

MEEKER COUNTY, MINNESOTA
BOARD OF COMMISSIONERS
Regular Session Agenda
February 19, 2019

8:30 Meeting Called to Order With Pledge of Allegiance

Public Comment Period*

- Amendments to the Agenda
- Approval of February 5, 2019 Minutes

Employee Years of Service Awards & Special Achievement Awards

- Christine Paul, County Recorder, 15 Years
- Dorothy Hunt, Social Services Accounting Assistant, 20 Years

Kristin Cote, Land Records Director

- Conditional Use Permit Applications:
 - o USS Turkey Solar LLC, Minneapolis
 - o Park Avenue Solar Solutions, LLC, Greenwich, CT

8:40 Paul Bukovich, Social Services Director

- Approve Social Services Accounts Payable

8:45 Phil Schmalz, Public Works Director

- Cedar Mills Township Bridge 92618 Replacement Agreement
- Erickson Engineering Design & Construction Services Proposal for Replacement of Bridge 92618

8:50 Barb Loch, County Auditor

- 2018 Uncollected Levy & Fund Balance Report
- Gravel Tax Report
- Approve County and Hospital Accounts Payable

Recess as County Board and Convene as County Ditch Authority

- Acknowledge Petition for Drainage System Transfer: County Ditch 19
- Set Public Hearing for April 16, 2019 at 9:30 a.m.

Adjourn County Ditch Authority and Reconvene as County Board

9:00 John McNamara, Wold Architects & Engineers

- Facilities Discussion

9:45 BREAK

9:50 Brian Cruze, County Sheriff

- Approve Status Change: Patrol Sergeant Beck Howell to Full-time Chief Deputy, Level D62 Step 8, \$41.73 per Hour, Effective February 20, 2019 & Approve Memorandum of Agreement With Law Enforcement Labor Services (LELS) Local #388

10:00 Paul Virnig, County Administrator

- Courthouse Exterior Proposals
- Promote IT Technician Rob Oster to Network Analyst, B25 Step 6, \$27.94 per Hour, Anniversary Date Remains June 1, Effective March 1, 2019
- Interim Court Services Supervisor
- Appointments:
 - o Housing & Redevelopment Authority County Commissioner Liaison
 - o Pioneerland Library Board

Board of Commissioners Committee Update

1:30 County Board/Township Board Meeting (Community Rooms)

Miscellaneous Correspondence/Notices

- Monthly Fund Cash Balances
- Girls & Boys County: March 5, 2019

Resignations/Fill Positions:

- Full-time Heavy Equipment Operator Nathan Neitfeld:
Resignation Effective 2/19/2019
- Fill Full-time Heavy Equipment Operator Position
- Chief Deputy Dan Miller: Resignation Effective 2/28/2019
- Fill Patrol Sergeant Position Due to Becky Howell's Status Change
- Fill Temporary Part-time Boat & Water Patrol Deputies

Severance Payments:

None

***Board agendas and "Meeker County Board Protocol and Public Participation Policies" are available in the board room**

The Meeker County Board of Commissioners met on February 5, 2019, at the Meeker County Courthouse in the City of Litchfield, Minnesota. Call to order was at 8:30 a.m. by Chair Mike Housman.

Present: Commissioners – Beth Oberg, Joe Tacheny, Mike Housman, Steve Schmitt and Bryan Larson, County Attorney Brandi Schiefelbein, County Administrator Paul Virnig and Administrative Coordinator Cori Heacock.

Meeting opened with Pledge of Allegiance.

Board Chair Housman called for public comments and there were none.

Motion by Oberg, second by Tacheny to approve the February 5, 2019 agenda as amended to include Miscellaneous Correspondence item: severance pay for Jordan Malone, resignation effective January 11, 2019.

Motion carried unanimously.

Motion by Tacheny, second by Schmitt to approve County Board minutes for January 15 & 22, 2019 as printed.

Motion carried unanimously.

Allen Godfrey from State Probation Services presented County probation delivery system options to the Board.

Motion by Oberg, second by Schmitt to appoint Commissioners Tacheny and Housman to a work group consisting of appropriate Meeker County personnel for the purpose of discussing delivery of County Probation services.

Motion carried unanimously.

Motion by Larson, second by Oberg to approve hire of Crime Victim Advocate/Witness Coordinator Angela Maus, Level B23 Step 1, \$20.82 per hour, effective February 19, 2019.

Motion carried unanimously.

Motion by Larson, second by Schmitt to approve the amendments to the Zoning Ordinance as presented.

Motion carried unanimously.

Motion by Larson, second by Oberg to approve a Conditional Use Permit, as recommended by the Planning Commission, for Mike Wichman to move more than ten (10) cubic yards of material in the Shore Impact Zone and more than fifty (50) cubic yards of material in the Shoreland District for Shoreland alteration, all located in the R-1 Suburban Residential District and within the Shoreland District with stated conditions.

Motion carried unanimously.

Motion by Oberg, second by Tacheny to approve an Interim Use Permit, as recommended by the Planning Commission, for Lindberg Excavating, Inc. to mine and process aggregate material with stated conditions.

Motion carried unanimously.

Motion by Oberg, second by Schmitt to approve an Interim Use Permit, as recommended by the Planning Commission, for Arlyn and Bernadette Hedtke to operate a rural tourism business in an A-1

Agricultural Preservation District with stated conditions.

Motion carried unanimously.

Motion by Oberg, second by Tacheny to approve hire of the following Full-time Corrections Officers at Level 7s Step B, \$18.75 per hour, pending successful exams: Cody Harmening, effective February 6, 2019, and Charlotte Dickey, effective February 20, 2019.

Motion carried unanimously.

The Board took a 5 minute break.

Motion by Oberg, second by Schmitt to approve hire of the following Seasonal Parks employees:

- Koronis Park Maintenance Worker Steve Trapp, Level A11 Step 6, \$17.23 per hour, effective April 15th-November 15th, 3 months at full-time and 4 months at 75% time
- Park Maintenance Worker Jim Kulset, Level A11 Step 2, \$15.31 per hour, effective May 1st-November 30th
- Koronis Campground Managers Robert and Rebecca Schmitt, Level A12 Step 5, \$3,132.90 per month, effective March 10th-October 15th
- Koronis Campground Hosts Lynn and John Otteson

Motion carried unanimously.

Motion by Larson, second by Oberg to approve the 2019 Lake Koronis Regional Campground Host Employment Agreement for the term of May 1, 2019 – September 30, 2019.

Motion carried unanimously.

Motion by Schmitt, second by Tacheny to approve the 2019 Koronis Regional Campground House Rental Lease Agreement for the term of March 1, 2019 – February 28, 2020.

Motion carried unanimously.

Motion by Schmitt, second by Larson to adopt the following resolution:

IT IS RESOLVED that Meeker County enter into MnDOT Agreement No. 1032551 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use and maintenance of County State Aid Highway (C.S.A.H.) No. 34 as a detour route during the contract construction to be performed upon, along and adjacent to Trunk Highway No. (T.H.) No. 12 from 4th Street East to Depot Street in Litchfield under State Project No. 4704-89 (T.H. 12=012); and on T.H. No. 12/22 from Depot Street to Holcombe Avenue in Litchfield under State Project No. 4705-47 (T.H. 12=012); and on T.H. No. 22 from Commercial Street to Depot Street in Litchfield under State Project No. 4709-32 (T.H. 22=022).

IT IS FURTHER RESOLVED that the Meeker County Highway Engineer and the County Board Chairperson are authorized to execute the Agreement and any amendments to the Agreement.

Commissioners Larson, Schmitt, Housman, Tacheny and Oberg voting “Yes”.

Motion carried unanimously. Resolution declared adopted. #2019-03.

Motion by Tacheny, second by Oberg to approve the privilege of repurchase of forfeit property, submitted by Scott D. Peterson, for property located at 27381 742nd Ave, Dassel, provided the entire repurchase price is paid February 5, 2019 at time of purchase.

Commissioners Oberg, Tacheny and Housman voting “yes”. Commissioners Schmitt and Larson voting “no”.

Motion carried 3-2.

Motion by Oberg, second by Tacheny to approve County and hospital accounts payable as follows:

General Revenue Fund	\$ 87,157.99
Road & Bridge Fund	168,801.49
County Parks Fund	1,992.00
Solid Waste Fund	3,975.10
County Nurse Fund	978.36
Family Services Bldg. Fund	3,780.61
Ditch Fund	9,152.37
County Hospital Fund	474,486.31

Motion carried unanimously.

Commissioner Larson left the meeting at 10:35 a.m.

Social Services Director Paul Bukovich provided Child Protection case statistics to the Board.

Motion by Oberg, second by Tacheny to approve advertising for a new Child Protection Social Worker position.

Motion carried 4-0.

Motion by Tacheny, second by Schmitt to approve Social Services accounts payable as follows:

Human Services Fund	\$67,258.84
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Motion carried 4-0.

Motion by Oberg, second by Schmitt to recognize Public Health Director Diane Winter as Interim Community Health Services Director, and authorize a monthly salary increase of \$500, effective January 1, 2019 and until the Community Health Services Board decides the outcome of the position.

Motion carried 4-0.

Motion by Oberg, second by Tacheny to table the discussion regarding the exterior of the courthouse until the February 19, 2019 meeting.

Motion carried 4-0.

Motion by Oberg, second by Schmitt to approve the Wireless Communication Device Policy as presented.

Motion carried 4-0.

On motion by Schmitt, second by Oberg, Board Chair Housman recessed the Board Meeting at 11:38 a.m. to Thursday, February 7, 2019 at 5 p.m. in Community Room A of the Meeker County Courthouse, for a joint meeting with Meeker County Economic Development Authority.

Respectfully submitted: Cori Heacock, Executive Secretary.

Chair of County Board

Attest: _____

Clerk of County Board

OFFICE OF PLANNING AND ZONING
MEEKER COUNTY
325 SIBLEY AVE NORTH
LITCHFIELD, MN 55355
320-693-5290

CARRIED 5-0

APPLICATION APPLIED FOR: CONDITIONAL USE PERMIT INTERIM USE PERMIT

Parcel # Q1-0073000

Application: Fee \$496.00 Number 14996 Date 1/15/19

USS Turkey Solar LLC 100 N 6th St, Suite 218C Minneapolis, MN 55403
Name of Applicant Address City/State/Zip Code

Robert Bredeson and Steven Bredeson 51154 Highway 12 Atwater, MN 56209
Name of Property Owner Address City/State/Zip Code

NA
Name of Mineral Rights Owner Address City/State/Zip Code

Legal Description of Property: The West Half of the Southeast Quarter of Section 6, Township 119, Range 32, Meeker County, Minnesota.

Detailed Description of the Application: Please reference the application narrative.

Attach a detailed site plan as required in the Meeker County Zoning Ordinance.

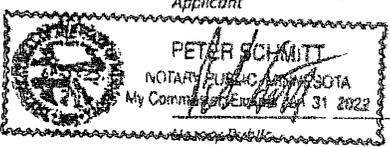
Reason for requesting the proposed application: Please reference the application narrative.

Signatures

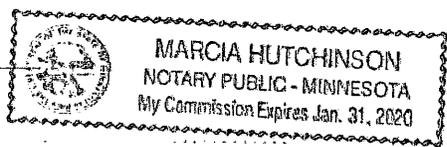
[Signature]
Applicant

[Signature]
Property Owner

[Signature]
Property Owner



[Signature]
Notary Public



PUBLIC HEARING Township Litchfield Location Meeker Co. Ct Hse.

Date 2-12-19 Notice Published 1-30-19 Property Owners 13

Municipalities Notified MN DNR, MN DOT, Swede Grove Twp, Acton Twp, Kandiyohi Co., Irving Twp, Harrison Twp, City of Atwater, Commissioner Larson.

Planning Commission Recommendation:

See Attached

Date _____ Chair _____

APPLICATION RECOMMENDED TO COUNTY COMMISSIONERS:

CONDITIONAL USE PERMIT INTERIM USE PERMIT

Application submitted to the County Board of Commissioners on February 19, 2019.

County Board Action:

_____ The findings and recommendation of the Planning Commission are hereby adopted and the application is:

_____ approved _____ denied

_____ The findings and recommendation of the Planning Commission are hereby overruled and the application is:

_____ approved _____ denied

The Board makes its finding as indicated on the attached Exhibit A.

_____ The Board makes specific findings as indicated on the attached Exhibit A; hereby adopts the recommendation of the Planning Commission; and the application is:

_____ approved _____ denied

Vote: For _____ Against _____

Action taken this _____ day of _____, 20_____.

By: _____
Chair, Meeker County Board of Commissioners

STATE OF MINNESOTA)
COUNTY OF MEEKER)

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____

by _____, Chairman of the Meeker County Board of Commissioners on

behalf of Meeker County.

Notary Public

IMPORTANT:

Unless a land use or building permit is issued and significant work has been completed within twelve (12) months from the date of permit approval, then such permit shall become null and void, unless a petition for extension of time in which to complete the work has been granted by the County Board. Said extension petition shall be requested in writing and filed with the Zoning Administrator at least thirty (30) days before the conditional use or interim use permit is due to become null and void.

