administrator



# ROCHESTER SAND & GRAVEL

a Division of Mathy Construction Company  
 4105 EAST RIVER ROAD NE  
 ROCHESTER, MN 55906

PHONE: (507) 288-7447  
 FAX: (507) 252-3477

PROPOSAL / CONTRACT

Wabasha County Highway Department

PROPOSAL NUMBER:	B17011
JOB NUMBER:	
DATE:	07/20/17
ATTN:	Dietrich Flesch
PHONE NUMBER:	
FAX NUMBER:	
CELL NUMBER:	
EMAIL ADDRESS:	

PROJECT NAME: Main Street Elgin, MN BID DATE & TIME: 7/20/2017	Address: Main Street Elgin, MN
ENGINEER/ ARCH: SCOPE OF WORK: Edge Mill & Pave	County: WABASHA

( WRITE IT DOWN - VERBAL OR WRITTEN TERMS AND CONDITIONS NOT CONTAINED HEREIN ARE NOT BINDING )  
 ROCHESTER SAND & GRAVEL (" CONTRACTOR ") proposes as follows:  
 A UNIT PRICE BITUMINOUS QUOTATION FOR PAVING IN THE 2017 PAVING SEASON

Item #	Item Descriptions	Estimated Quantity	Unit of Measure	Unit Price	Total Cost
<b>Base Bid Items:</b>					
	Milling Subcontractor Mobe	O'Conner 1	Lump	\$500.00	\$500.00
	Edge Mill 3/4"-1" @ Uniform Slope of 2-2.5% - Sub \$	O'Conner 950	Lin Ft	\$1.75	\$2,520.00
	RS&G Milling Clean-Up & Flagmen		Lin Ft	\$2.23	\$3,211.20
	Pave 3/4"-1" Of SPWEA240B (mod. thinlay)	290	Tons	\$64.70	\$18,763.00
	Adjust Manholes	Fitzgerald 5	Each	\$250.00	\$1,250.00
	Adjust Gate Valves	Fitzgerald 5	Each	\$250.00	\$1,250.00
	Traffic Control	1	Lump	\$500.00	\$500.00
	Use PG 58V-34 in lieu of PG 58S-28 Per Mix Ton		Add / Ton	\$6.57	

- NOTES:**
- I. Due to the volatility in the fuel and liquid asphalt market, we can only honor our prices for 5 days. Any quotes extended beyond 5 days are declared void. Please call for an updated price.
  - II. The above quote is based on unit prices listed and the final billing amount will be determined by the actual Quantities Constructed. Payment Terms are noted below. Please review The Additional Agreement Provisions.
  - III. Progress payments shall be invoiced monthly.
  - IV. This proposal shall be included in any final contract.  
 NOT INCLUDED: PERMITS AND ASSOCIATED FEES, BOND CONTRIBUTION STRIPING

The undersigned ("PURCHASER") agrees to pay CONTRACTOR the total price of **SEE ABOVE** and/or the unit prices specified above for the labor and materials specified above which payment shall be due upon completion of each stage of work. PURCHASER acknowledges that the specifications, conditions and price quotes specified above are satisfactory and hereby accepted.  
 Acceptance of this Proposal includes acceptance of all the terms and conditions on page 2.

ROCHESTER SAND & GRAVEL  
 By:   
 Brian C. Schumacher, Vice President  
 Date: July 20, 2017

PURCHASER:  
 By: \_\_\_\_\_  
 Date: \_\_\_\_\_

Note: This proposal shall be automatically cancelled if written acceptance has not been received by Contractor on or before 5:00 p.m. on 7-27-17, 20\_\_\_\_, the Cancellation Date and/or at any time before performance of the work hereunder upon CONTRACTOR'S determination that there is inadequate assurance of payment. By my signature herein I authorize CONTRACTOR to review personal or business Credit Reports to evaluate financial readiness to pay amounts set forth in this Proposal/Contract.

ROCHESTER SAND & GRAVEL Company is an Equal Opportunity Employer"

# Board of Commissioners Wabasha County

Agenda Item Number: 10.0 D

Date:  
August 1, 2017

\*\*\*\*\*

Agenda Item:  
Accept quote for paving portions of County Highway Lake City Shop and Mazeppa Shop Parking Lots

\*\*\*\*\*

Requested Action:  
Consider adoption of Resolution No. 2017-157 accepting the quotes of Rochester Sand and Gravel – Division of Mathy Construction Company for paving County Highway Lake City Shop and Mazeppa Shop Parking Lots in the amount of \$25,551.90.