USS Turkey Solar (applicant) and Bredeson (owner) Application # 14996

EXHIBIT A

Approve an Application for a Conditional Use Permit Application to construct a solar garden consisting of approximately 4176 solar panels to generate a maximum of one megawatt of power. Said facility, in the A-1 Agricultural Preservation District, is proposed to consist of:

- Solar modules, inverters and racking
- Fencing
- Access roads as required
- On-site underground electrical collection lines
- Up to one weather station (up to 20 feet tall)
- Interconnection poles, to connect the project to Excel Energy's distribution system

with the following conditions:

1. The Project Company/Applicant shall utilize NRCS recommendations regarding seeding.
2. The entrance gate shall be a minimum of 20 feet wide.
3. All underground wiring shall be buried a minimum of three (3) feet.
4. The Project Company/Applicant shall implement dust control measures within the project site area as necessary until permanent vegetative cover is re-established.
5. The Project Company/Applicant shall submit all the required information and receive all required permits **prior to commencing construction on this site.**
6. Project Company/Applicant shall follow all rules and regulations as are stated in the Meeker County Zoning Ordinance Section 22.24.1.
7. Erosion control shall be utilized on-site during construction until permanent vegetative cover is re-established to prevent the erosion of material into sensitive areas. Seeding shall be completed as per the plan submitted with this application or an equivalent seed mix may be substituted as recommended by the NRCS Office.
8. Project Company/Applicant shall provide a financial guarantee for decommissioning said solar array site **prior to being issued a building permit and commencing construction on this site.** Said guarantee shall be for a minimum of \$25,000. This financial guarantee shall be kept in effect until the solar array site is removed
9. Project Company/Applicant shall submit a copy of a certificate of insurance for liability and workers compensation insurance, which shall require Meeker County is included in the form of additional insured status endorsement on the general liability policy. Said proof of policy will be furnished **prior to being issued a building permit and commencing construction on this site.** The minimum liability insurance limit shall be \$1,000,000 per occurrence
10. The Project Company/Applicant shall receive all required federal, state and local permits and approvals prior to commencing construction on this solar array. Meeker County has instituted countywide building codes; therefore compliance with all aspects of the Minnesota State Building Code will be standard. The Project Company will communicate and coordinate with the Meeker County Building Official regarding the content and submission of Inspection Reports completed by an independent inspector hired and paid for by the Project Company, if necessary.
11. An appropriate easement for ingress/egress purposes shall be established and recorded over the existing driveway on this property prior to the Project Company/Applicant being issued a building permit and commencing construction of said project.
12. Project Company/Applicant must provide a signed, fully executed copy of the Interconnection Agreement to Meeker County Planning and Zoning **prior to being issued a building permit and commencing construction.**
13. All solar array foundations shall be certified by the manufacturers engineer to ensure standards are met. Said information shall be submitted to the Meeker County Building Official as part of the building permit application process.
14. All leftover construction material and/or construction debris shall be removed from this site prior to it becoming operational.
15. The Project Company/Applicant shall follow all required rules and regulations regarding wetlands.

CARRIED 5-0

651-203-6015
Paula Kalinosky
pkalinosky@eorinc.com

OFFICE OF PLANNING AND ZONING
MEEKER COUNTY
325 SIBLEY AVE NORTH
LITCHFIELD, MN 55355
320-693-5290

APPLICATION APPLIED FOR: CONDITIONAL USE PERMIT INTERIM USE PERMIT

Parcel # 07-0532000

Application: Fee \$496

Number 14699

Date 1/18/19

Park Avenue Solar Solutions, LLC 102 Greenwich Avenue, 3rd Floor Greenwich, CT 06830

Name of Applicant Address City/State/Zip Code

E.L.M. Enterprises Incorporated P.O. Box ~~451~~ ⁵⁴¹ Dassel, MN ~~54438~~ ⁵⁵³²⁵

Name of Property Owner Address City/State/Zip Code

E.L.M. Enterprises Incorporated P.O. Box ~~451~~ ⁵⁴¹ Dassel, MN ~~54438~~ ⁵⁵³²⁵

Name of Mineral Rights Owner Address City/State/Zip Code

Legal Description of Property: NW 1/4 of the SE 1/4 and the Et/2 of the NE1/4 of the SW 1/4 of Section 34 Township 119 Range 29

Detailed Description of the Application: 1400 kW DC ground mounted fixed tilt solar energy system to be located on the EAST the ~~West~~ side of County Highway 6 in Dassel Township.

Attach a detailed site plan as required in the Meeker County Zoning Ordinance.

Reason for requesting the proposed application: Request for a Conditional Use Permit for a large solar energy system.

Signatures:

[Signature]
Applicant THOMAS

[Signature] Thomas O. Fischer
Property Owner Mineral Rights Owner

[Signature]
Notary Public



PUBLIC HEARING Township Litchfield Location Meeker Co. Citng.

Date 2-19-19 Notice Published 1-30-19 Property Owners 57

Municipalities Notified Mn DNR, Dassel Twp., Dassel City., Collinwood Twp., Commissioners Housman

Planning Commission Recommendation:

See Attached

Date _____ Chair _____

APPLICATION RECOMMENDED TO COUNTY COMMISSIONERS:

CONDITIONAL USE PERMIT _____ INTERIM USE PERMIT

Application submitted to the County Board of Commissioners on FEBRUARY 19, 2019.

County Board Action:

_____ The findings and recommendation of the Planning Commission are hereby adopted and the application is:

_____ approved _____ denied

_____ The findings and recommendation of the Planning Commission are hereby overruled and the application is:

_____ approved _____ denied

The Board makes its finding as indicated on the attached Exhibit A.

_____ The Board makes specific findings as indicated on the attached Exhibit A; hereby adopts the recommendation of the Planning Commission; and the application is:

_____ approved _____ denied

Vote: For _____ Against _____

Action taken this _____ day of _____, 20_____.

By: _____
Chair, Meeker County Board of Commissioners

STATE OF MINNESOTA)
COUNTY OF MEEKER)

The foregoing instrument was acknowledged before me this _____ day of _____, 20_____

by _____, Chairman of the Meeker County Board of Commissioners on

behalf of Meeker County.

Notary Public

IMPORTANT:

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- Fencing
- Access roads as required
- On-site underground electrical collection lines
- Interconnection poles, to connect the project to Excel Energy's distribution system

with the following conditions:

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2. The entrance gate shall be a minimum of 20 feet wide.
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10. The Project Company/Applicant shall receive all required federal, state and local permits and approvals prior to commencing construction on this solar array. Meeker County has instituted countywide building codes; therefore compliance with all aspects of the Minnesota State Building Code will be standard. The Project Company will communicate and coordinate with the Meeker County Building Official regarding the content and submission of Inspection Reports completed by an independent inspector hired and paid for by the Project Company, if necessary.
11. Project Company/Applicant must provide a signed, fully executed copy of the Interconnection Agreement to Meeker County Planning and Zoning **prior to being issued a building permit and commencing construction.**
12. All leftover construction material and/or construction debris shall be removed from this site prior to it becoming operational.
13. All solar array foundations shall be certified by the manufacturers engineer to ensure standards are met. Said information shall be submitted to the Meeker County Building Official as part of the building permit application process
14. The Project Company/Applicant shall follow all required rules and regulations regarding wetlands.

LEASE / UTILITY AND ACCESS EASEMENT EXHIBIT

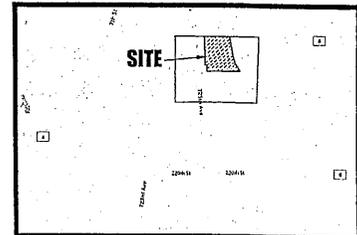
-for- SUNRISE ENERGY VENTURES
 -part of- NW1/4 - SE1/4 & NE1/4 - SW1/4, Sec. 34, T.119N, R.29W
 Meeker County, Minnesota

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES MEER COUNTY SECTION MONUMENT
- DENOTES CATCH BASIN
- DENOTES CABLE PEDESTAL
- DENOTES CURB STOP
- DENOTES ELECTRICAL BOX
- DENOTES GUY WIRE
- DENOTES HYDRANT
- DENOTES LIGHT POLE
- DENOTES POWER POLE
- DENOTES SIGN
- DENOTES STORM SEWER APRON
- DENOTES TELEPHONE PEDESTAL
- DENOTES WATER WALK
- DENOTES WELL
- DENOTES WOODEN WIRE FENCE
- DENOTES TREE LINE
- DENOTES OVERHEAD WIRE
- DENOTES UNDERGROUND TELEPHONE LINE
- DENOTES BITUMINOUS SURFACE
- DENOTES GRAVEL SURFACE
- DENOTES PROPOSED ACCESS AND UTILITY EASEMENT (20.207 S.F. OR 0.46 ACRES MORE OR LESS)

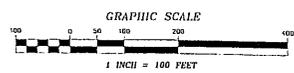
VICINITY MAP

PART OF SEC. 34, TWP. 19, R. 29



MEEKER COUNTY, MINNESOTA
 (NO SCALE)

NORTH



PROPOSED LEASE AREA DESCRIPTION

That part of the Northwest Quarter of the Southeast Quarter of Section 34, Township 119 North, Range 29 West, Meeker County, Minnesota, described as follows:

Commencing at the northwest corner of said Northwest Quarter of the Southeast Quarter; thence on an assumed bearing of North 89 degrees 22 minutes 01 second East, along the north line of said Northwest Quarter of the Southeast Quarter, a distance of 651.13 feet to the point of beginning of the Lease to be described, thence South 01 degree 10 01 second West a distance of 23.75 feet; thence South 01 degree 00 minutes 48 seconds West a distance of 242.52 feet; thence South 88 degrees 51 minutes 29 seconds East a distance of 12.44 feet; thence South 00 degree 21 minutes 54 seconds East a distance of 301.64 feet; thence North 88 degrees 34 minutes 26 seconds East a distance of 41.55 feet; thence South 00 degree 23 minutes 48 seconds East a distance of 122.63 feet; thence North 89 degrees 23 minutes 49 seconds East a distance of 661.50 feet; thence North 32 degrees 50 minutes 36 seconds West a distance of 181.05 feet; thence North 15 degrees 45 minutes 05 seconds West a distance of 422.36 feet; thence North 10 degrees 48 minutes 18 seconds West a distance of 409.28 feet to said north line of the Northwest Quarter of the Southeast Quarter; thence South 89 degrees 25 minutes 01 second West, along said north line of the Northwest Quarter of the Southeast Quarter, a distance of 499.37 feet to the point of beginning.

PROPOSED ACCESS AND UTILITY EASEMENT DESCRIPTION

A perpetual easement for access and utility purposes over, under and across that part of the East Half of the Northwest Quarter of the Southeast Quarter and the Northwest Quarter of the Southeast Quarter all in Section 34, Township 119 North, Range 29 West, Meeker County, Minnesota, described as follows:

Commencing at the northeast corner of said Northwest Quarter of the Southeast Quarter; thence on an assumed bearing of North 89 degrees 22 minutes 01 second East, along the north line of said Northwest Quarter of the Southeast Quarter, a distance of 651.13 feet; thence South 01 degree 10 minutes 45 seconds West a distance of 23.75 feet; thence South 01 degree 00 minutes 01 second West a distance of 242.52 feet to the point of beginning of the easement to be described; thence South 88 degrees 51 minutes 59 seconds East a distance of 12.44 feet; thence South 00 degree 21 minutes 54 seconds East a distance of 301.64 feet; thence North 88 degrees 34 minutes 26 seconds East a distance of 41.55 feet; thence South 00 degree 23 minutes 48 seconds East a distance of 122.63 feet; thence North 89 degrees 23 minutes 49 seconds East a distance of 661.50 feet; thence North 32 degrees 50 minutes 36 seconds West a distance of 181.05 feet; thence North 15 degrees 45 minutes 05 seconds West a distance of 422.36 feet; thence North 10 degrees 48 minutes 18 seconds West a distance of 409.28 feet to said north line of the Northwest Quarter of the Southeast Quarter; thence South 89 degrees 25 minutes 01 second West, along said north line of the Northwest Quarter of the Southeast Quarter, a distance of 138.92 feet to the point of beginning.

NOTES

- It is unknown if this parcel has access to CSAH 5. Documents for right of way width were not included in provided titlework.
- No field work has been done by E.G. Rud and Sons, Inc. on this site since September 27, 2017.
- Bearings shown are on Meeker County Coordinate System.
- The location of the proposed improvements are per conceptual drawings furnished by Sunrise Energy Ventures and are subject to change.
- Existing easements and encumbrances are per an ALTA/NSP Land Title Survey prepared by E.G. Rud & Sons, Inc. dated July 16th, 2016.
- Wetlands shown are per delineation and location by EOR, Inc.

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

BLAKE L. RIVARD
 Date, 7-16-18 License No. 19421

SEARCH BY	JOB NO	18721AB	DATE	7/16/18
1				
2				
NO	DATE	DESCRIPTION	BY	

E.G. RUD & SONS, INC.
 Professional Land Surveyors
 6776 Lake Drive NE, Suite 110
 Lino Lakes, MN 55014
 Tel. (651) 361-8200 Fax (651) 361-8701

AGREEMENT FOR REPLACEMENT OF BRIDGE 92618
BETWEEN CEDAR MILLS TOWNSHIP & MEEKER COUNTY

This agreement is hereby made between the County of Meeker and Cedar Mills Township for replacing bridge 92618, located along 590th Ave over the South Fork of the Crow River in Section 9, T117N, R31W.

Meeker County shall serve as Cedar Mills Township's professional representative in all administrative and engineering phases of this project except those specifically identified in this agreement and will give consultation and advice to Cedar Mills Township during the performance of the service. In conjunction with these services, Meeker County may enter into a separate agreement with a Consulting Engineering Firm for some or all portions of the project. The Consulting Firm's Engineering Agreement is understood to be a part of this agreement, and it shall become effective upon execution of this document by both Meeker County and Cedar Mills Township.

Meeker County and/or a Consulting Engineering Firm shall prepare preliminary plans and cost estimates of this bridge replacement project as the design phase of this agreement.

Meeker County and/or a Consulting Engineering Firm will carry out the construction phase of this project, which includes, but is not limited to: preparation of bid documents, construction, and project inspection.

Cedar Mills Township shall reimburse Meeker County for all project related costs that are not financed by "Town Bridge" funds, "Minnesota State Transportation Funds" (Bridge Bonding funds), or any other state/federal funds. These items will include, but are not limited to: right-of-way, the removal of the present structure, the grading of the approach roadways, engineering, and permanent signing.

Cedar Mills Township shall be responsible for securing all right-of-way and easements needed to construct this project. Meeker County may furnish the legal descriptions for the necessary acquisitions if requested by Cedar Mills Township.

Indemnification: Each party shall be liable for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party, its officers, employees or agents. Each party agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney fees which the other, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its agents, servants or employees, in the execution, performance or failure to adequately perform its obligations pursuant to this Contract. Liability limits shall be accord with the minimums specified in Minn. Stat. Ch. 466 or its successors and nothing herein shall constitute a waiver by either party of said limitations or exceptions to liability.

Cedar Mills Township Officers

Meeker County Board of Commissioners

Chairperson

Chairperson

Clerk

County Administrator

Date

Date

MEEKER COUNTY PUBLIC WORKS

422 S. Johnson Drive
Litchfield Minnesota 55355-2155
Ph. (320) 693-5360
Fax (320) 693-5369

Phil Schmalz
County Engineer

Mark A. Spies
Assistant Engineer

February 19, 2019

Meeker County Board of Commissioners

Subject: Engineering Proposal for BR 92618 Replacement

Bridge 92618 in Cedar Mills Township is a 3 span timber structure that currently warrants replacement. Our county bridge inspectors discovered a timber pier cap with significant splitting/crushing occurring this past November. The bridge was inspected by a professional structural engineer to determine the severity of the damage and posted down to 5 Ton maximum loads.

I met with the Cedar Mills Township board to discuss options and they elected to move forward with bridge replacement using Township Bridge funding. This funding source will require the first \$10,000 of non-participating construction costs & the first \$10,000 of Engineering costs be paid by the township with the remainder being paid by the Township Bridge Account.

They county may try to take over the construction engineering or portions of the construction engineering on this project if schedules allow. At this time it appears unlikely we will have staff available to inspect the bridge in-house.

I recommend accepting the engineering proposal from Erickson Engineering for the design and construction of Bridge 92618 for a not to exceed fee of \$97,268. A second proposal was received from WSN Engineering for the amount of \$122,465.

Respectfully Submitted,



Phil Schmalz
Public Works Director/County Engineer
Meeker County Public Works



**ERICKSON
ENGINEERING**

Erickson Engineering Co., LLC
9531 W 78th St Ste 100
Eden Prairie, MN 55344

ph 952-929-6791, 800-545-8020
fx 952-929-2909

info@ericksonengineering.com
www.ericksonengineering.com

Tom Wilson, P.E., Vice President
612-249-0839
twilson@ericksonengineering.com

ENGINEERING SERVICES AGREEMENT between

MEEKER COUNTY

and

ERICKSON ENGINEERING CO., LLC

for Replacement of Existing Bridge 92618
on 590th Ave over South Fork Crow River

Sec 9, Twp 117 N, Rge 31 W

Erickson Engineering Agreement 19005, January 17, 2019

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A PROJECT DESCRIPTION AND PROPOSED ALTERNATIVES



Bridge 92618

Meeker County and Cedar Mills Township are planning to replace Bridge 92618 on 590th Ave. The in-place structure was built in 1969, and consists of a 3-span timber beam structure with a total length of 76 ft and deck width of 29.6 ft. The north pier cap is decayed and crushing, which significantly reduces the load carrying capacity of the bridge. A recent inspection performed in December 2018 recommended the bridge be load posted at 10 tons.



590th Ave looking north

The anticipated replacement structure is a 3-span prestressed concrete beam (PCB) bridge or a 3-span continuous concrete slab (CCS) bridge. The estimated length of the new bridge is approximately 92 ft. For this proposed length, the 3-span PCB and CCS options will have thin structure depths which will minimize the grade raise of the roadway approaches.

For the 3-span PCB and CCS options, we estimate the total approach roadway reconstruction will extend approximately 200 ft from each end of the bridge.

A single-span PCB option will also be investigated and presented for consideration, if appropriate. However, the thicker structure depth required for a single-span PCB option will likely result in an unacceptable amount of grade raise.

The length, width, and grade raise required for the new bridge and total length of roadway reconstruction will be verified during the hydraulics / preliminary design phase and after consultation with the County and Township. During this phase, all viable replacement options will be investigated and presented to the County and Township for consideration.

B SERVICES

In this document, "Client" refers to Meeker County and "Consultant" refers to Erickson Engineering Co., LLC.

The Consultant agrees to provide the following services to the Client in connection with the aforementioned project, according to the terms of this agreement.

1.0 Survey

- 1.1 The Consultant shall perform field survey work for the existing bridge and roadway approaches, and obtain information needed to complete the bridge survey sheet according to the MnDOT State Aid Manual.

2.0 Hydraulics

- 2.1 The Consultant shall prepare a hydraulic flood analysis for the stream crossing. The analysis will contain data required by State and Federal agencies, including a risk assessment and a scour analysis. The hydraulic analysis will be based on steady, gradually varied peak flow conditions for all flood frequency events analyzed.

3.0 Preliminary Design – Structure Options

- 3.1 The Consultant shall prepare and submit to the Client preliminary design information for recommended replacement options. The preliminary design information will include structure type, general features, dimensions, grade raise, and cost estimates. The anticipated replacement structure is a 3-span PCB or 3-span CCS option.

4.0 Permits and Utility Coordination

- 4.1 The Consultant shall apply for required environmental permits from the DNR, COE, and MPCA. *The Client shall pay the permit fees.*

- 4.2 The Consultant shall perform utility investigation and coordination necessary for preliminary and final design.

5.0 Asbestos and Regulated Waste Assessment Coordination

- 5.1 The Consultant shall retain a competent firm, subject to the approval of the Client, to prepare an Asbestos and Regulated Waste Assessment of the existing bridge. *The Client shall pay the fee for the assessment.*

6.0 Soils Coordination

- 6.1 The Consultant shall retain a competent firm, subject to the approval of the Client, to obtain test borings and determine the foundation conditions at the proposed structure site. The soils firm will prepare a report which will include recommendations for the foundation design of the proposed bridge. *The Client shall pay the fee for the soils testing and report.*

7.0 Bridge Design / Plans

- 7.1 The Consultant shall prepare one preliminary bridge plan for the proposed structure. The preliminary plan will be a 30% complete submittal and will include general features, dimensions, roadway alignment, and basic design requirements. The Consultant shall prepare the preliminary plan according to MnDOT State Aid Standards.
- 7.2 The Consultant shall prepare a complete engineering design for the proposed structure. The Consultant shall design the structure to conform to current AASHTO Design Specifications and MnDOT standards.
- 7.3 The Consultant shall prepare one final detail bridge plan in digital format and plotted on reproducible material in ink. The Consultant shall prepare the plan according to MnDOT Bridge Design Specifications and MnDOT Standard Specifications for Construction.
- 7.4 The Consultant shall prepare the Division SB special provisions, construction cost estimate, plan review checklist, beam stool height information, and load rating for the proposed structure.
- 7.5 The Consultant shall submit the plans and supporting documentation to the Client and MnDOT for review and approval.

8.0 Roadway Design / Plans

- 8.1 The Consultant shall prepare preliminary and final roadway plans in digital format and plotted on reproducible material in ink. These plans will show the geometric design of the roadway, including plan and profile, specific design features in terms of horizontal and vertical alignment, typical section, drainage, erosion control, easements, traffic control, right-of-way, plotting of finished cross-sections, and quantities. We anticipate approximately 400 ft of approach roadway reconstruction will be required for this project (200 ft on each end of the bridge).
- 8.2 If required, the Consultant shall prepare a Storm Water Pollution Prevention Plan (SWPPP).
- 8.3 The Consultant shall prepare a construction cost estimate and special provisions for the approach roadway construction.
- 8.4 The Consultant shall submit the plans and supporting documentation to the Client and MnDOT for review and approval.

9.0 Construction Engineering (Optional Service)

The following construction engineering services are provided as an optional service, if needed.

9.1 The Consultant will provide project management and full-time construction observation, staking, and onsite materials (concrete) testing for this project. The duties for which the Consultant will be responsible include:

- ▶ Coordinating and attending pre-con meeting
- ▶ Coordinating and attending weekly construction progress meetings
- ▶ Review of shop drawings (if necessary)
- ▶ Performing all necessary field staking
- ▶ Observing and documenting all construction activities as required by the Plans, Special Provisions, and MnDOT Standard Specifications for Construction
- ▶ Inspection of materials and onsite testing of concrete (slump, air, cast cylinders) in accordance with the "Schedule for Materials Control"
- ▶ Documentation of all quantities in accordance with the MnDOT Contract Administration Manual – Section 5-591.400 Documentation through final project acceptance by MnDOT and the Client.

9.2 The Consultant shall complete appropriate construction documentation which will include:

- ▶ Daily and weekly construction diaries
- ▶ Applicable testing data and test forms
- ▶ Payment vouchers
- ▶ Maintaining a current record of all completed construction
- ▶ Preparing any required supplemental agreements and change orders
- ▶ Completing final documentation and submittal of project records

9.3 The Consultant shall retain a competent firm, subject to the approval of the Client, to perform offsite materials testing (e.g., cylinder breaks, aggregate tests, plant monitoring). *The testing firm will invoice the cost of this testing directly to the Client.*

C COMPENSATION

Compensation in full for the work described in section B Services will be on a Cost Plus (Time and Materials) basis, which includes the Consultant's profit.

Task, labor hours, and cost breakdowns have been prepared and are listed as follows. Table 1 shows Design Phase services and Table 2 shows Construction Phase services. The cost breakdowns are based on the assumption that the new bridge will be approximately 92 ft long, with a 28 ft wide roadway. There will also be approximately 400 ft of approach roadway reconstruction required.

TABLE 1 - DESIGN PHASE

Services		Rate						Hours	Fee
			\$170.00 Engineering Manager	\$118.00 Senior Project Engineer	\$100.00 Project Engineer	\$117.00 Senior Technician	\$88.00 Engineering Technician		
1.0	Survey				14		21	35	\$3,248.00
2.0	Hydraulics				24			24	\$2,400.00
3.0	Preliminary Design - Structure Options				4			4	\$400.00
4.0	Permit Applications / Utility Coordination				8			8	\$800.00
5.0	Asbestos Coordination				1			1	\$100.00
6.0	Soils Coordination				1			1	\$100.00
7.1→7.3, 7.5	Bridge Design / Plans	12	35	48	14	72		181	\$18,944.00
7.4	Special Provisions, Estimate, Load Rating, Checklist, Stool Heights							16	\$1,888.00
8.0	Roadway Design / Plans		30				36	66	\$6,708.00
Subtotal / Hours			12	81	100	14	129	336	
TOTAL DESIGN PHASE									\$34,588.00

**TABLE 2 - CONSTRUCTION PHASE
 (Optional Service)**

Services		Rate			Hours	Fee
			\$200.00 2-Person Survey Crew	\$92.00 Certified Inspector		
9.1→9.2	Pre-Con Meeting, Weekly Progress Meetings, Construction Staking, Observation, Onsite Testing, Documentation / Reports. Assumes 60 working days for construction.	12	590		602	\$56,680.00
Subtotal / Hours			12	590		
Mileage / Lodging						\$6,000.00
TOTAL CONSTRUCTION PHASE						\$62,680.00

Based on the above projections, the Consultant proposes to complete the work outlined in this proposal on a time and materials basis using the rates shown for a fee not to exceed the following totals unless prior approval has been received from the Client:

Design Phase Fee	\$34,588.00
Construction Phase Fee	\$62,680.00
TOTAL FEE:	\$97,268.00

Conditions and Payment Schedule

The Consultant may request progress payments for “Cost Plus” services while the work is in progress, based on time and materials provided within a specific timeframe. The progress payments are due upon receipt of invoice.