\*\*\*\*\*

Fiscal Impact:  
\$25,551.90 which could be funded by the additional unbudgeted revenue from the sale of the Millville Shop or other county Levy sources

\*\*\*\*\*

Background/Recommendation:  
Quotes were received (Rochester Sand and Gravel for both Mazeppa \$15,651 and Lake City \$9900, and Aslackson's \$11,886 for Lake City only). Rochester Sand and Gravel is the low quote received. Attached are sketches of areas planned to be paved. The existing blacktop is in poor condition or is crushed rock (attached are pictures from the shops). County forces are planned to be used to remove remaining existing blacktop and shaping the base prior to paving. The work is planned to be completed in 2017. The Wabasha County Engineer recommends adoption of Resolution 2017-157.

\*\*\*\*\*

Action:  
Motion by:\_\_\_\_\_ Second by:\_\_\_\_\_  
Vote Aye:\_\_\_\_\_ Vote Nay:\_\_\_\_\_  
No action required:\_\_\_\_\_

**Wabasha County Board of Commissioners**

**Resolution No.: 2017-157**

**Now Therefore be it Resolved by the Wabasha County Board of Commissioners** that Wabasha County hereby accepts the quotes of Rochester Sand and Gravel – Division of Mathy Construction Company for paving at Lake City Shop and Mazeppa Shop and authorizes the County Engineer to arrange for performance of this work, (and that the work be funded by the sale proceeds of the former Millville Shop).

Adopted this 1<sup>st</sup> day of August, 2017 by the Wabasha County Board of Commissioners.

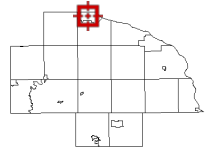
By: \_\_\_\_\_  
Its Board Chair

Attest:

By: \_\_\_\_\_  
Michael P. Plante  
County Administrator



**Overview**



**Legend**

- Driveway Points
- Highways/Roads**
- US Highway
- MN Highway
- ▬ County-State Aid Highway
- ▬ County Road
- ▬ Township Road
- ▬ Municipal Street
- ▬ State Forest Road
- ▬ Private Road-Restricted Access
- ▭ Section Lines
- ▭ Lakes/Rivers
- ▭ Cities Boundary
- ▭ Townships Boundary

Aerial Photos were collected in Spring 2016 by Pictometry International and are 6"/3" resolution.

Date created: 7/13/2017  
 Last Data Uploaded: 7/6/2017 9:03:39 PM





**Overview**



**Legend**

- Driveway Points
- Highways/Roads**
- US Highway
- MN Highway
- ▬ County-State Aid Highway
- ▬ County Road
- ▬ Township Road
- ▬ Municipal Street
- ▬ State Forest Road
- ▬ Private Road-Restricted Access
- ▭ Parcels
- ▭ Section Lines
- ▭ Lakes/Rivers
- ▭ Cities Boundary
- ▭ Townships Boundary

The parcel boundaries are created and drawn by Wabasha County GIS and are continually updated. The parcels are drawn as accurately as possible, but should not be considered a replacement for a professional land survey.

Aerial Photos were collected in Spring 2016 by Pictometry International and are 6"/3" resolution.

Date created: 7/21/2017

Last Data Uploaded: 7/20/2017 8:44:41 PM

Google Maps 129 2nd Ave SE

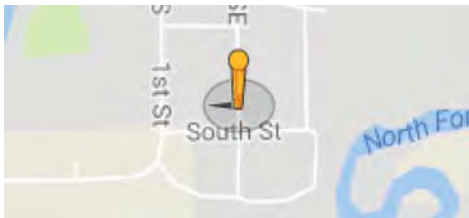
# Mazeppa Shop



Image capture: Oct 2014 © 2017 Google United States

Mazeppa, Minnesota

Street View - Oct 2014





Lake City Shop



# Board of Commissioners Wabasha County

Agenda Item Number: 10.0 E

**Date:**

August 1, 2017

**Agenda Item:**

Reclassification Request

**Requested Action:**

Adoption of Resolution 2017-158 approving reclassification request for an employee from Engineering Technician II to an Engineering Technician III.