Cancellation: If the Client cancels this agreement, the Consultant may request payment for all work performed up to the cancellation date. The Client shall pay for fully completed work as outlined above. The Consultant will invoice partially completed work on a Time and Materials basis, according to section E Time and Materials Rates. The total amount invoiced for the partially completed work will not exceed the amount which would have been due had the work been fully completed.

Additional Services: If the Client requests that the Consultant provide services not listed in this agreement, or if any additional services are required due to revisions in MnDOT, FHWA, AASHTO, or Client standards or specifications, then the Consultant may request reimbursement for such services. The Client shall pay the Consultant on a Time and Materials basis, according to section E Time and Materials Rates, unless otherwise agreed to in writing by both the Consultant and the Client.

D TIMELINE

<u>Task</u>	<u>Completion Date</u>
Survey	February 15, 2019
Hydraulic Analysis and Preliminary Design	March 1, 2019
Permits / Utility Coordination	April 5, 2019
Soils Report	April 19, 2019
Asbestos / Regulated Waste Assessment.....	April 19, 2019
Submit Preliminary Bridge / Roadway Plans for review / comment (30% Complete).....	March 29, 2019
Submit Final Bridge / Roadway Plans for review / comment (90% Complete).....	May 24, 2019
Submit Final Bridge / Roadway Plans, Special Provisions, Estimate, Load Rating, Checklist for approval (100% Complete).....	June 21, 2019
Construction Phase Services (If necessary).....	Summer / Fall 2019

E TIME AND MATERIALS RATES

TITLE	RATE / HR
Vice President	\$ 170.00
Engineering Manager	\$ 165.00
Senior Project Engineer / Project Manager	\$ 105.00 - \$ 125.00
Project Engineer	\$ 90.00 - \$ 105.00
Design Engineer	\$ 88.00
Senior Technician	\$ 114.00
Engineering Technician	\$ 88.00 - \$ 95.00
Certified Inspector	\$ 88.00 - \$100.00
Mileage Rate	\$ 0.54 / mile
Lodging	\$ Actual Cost (room charge / night)

Rates may be adjusted annually to reflect cost of living increases.

F GENERAL CONDITIONS

I Scope of Professional Engineering Services

The Consultant agrees to provide the services described in section B Services when the Client requests and authorizes the Consultant to provide the services. The Client shall pay the Consultant for these services on a Time and Materials basis, at the rates stated in section E Time and Materials Rates, unless otherwise stated in this agreement.

II Responsibilities of the Consultant

The Consultant shall maintain Professional Liability Insurance for \$2,000,000 (two million dollars) during the life of this contract. If the Client requests additional insurance, the Consultant will purchase such insurance if available. The Client will pay the cost of the additional insurance.

The Consultant is not responsible for the failure of others to perform in accordance with other contracts. The Consultant's services do not relieve others of their responsibilities.

III Responsibilities of the Client

The Client shall make available to the Consultant all known information applying to the site and services provided by the Consultant. The Client shall immediately inform the Consultant of new information which may be in conflict with previous information regarding the site or Consultant services. The Consultant has a right to depend on documents and information supplied by the Client.

IV Other Damages

The Consultant and the Client will not be liable to each other for any incidental, consequential, or special damage relating to the Consultant's services. This includes business interruption, good will, or loss of anticipated profits.

V Termination

Either party may terminate this agreement by giving fourteen days written notice to the other party. Upon termination, the Client will pay the Consultant for costs incurred to the date of termination, including termination costs and other obligations and commitments incurred in providing services. All obligations and liabilities between the parties will terminate upon payment. These costs are payable under the contract when invoiced.

VI Document Ownership

The Client acknowledges the Consultant's construction documents as instruments of professional service. Nevertheless, the plans and specifications prepared under this Agreement will become the property of the Client upon completion of the work and payment in full of all monies due to the Consultant. The Client shall not reuse or make any modification to the plans and specifications without the prior written authorization of the Consultant. To the fullest extent permitted by law, the Client agrees to indemnify and hold the Consultant harmless from any claim, liability or cost (including reasonable attorney's fees and defense costs) arising or allegedly arising out of unauthorized reuse or modification of the construction documents by the Client, or by any person or entity that obtains the plans and specifications from or through the Client, without written authorization of the Consultant.

VII Party Relationship

The Consultant shall act solely as an independent contractor. The Client and the Consultant may not enter into any agreement or assume any obligation for the other.

VIII Force Majeure

The Consultant shall not be liable for failure to perform due to circumstances beyond the Consultant's control. These may include, but are not limited to, wars, floods, strikes, riots, fire, acts of nature, or inability to obtain equipment or material. In the event of such circumstances, the Client will agree to extend the performance time sufficiently to overcome the effects of such events.

IX Successors and Assigns

The Consultant and Client each binds itself, its successors, and assigns to the other party of this agreement and to the successors and assigns of the other party with respect to all provisions of this agreement.

X Entire Agreement

This agreement represents the entire understanding between the Client and the Consultant. No change of the terms or conditions of this agreement will be binding on either party unless these changes are in writing and signed by an authorized representative of both parties.

XI Applicable Law

The laws of the State of Minnesota will govern this agreement.

XII AA / EEO

The Consultant is an Affirmative Action and Equal Employment Opportunity Employer.

XIII Dispute Resolution

In the event of a dispute arising out of or relating to this Agreement or the services the Consultant renders or will render hereunder, the Client and Consultant agree to attempt to resolve such disputes in the following manner:

First, the parties agree to attempt to resolve such disputes through direct negotiations between the appropriate representatives of each party.

Second, if such negotiations are not fully successful, the parties agree to attempt to resolve any remaining dispute by formal non-binding mediation, conducted according to rules and procedures agreed upon by the parties, unless the parties mutually agree otherwise.

Third, if the dispute or any issues remain unresolved after the above steps, the parties agree to allow the mediator to help select an alternative resolution method.

G AUTHORIZATION

The Client and the Consultant agree as set forth above.

For the Client:

Meeker County Highway Department
422 S Johnson Dr
Litchfield, MN 55355

Signature

Title

Date

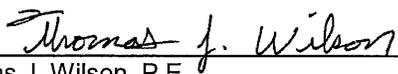
Signature

Title

Date

For the Consultant:

Erickson Engineering Co., LLC
9531 W 78th St Ste 100
Eden Prairie, MN 55344



Thomas J. Wilson, P.E.

Vice President

Title

January 17, 2019

Date

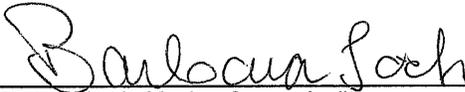
TO THE COUNTY BOARD, MEEKER COUNTY, MINNESOTA

Pursuant to law I present below, a statement showing the amount of taxes levied for County purposes for the current year, the amounts collected and apportioned to date, and the balance uncollected, together with the actual cash balance remaining to the credit of each County fund at the close of business on the 31st day of January, 2019.

FUNDS	Amount Levied	Amount Collected	Balance Uncollected	Percent Uncollected
County Revenue	8,037,752.96	7,961,209.60	76,543.36	
Road & Bridge	1,836,450.79	1,818,962.19	17,488.60	
Social Service	2,946,187.49	2,918,130.88	28,056.61	
Family Service	129,668.38	128,433.60	1,234.78	
Debt Service	676,558.04	670,115.18	6,442.86	
Regional Library	211,134.27	209,080.72	2,053.55	
Total	13,837,751.93	13,705,932.17	131,819.76	0.953%

Balances remaining to the credit of each Fund:

	Balances	
	Debit	Credit
County Revenue		8,128,625.06
Road & Bridge		2,976,416.11
Social Services		5,861,563.28
Family Services		655,429.37
Capital Projects		246,728.57
Debt Service		466,873.73
Total	0.00	18,335,636.12


 Barbara Loch, Meeker County Auditor

History:

Levy Year	Amount Levied	Amount Collected	Uncollected	Percentage Uncollected
2017	13,369,929.14	13,235,896.24	134,032.90	1.002%
2016	13,367,574.94	13,242,597.39	124,977.55	0.935%
2015	12,935,579.39	12,804,843.06	130,736.33	1.01%
2014	12,525,454.29	12,394,354.46	131,099.83	1.05%
2013	12,314,742.35	12,156,171.61	158,570.74	1.29%
2012	12,123,175.92	11,959,686.88	163,489.04	1.35%
2011	11,258,835.00	11,063,986.14	194,848.86	1.73%
2010	10,988,961.97	10,764,438.48	224,524.49	2.04%
2009	10,241,443.23	10,010,608.28	230,834.95	2.25%
2008	9,435,152.23	9,242,475.75	192,676.48	2.04%
2007	8,498,367.50	8,328,422.29	169,945.21	2.00%
2006	7,223,880.89	7,098,368.19	125,512.70	1.74%

February 1, 2018 to February 1, 2019

GRAVEL TAX	PIT	SECTION	TWP	RNG	TWP	Late Pmts	3/31/2018	6/30/2018	9/30/2018	12/31/2018	YARDS	TONS	ANNUAL TOTAL	
B. McNamara, Inc	McNAMARA	7	118	30	Ellsworth			4,887.54			22,732.74		4,887.54	
Duininck Bros., Inc	WENDORFF	25	117	31	Cedar Mills								0.00	
Duininck Bros., Inc	ROGNESS	18	118	30	Ellsworth								0.00	
Hansen Gravel Inc	HANSEN	7	118	30	Ellsworth		0.00	0.00	0.00	0.00			0.00	
Knife River (Bauerly)	MERRILL	8	119	29	Dassel				52.51	87.83		935.60	140.34	
Knife River (Bauerly)	OLSON/MIKE	1	118	31	Greenleaf			398.38	982.51	2,051.28		22,881.15	3,432.17	
Knife River (Bauerly)	ASHWILL	34	120	29	Kingston			386.88	2,270.55	76.50		18,226.20	2,733.93	
Landwehr Construction	WARREN	8	120	30	Forest City		6,331.54	0.00			29,449.00		6,331.54	
McCarthy Gravel, Inc	DAVISON	9	119	29	Dassel					42.14	196.00		42.14	
McCarthy Gravel, Inc	KUECHLE	2 & 3	120	30	Forest City								0.00	
McCarthy Gravel, Inc	WARREN	8	120	30	Forest City					258.97	1,204.50		258.97	
McCarthy Gravel, Inc	MARSH	2	120	30	Forest City					1,939.30	9,020.00		1,939.30	
McCarthy Gravel, Inc	LOFF	4	120	30	Forest City					5,311.78	24,706.00		5,311.78	
McCarthy Gravel, Inc	LOFF	34	121	32	Union Grove					3,018.39	14,039.00		3,018.39	
McCarthy Gravel, Inc	ANDERSON	30	120	32	Swede Grove					223.17	1,038.00		223.17	
Meeker Washed Sand & Gravel, Inc	MORTENSON	13	118	32	Danielson				588.35			3,922.36	588.35	
Meeker Washed Sand & Gravel, Inc	CHARLES SMITH	18	118	30	Ellsworth		1,443.15	10,629.92	12,113.07	5,833.80		200,132.87	30,019.94	
Nordberg Excavating	AILIE	23 24	119	29	Dassel					126.42	588.00		126.42	
Reiner Construction	WIGEN/REINER	1	118	31	Greenleaf		0.00	0.00	313.26	0.00	1,457.00		313.26	
Ron's Excavating	KIPF	31	121	30	Forest Prairie			97.40	103.42		934.00		200.82	
SW Johnson Holdings LLC	JOHNSON	4	119	29	Dassel				49.67		231.00		49.67	
McCloud & Zummach	McCLOUD/ZUMMACH	25	117	31	Cedar Mills								0.00	
Wright County	Ailie construction	24	119	29	Dassel				106.21		494.00		106.21	
Gravel tax is calculated at .215 per cubic yd or .15 per ton							0.00	7,774.69	16,400.12	16,579.55	18,969.58	106,089.24	246,098.18	59,723.94
Gravel Tax I													59,723.94	

22,809 36,915

STATE OF MINNESOTA

MEEKER COUNTY BOARD OF COMMISSIONERS
DRAINAGE AUTHORITY FOR MEEKER COUNTY DITCH 19

Regarding the Petition of the City of
Litchfield to Transfer a Portion of
Meeker County Ditch 19 to the City
(Statutes Section 103E.812)

Petition for Drainage System Transfer

For its petition to transfer a portion of Meeker County Ditch (CD) 19 to the City of Litchfield, the City, upon action of its Council authorizing the same, states and alleges the following:

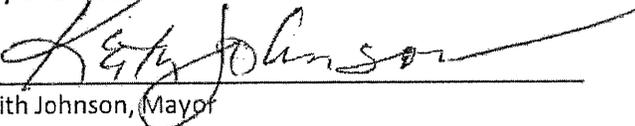
1. The Meeker County Board of Commissioners serves as the Drainage Authority for 19 pursuant to statutes chapter 103E.
2. The lower portion of CD 19 passes into and adjacent to the City from CSAH 1 to West Fifth Street.
3. The City is a "Water Management Authority" as that phrase is used in statutes section 103E.812 and possesses lawful authority to manage storm, surface, and flood waters within its jurisdictional boundary.
4. Statutes section 103E.812 authorizes the Drainage Authority, upon petition of the City and facts demonstrated in drainage proceedings, to transfer the portion of CD 19 lying within and adjacent to the boundary of the City to the City for future management.
5. Transfer of that portion of CD 19 traversing the City is necessary for the orderly management of storm, surface, or flood waters, including management for water quality purposes.
6. If transferred, the City may apply alternatives to managing CD 19 including but not limited to: altering the alignment, replacing open ditch with a municipal stormwater system consisting of buried conduit, and installing and applying various water quality and other

stormwater management practices.

7. Attached hereto is an engineering report detailing the proposed improvements of the City of Litchfield and Minnesota Department of Transportation (MnDOT) storm sewer system downstream of CSAH 1. Consolidating storm sewer outfalls into one location, along with bringing the system up to modern standards, is planned for this project. Included in the engineering report are discussions of the in-place depth, grade, and hydraulic capacity of CD 19 within and adjacent to the City Limits. No modifications to County Ditch 19 are planned that would impact the depth, grade, or hydraulic capacity of the portion of CD 19 that lies within and adjacent to the City.
8. Based on the foregoing, the City petitions the Drainage Authority, pursuant to statutes section 103E.812, to transfer that portion of CD 19 from West Fifth Street to CSAH 1.
9. The City acknowledges its obligation, should the transfer occur, to secure and provide an outlet for agricultural drainage, upstream of the City, of at least equal hydraulic efficiency as the rights to an outlet that exist on the date of transfer. Furthermore, the City acknowledges that it shall be liable to compensate any owner of property assessed for benefits on the transferred drainage system for the loss or impairment of any drainage rights occurring after transfer of the drainage system.

Respectfully Submitted,

City of Litchfield

By 
Keith Johnson, Mayor

Attest: Joyce Spreiter
Joyce Spreiter, Assistant City Administrator

The above petition was approved for execution and filing by the City Council of Litchfield upon motion by Mayor Johnson, seconded by Council Member Kotelnicki, by a vote of 7 yes and 0 no, as reflected in the minutes of the regular meeting of the Council on February 4, 2019.



Meeker County



Master Plan Implementation – Phase I

County Board Workshop

February 19, 2019



Agenda

1. Options Discussion

- Bank Property
- LEC/Courthouse Building
- New Government Services Building
- Government Services Addition
- Courthouse Remodeling
- Family Services Building

2. Budget Discussion

3. Schedule

4. Next Steps



Land Records Program

Program Summary

Departments:

1. Auditor
2. Assessor
3. Recorder / Land Records
4. Planning and Zoning
5. Shared Spaces (work room, conf, mail, etc.)

Existing:

1,111 NSF
471 NSF
1,154 NSF
1,138 NSF
431 NSF

Proposed:

860 NSF
1,330 NSF
1,710 NSF
2,145 NSF
1,540 NSF

Subtotal Building Area
Net to Gross Factor
Total Gross Square Feet

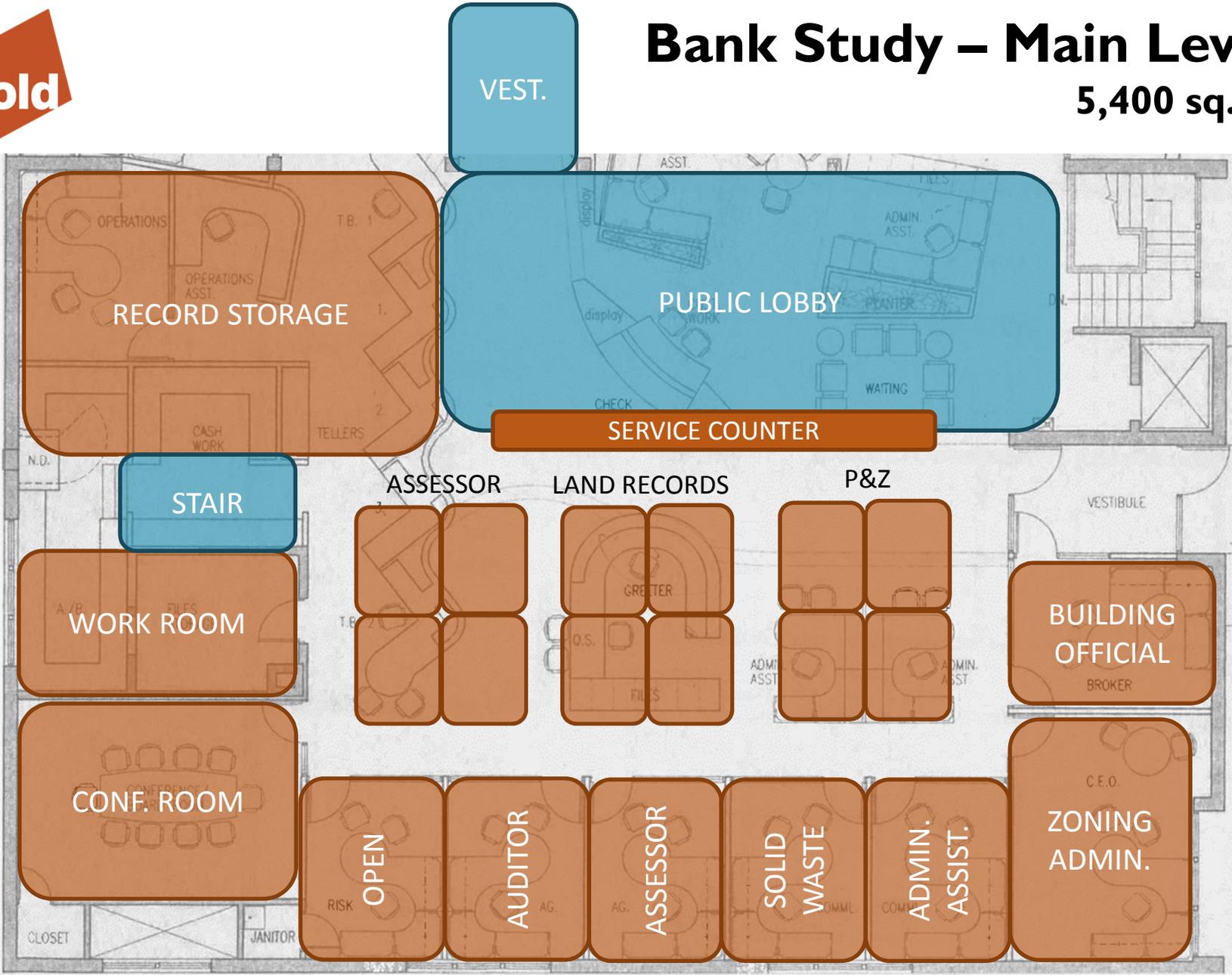
4,305 NSF
 x 1.6
6,900 GSF

7,585 NSF
 x 1.6
12,140 GSF

Wold

Bank Study – Main Level

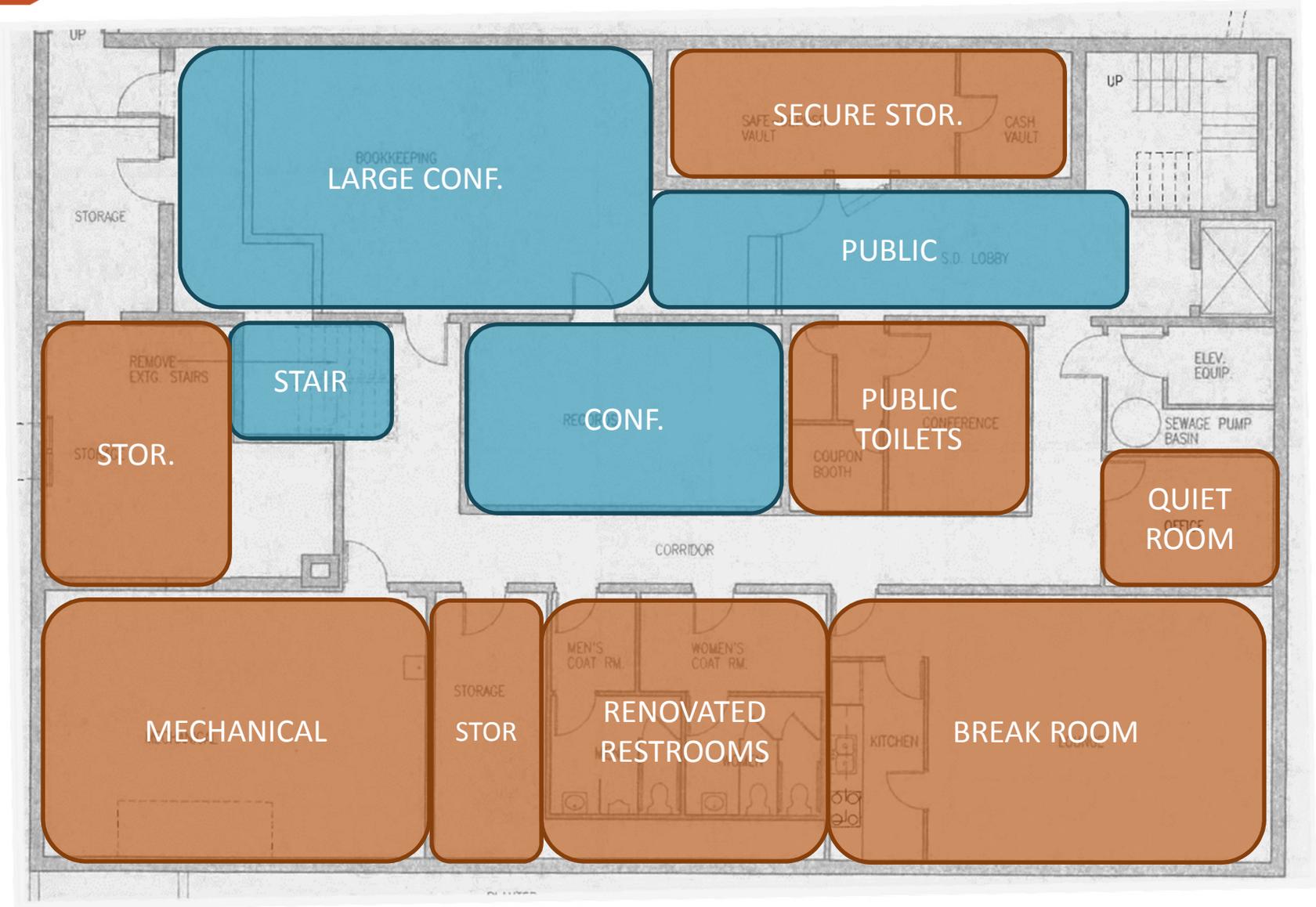
5,400 sq. ft.





Bank Study – Lower Level

5,400 sq. ft.





Bank Renovation

Budget Discussion

Renovate Bank for Land Records

10,000 sq. ft. Building x \$150/ sf to \$175/ sf (Assumes full renovation A, M & E)	\$1.5 m to \$1.75 m
Project Cost Multiplier (Fees, Testing, FF&E, Technology & Contingency)	
Total Project Cost	<u>x 1.35</u>
	\$2.0 m to \$2.4 m
Land Value (Assessed Value 2019 – all parcels)	\$437,200
Purchase Cost	Unknown

*Note: Assumes 2020 construction dollars. Cost would need to be inflated by 4% - 5% per year.



New Government Services Building

Program Summary

Departments:

1. County Board Room
2. Auditor
3. Treasurer
4. Assessor
5. Recorder / Land Records
6. Planning and Zoning
7. County Administration
8. Human Resources
9. Public Meeting Spaces
10. Shared Spaces (Break room, mail, etc.)