**Fiscal Impact:**

In the AFSCME (Courthouse Unit) contract for 2016, requested reclassification would change wage from a Grade 8 (wage range \$19.24/hr - \$27.17/hr) to Grade 10 (\$20.93/hr - \$29.56/hr). For 2016, current wage is \$27.17 at Step 12; closest Step for Technician III is \$27.88.

**Background/Recommendation:**

Experience and knowledge enables greater employee performance and productivity, and allows the County to better maximize the use of resources and deliver projects.

The requested reclassification is for Mr. Mark Passe from Engineering Technician II to Engineering Technician III. Mark has been employed at Wabasha County since May 2000. Mark has developed his skills and qualifications through his employment, and has performed duties and had responsibilities of an Engineering Technician III. Duties and responsibilities have been performed well and demonstrate his performance above that of his current Technician II classification including:

- plan sheet development, plan coordination and increased role in plan design
- increased and extensive knowledge and use of design and plan preparation software
- performing contract administration on construction projects, being a lead inspector on bridge construction projects
- performing bridge safety inspections including using bridge management software

Among his experience, other training and certifications, Mark has taken the initiative to complete the training below that is needed perform the duties of a Technician III (above that of a Technician II):

- certified Team Leader for bridge safety inspections (obtained in 2008)
- certified Bridge Construction inspector (obtained in 2010)

The County Engineer recommends adoption of Resolution No. 2017-158.

**Action:**

Motion by:\_\_\_\_\_

Second by:\_\_\_\_\_

Vote Aye:\_\_\_\_

Vote Nay:\_\_\_\_

No action required:\_\_\_\_



**Wabasha County Board of Commissioners**

**Resolution No.: 2017-158**

**Now Therefore be it Resolved by the Wabasha County Board of Commissioners** that effective upon this date Mr. Mark Passe's position be reclassified as an Engineering Technician III and that Mr. Mark Passe shall be placed at a Step on the Hourly Wage Schedule that is equivalent or greater than Mr. Mark Passe's current hourly wage and thereafter continue in taking Steps in accordance with the applicable labor bargaining unit contract and/or Wabasha County policies.

Adopted this 1<sup>st</sup> day of August 2017 by the Wabasha County Board of Commissioners.

By: \_\_\_\_\_  
Its Board Chair

Attest:

By: \_\_\_\_\_  
Michael P. Plante  
County Administrator

# Board of Commissioners Wabasha County

Agenda Item Number: 10.0 F

**Date:**

August 1, 2017

\*\*\*\*\*

**Agenda Item:**

RN to PHN Freier

\*\*\*\*\*

**Requested Action:**

When Board of Nursing confirms PHN Licensure move from RN to PHN pay scale.

\*\*\*\*\*

**Fiscal Impact:**

\$3,948.05

\*\*\*\*\*

**Background/Recommendation:**

The Personnel Committee has reviewed the request from the director, the full board had a work session to discuss moving Jeanne Freier from an RN position to a PHN position within Public Health when the MN Board of Nursing grants her PHN Certificate and The County administrator has recommended approval by the County Board, effective August 1, 2017 pay grade 13, step 3.

\*\*\*\*\*

**Action:**

Motion by:\_\_\_\_\_

Second by:\_\_\_\_\_

Vote Aye:\_\_\_\_\_

Vote Nay:\_\_\_\_\_

No action required:\_\_\_\_\_

# Wabasha County Board of Commissioners

## Resolution No.: 2017-159

**Whereas**, Public Health is in need of certified Public Health Nurses, and

**Whereas**, Jeanne Freier applied to become a certified Public Health Nurse in July of 2017, and

**Whereas**, the Personnel Committee has reviewed the request from the director to move Jeanne Freier from an RN position to a PHN position within Public Health and has recommended approval by the County Board, effective when MN Board of Nursing approves at pay grade 13, step 3

**Now Therefore be it Resolved by the Wabasha County Board of Commissioners that**, Jeanne Freier move from RN status to PHN status effective upon approval from the MN Board of Nursing, and employee presents certification of licensure. Starting hourly rate will be pay grade 13, step 6 of the non-union pay scale \$28.60

Adopted this 1<sup>st</sup> day of August, 2017 by the Wabasha County Board of Commissioners.

By: \_\_\_\_\_

Cheryl Key  
Board Chair

Attest:

By: \_\_\_\_\_

Michael P. Plante  
County Administrator