Existing:

718 NSF
1,111 NSF
1,410 NSF
471 NSF
1,154 NSF
1,138 NSF
730 NSF
288 NSF
1,958 NSF
431 NSF

Proposed:

1,130 NSF
860 NSF
1,380 NSF
1,330 NSF
1,710 NSF
2,145 NSF
635 NSF
730 NSF
1,065 NSF
1,540 NSF

Subtotal Building Area
Net to Gross Factor
Total Gross Square Feet

9,409 NSF
 x 1.6
15,296 GSF

12,525 NSF
 x 1.18
14,770 GSF



New Government Services Building

Site Plan



NORTH RAMSEY AVENUE

NORTH SIBLEY AVENUE

WEST 7TH STREET

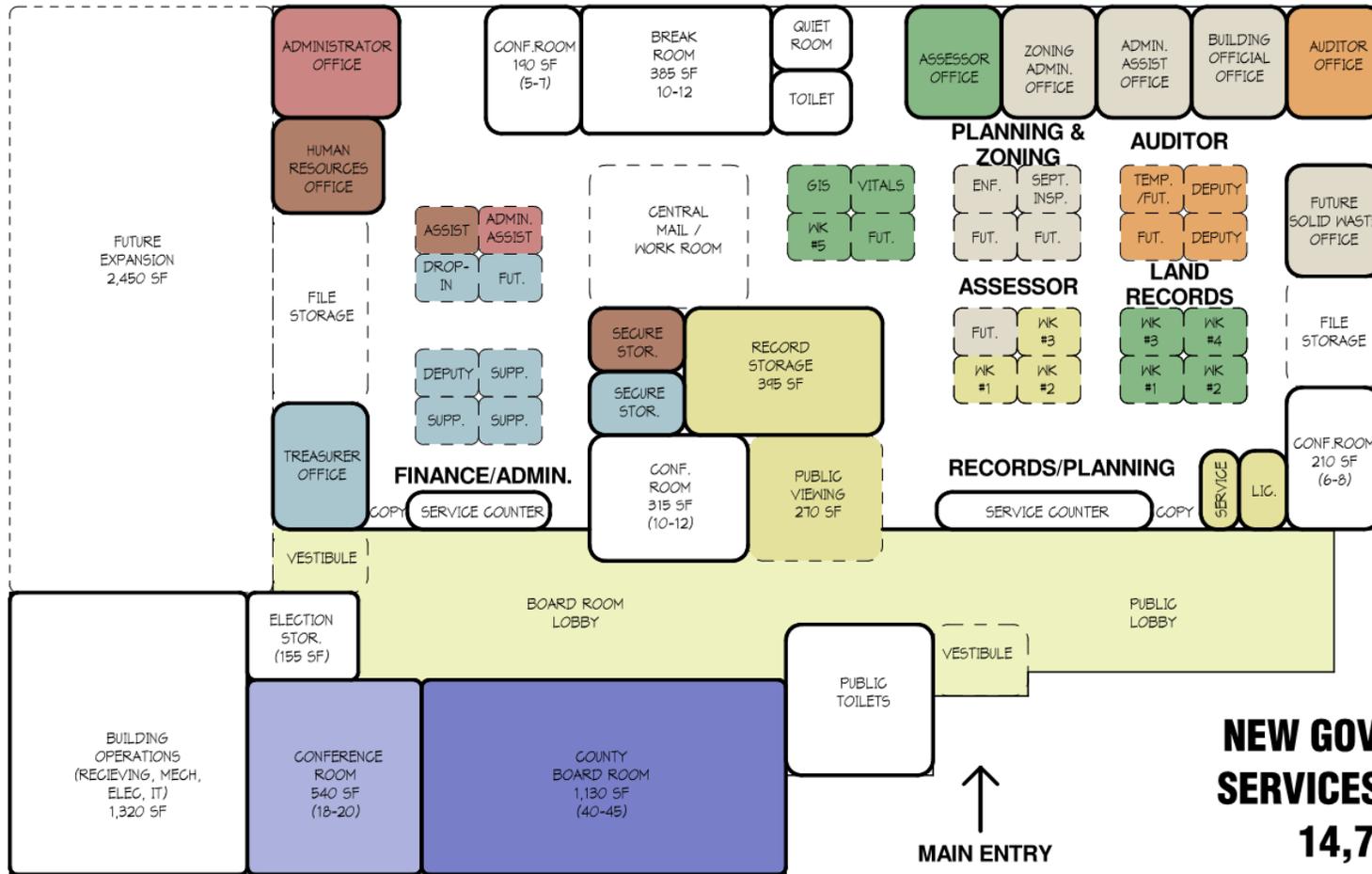
1 SCHEMATIC SITE PLAN
1" = 30'-0"
0 22'-6" 45'

57 STALLS PROVIDED
Required = 1 stall / 200 GSF + 1 stall / employee



New Government Services Building

Bubble Diagram



NEW GOVERNMENT SERVICES BUILDING
14,770 SF

1 Bubble Diagram

1/16" = 1'-0"
0 12' 24'



Courthouse / LEC - Program

Program Summary

Departments:

	Existing:	Proposed**:
1. County Board Room	718 NSF	-- NSF
2. Information Technology	534 NSF	980 NSF
3. Courtroom Suites*	4,783 NSF	5,591 NSF
4. Court Administration*	1,639 NSF	1,639 NSF
5. Law Library*	462 NSF	462 NSF
6. Court Services*	1,675 NSF	1,675 NSF
7. DOC	-- NSF	1,950 NSF
8. County Attorney	2,630 NSF	4,650 NSF
9. LEC / Sherriff's Office	9,332 NSF	11,492 NSF
10. Jail	17,015 NSF	19,965 NSF
11. Public Meeting Spaces	1,958 NSF	1,095 NSF
12. Shared Office Spaces <small>(Break Room)</small>	431 NSF	0 NSF
13. Relocated Departments	6,302 NSF	0 NSF
14. Future Space	<u>-- NSF</u>	<u>1,675 NSF</u>

Subtotal Building Area	47,479 NSF	51,174 NSF
Net to Gross Factor	<u>x 1.76</u>	<u>x 1.66</u>
Total Gross Square Feet	83,450 GSF	85,050 GSF

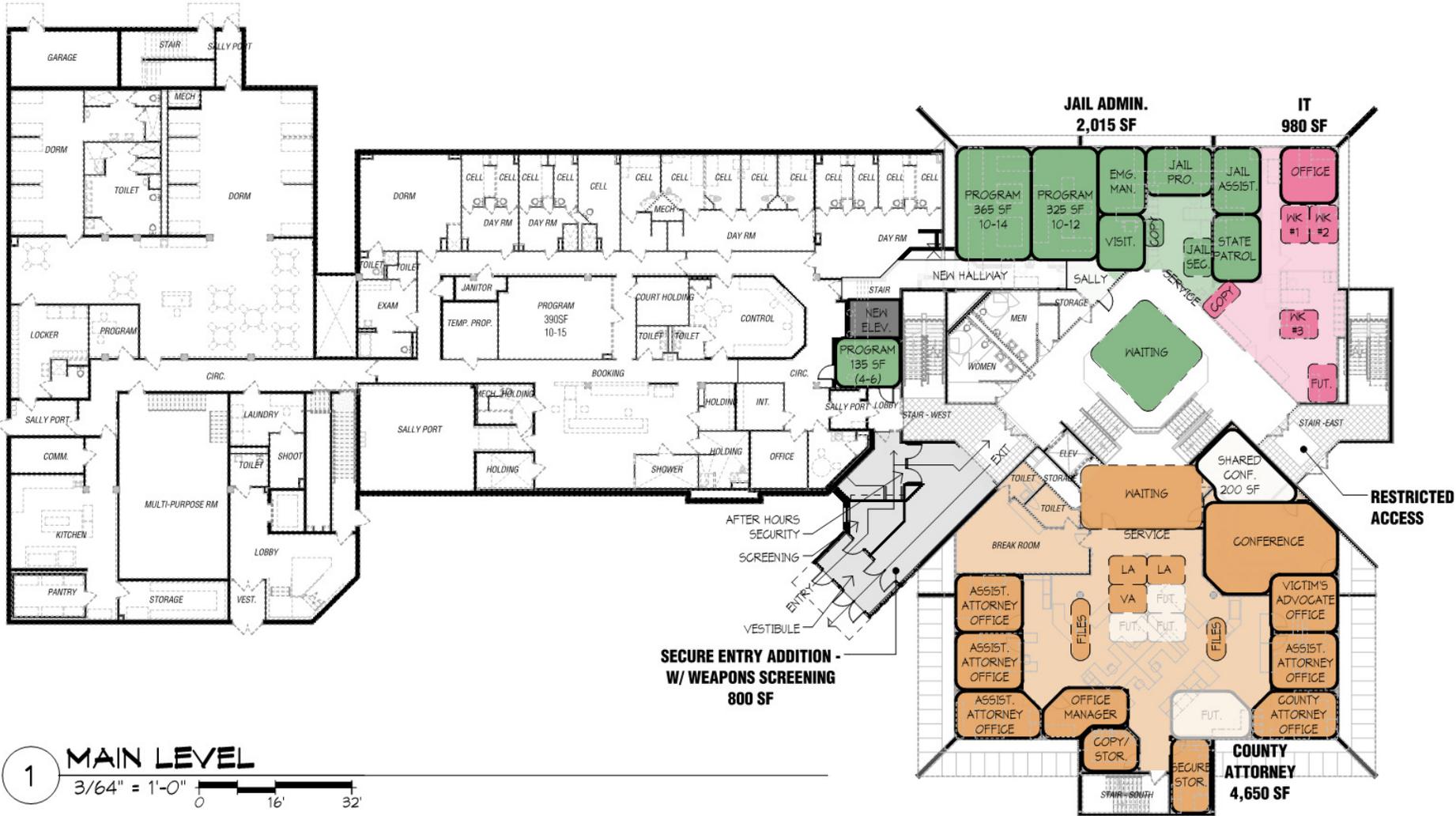
* Area Unchanged

** Includes 2-story entrance addition (1,600SF)



Courthouse / LEC

Main Level

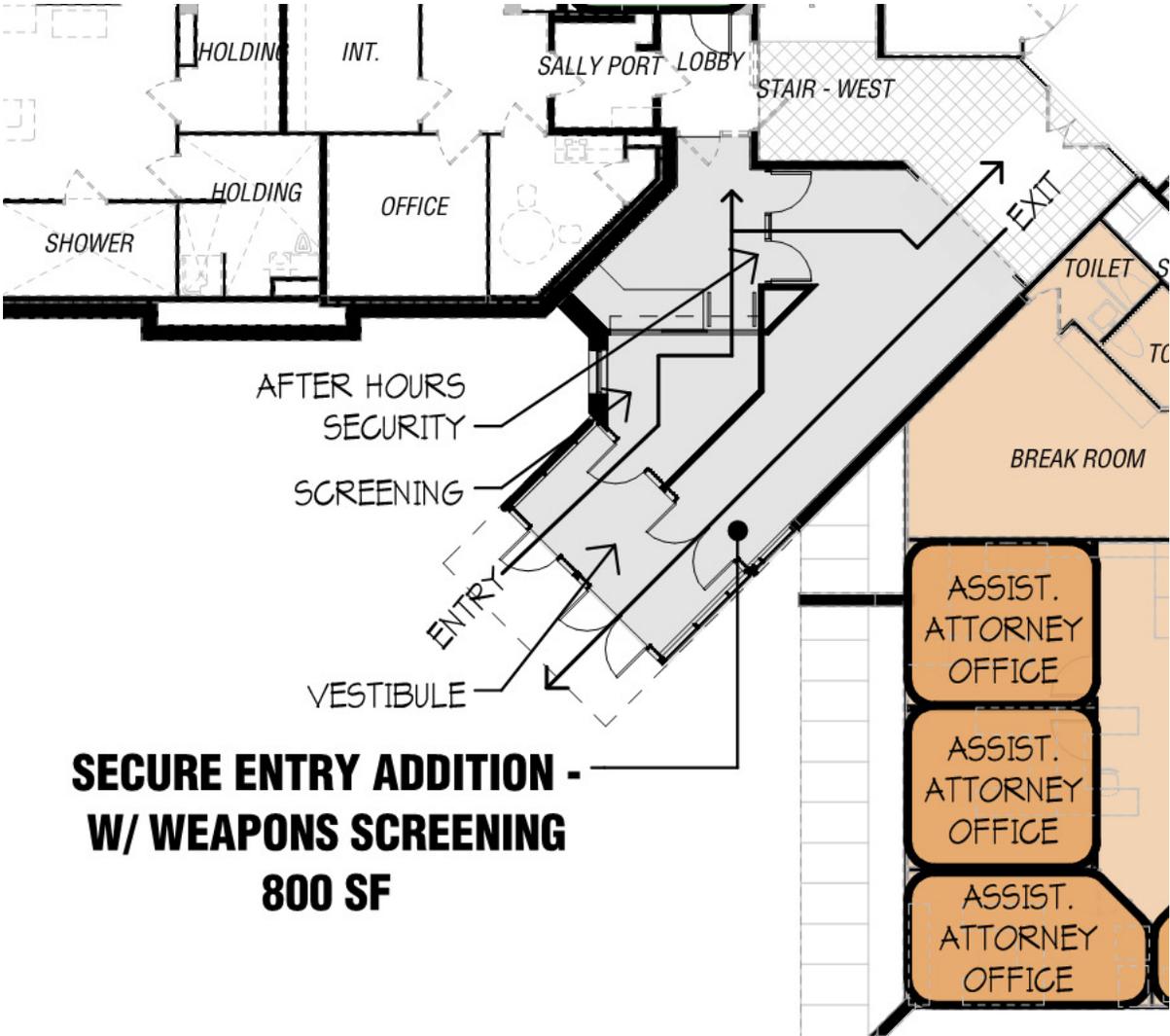


1 MAIN LEVEL
 3/64" = 1'-0"
 0 16' 32'



Courthouse / LEC

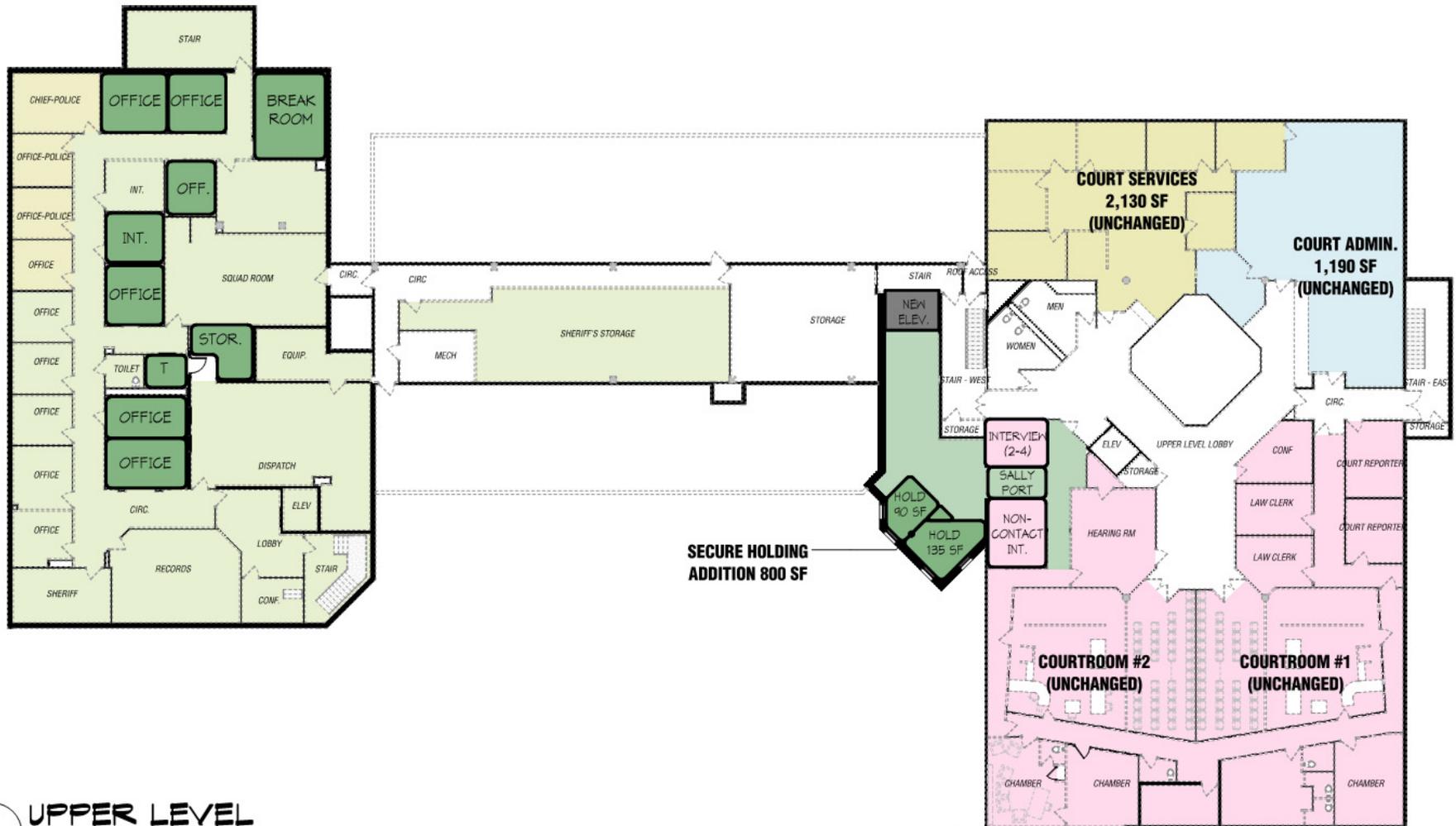
New Screening Entrance





Courthouse / LEC

Upper Level



1 UPPER LEVEL
3/64" = 1'-0"
0 16' 32'



Courthouse/LEC – Gov. Services

Budget Discussion

New GSB Building and Courthouse Renovation

14,770 sq. ft. Building x \$240/ sf to \$275/ sf \$3.5 m to \$4.0 m
(Options estimated include wood frame, steel
frame, masonry)

Project Cost Multiplier x 1.35
(Fees, Testing, FF&E, Technology & Contingency)
Total Project Cost **\$4.7 m to \$5.4 m**

Courthouse Renovation & Secure Entry \$2.5 m

Project Cost Multiplier x 1.35
(Fees, Testing, FF&E, Technology & Contingency)
Total Project Cost **\$3.4 m**

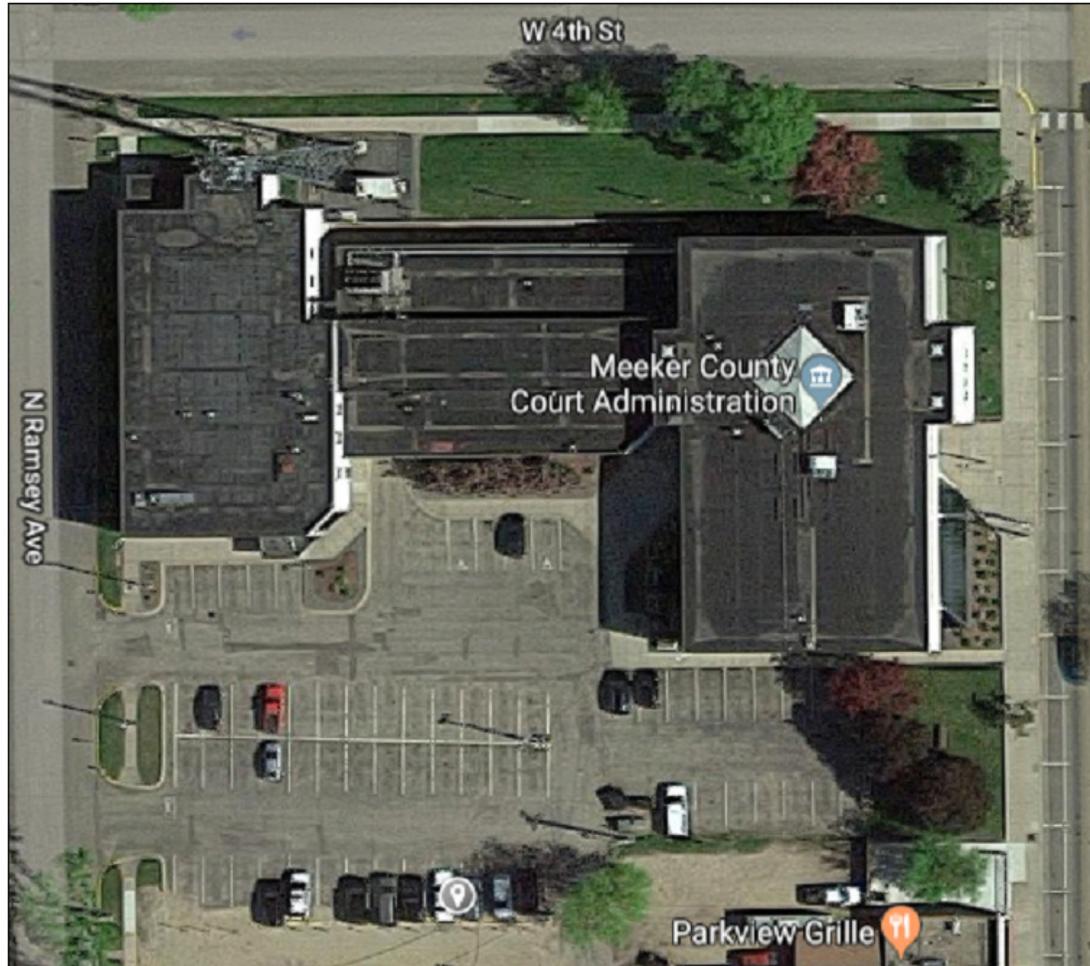
Total - \$8.1 m to \$9.4 m

*Note: Assumes 2020 construction dollars. Cost would need to be inflated by 4% - 5% per year.



Government Services Building

Addition to Existing





Government Services Building

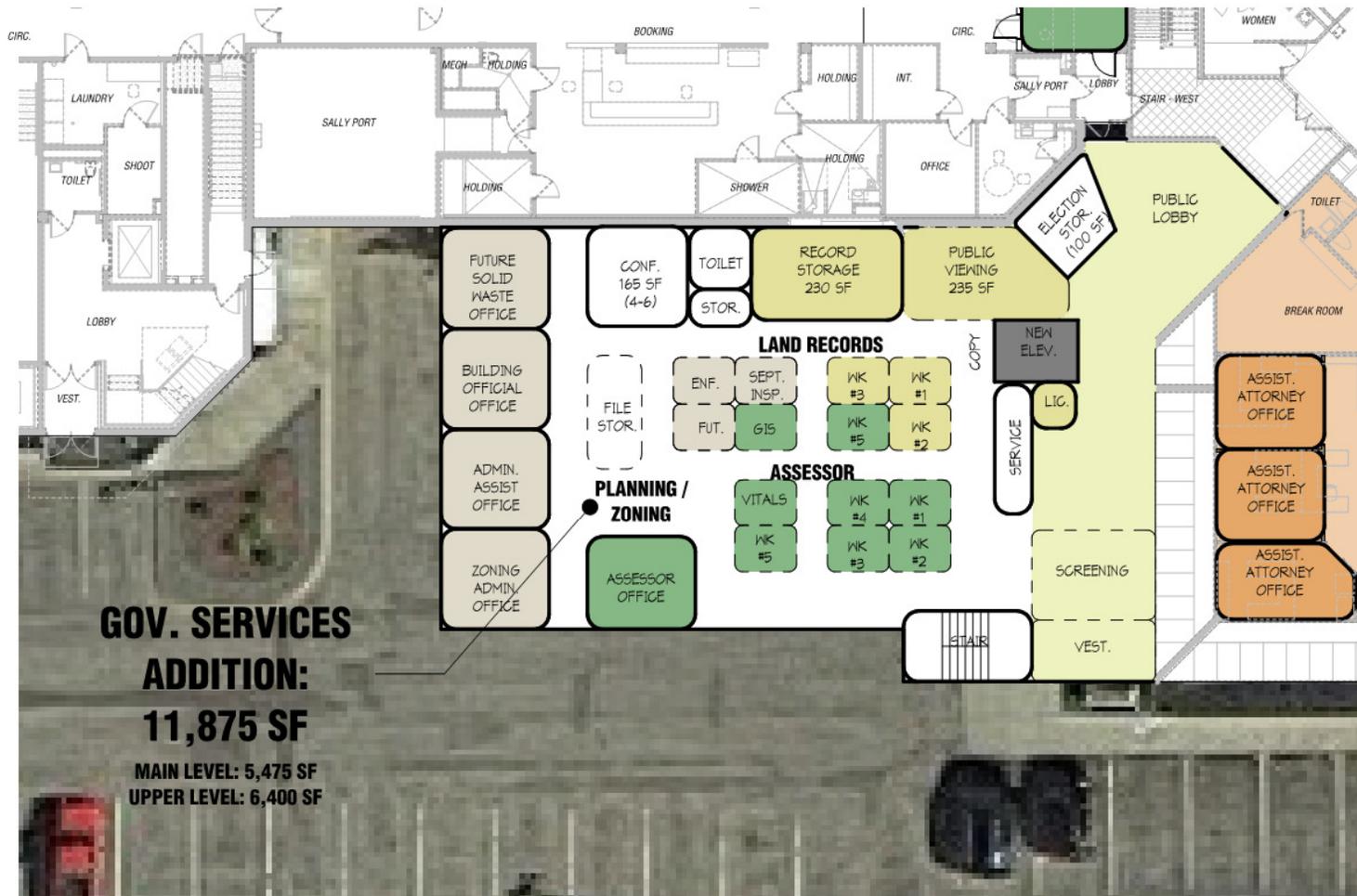
Alternative Solution





Government Services Building

Alternative Solution



1 MAIN LEVEL
1/16" = 1'-0"
0 12 24'



Government Services Building

Addition to Existing



**GOV. SERVICES
ADDITION:
11,875 SF**

**MAIN LEVEL: 5,475 SF
UPPER LEVEL: 6,400 SF**





Courthouse/LEC – Gov. Services Addition

Cost Estimate

Government Services Addition (11,875 sq. ft. x \$275/sf)	\$3,300,000
Courthouse/ LEC Renovation	\$2,500,000
Lower Level Board Room Renovation (1,200 sq. ft. x \$175/sf)	<u>\$210,000</u>
Total Construction Cost*	\$6 million
Project Cost Multiplier (Fees, Testing, FF&E, Technology & Contingency)	<u>x 1.35</u>
Total Project Cost	\$8.1 million

*Note: Assumes 2020 construction dollars. Cost would need to be inflated by 4% - 5% per year.



Family Services Building - Program

Program Summary

Departments:

	Existing:	Proposed:
1. Public Health	4,985 NSF	5,020 NSF
2. WIC*	1,064 NSF	Inc. NSF*
3. Social Services	10,079 NSF	15,580 NSF
4. Extensions/Parks/EDA	2,617 NSF	1,985 NSF
6. Veteran's Services	617 NSF	985 NSF
7. CMJTS	1,279 NSF	1,515 NSF
8. Safe Avenues**	775 NSF	775 NSF
8. New Beginnings	965 NSF	1,335 NSF
9. Woodland Services	5,207 NSF	6,550 NSF
10. Public Meeting Spaces	1,132 NSF	4,375 NSF
11. Shared Office Spaces	550 NSF	735 NSF
12. Lobby, Auditorium, Building Storage	24,045 NSF	24,045 NSF
13. Existing Band Building	<u>8,135 NSF</u>	<u>-- NSF</u>

Subtotal Building Area	61,450 NSF	62,900 NSF
Net to Gross Factor	<u>x 1.21</u>	<u>x 1.19</u>
Total Gross Square Feet	74,275 GSF	74,775 GSF***

* Included with Public Health

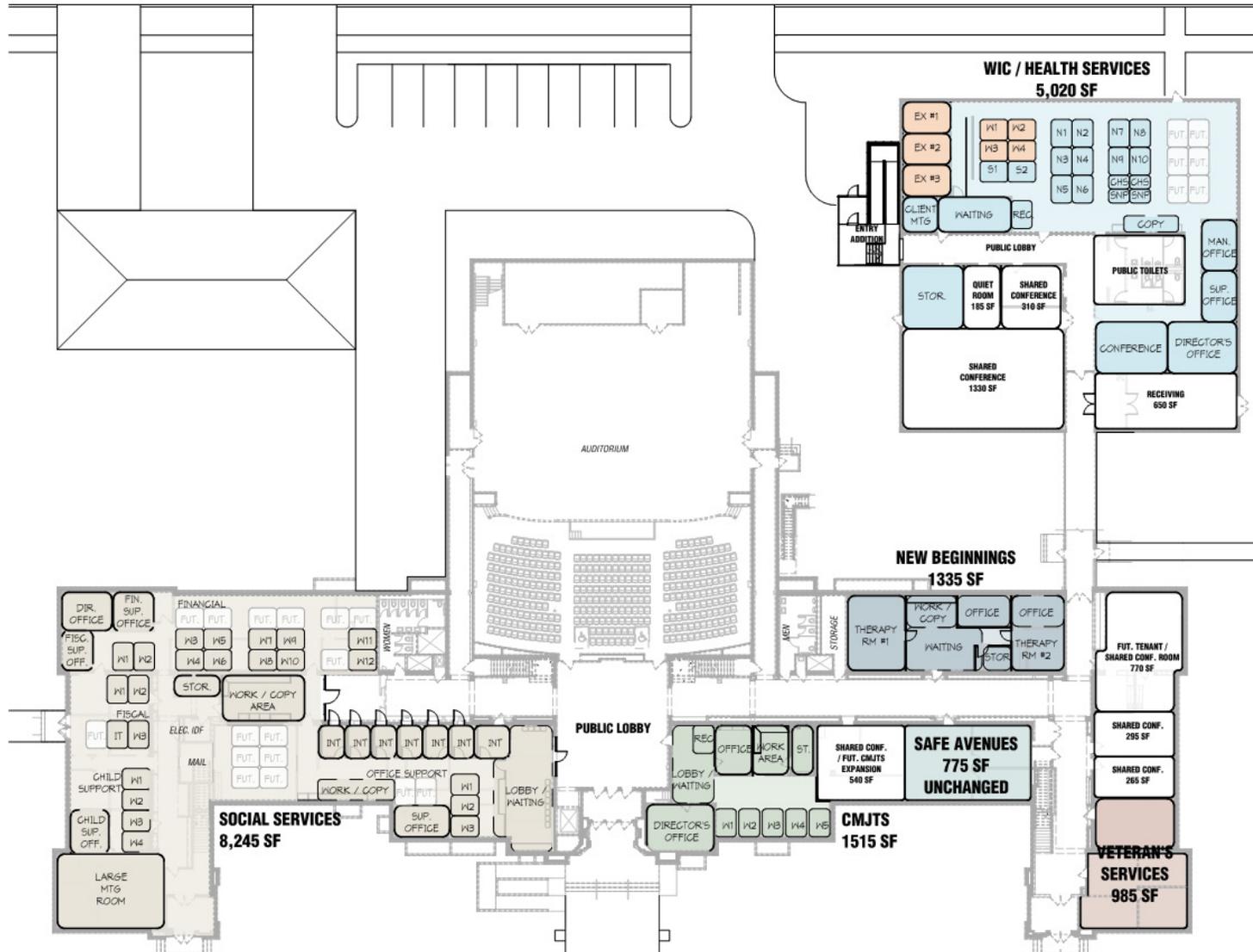
** Area unchanged

***Includes 1-story accessible entrance addition (500 SF)



Family Services Building

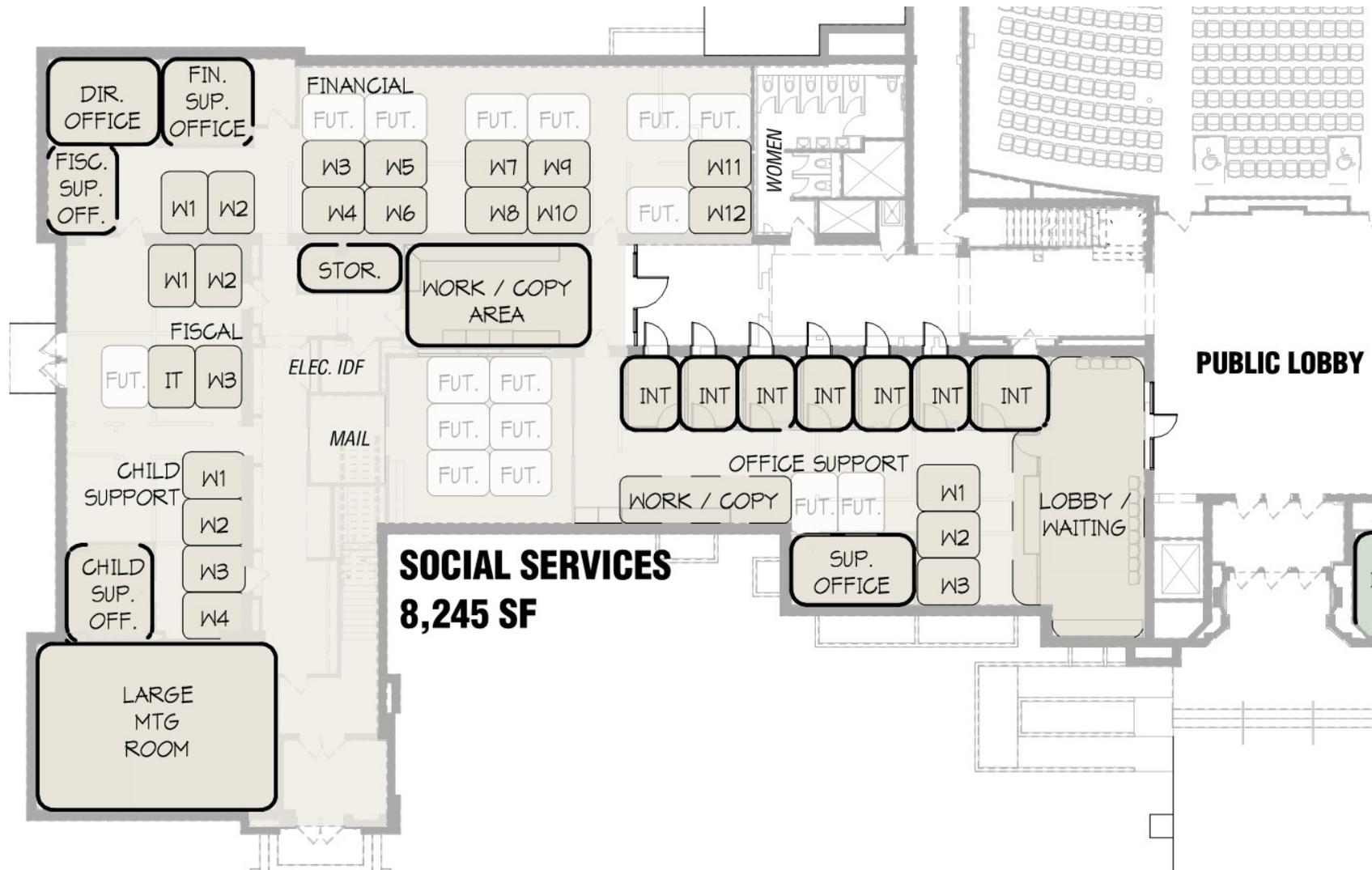
Main Level





Family Services Building

Main Level – Social Services Wing



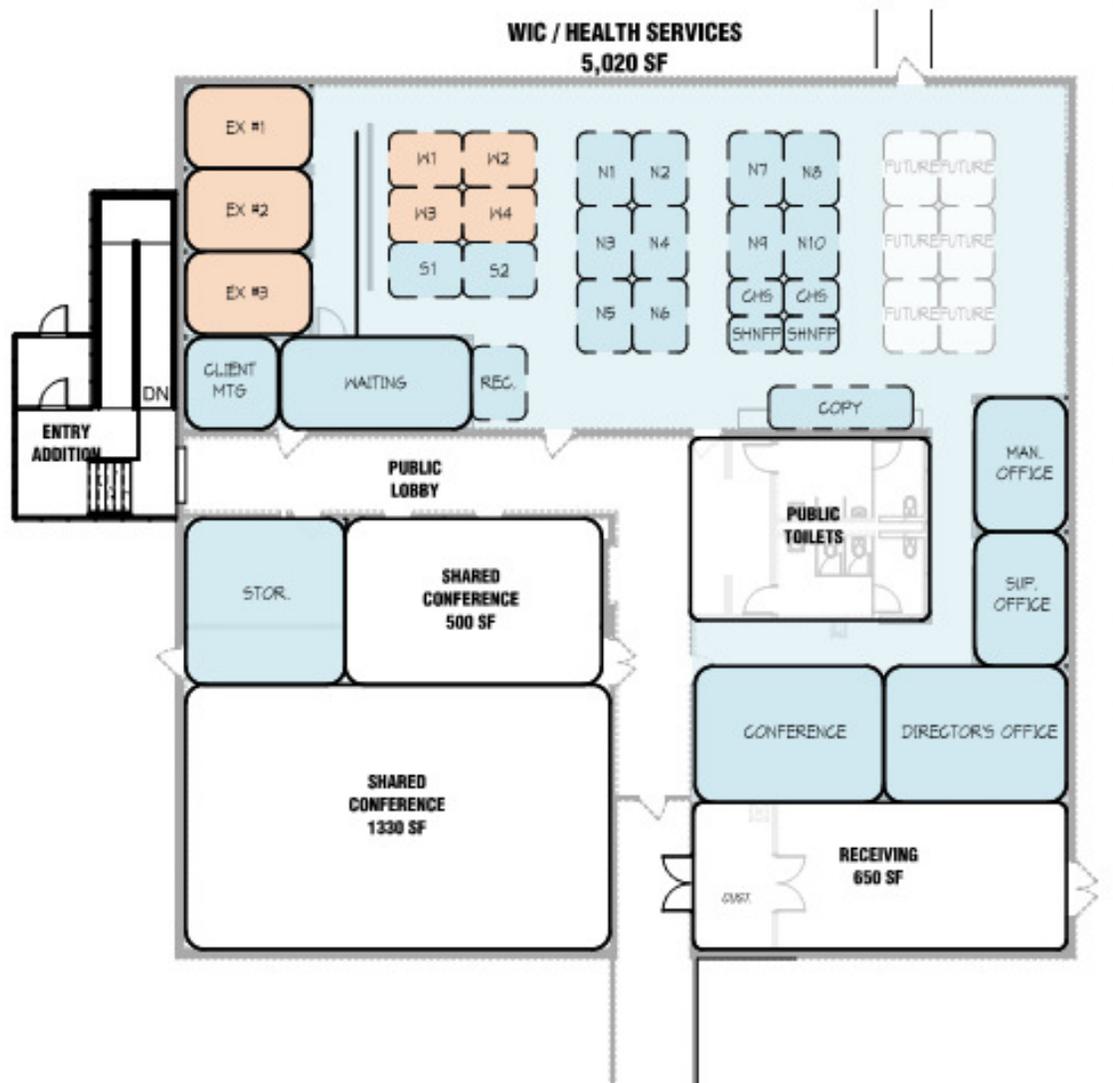
SOCIAL SERVICES
8,245 SF

PUBLIC LOBBY



Family Services Building

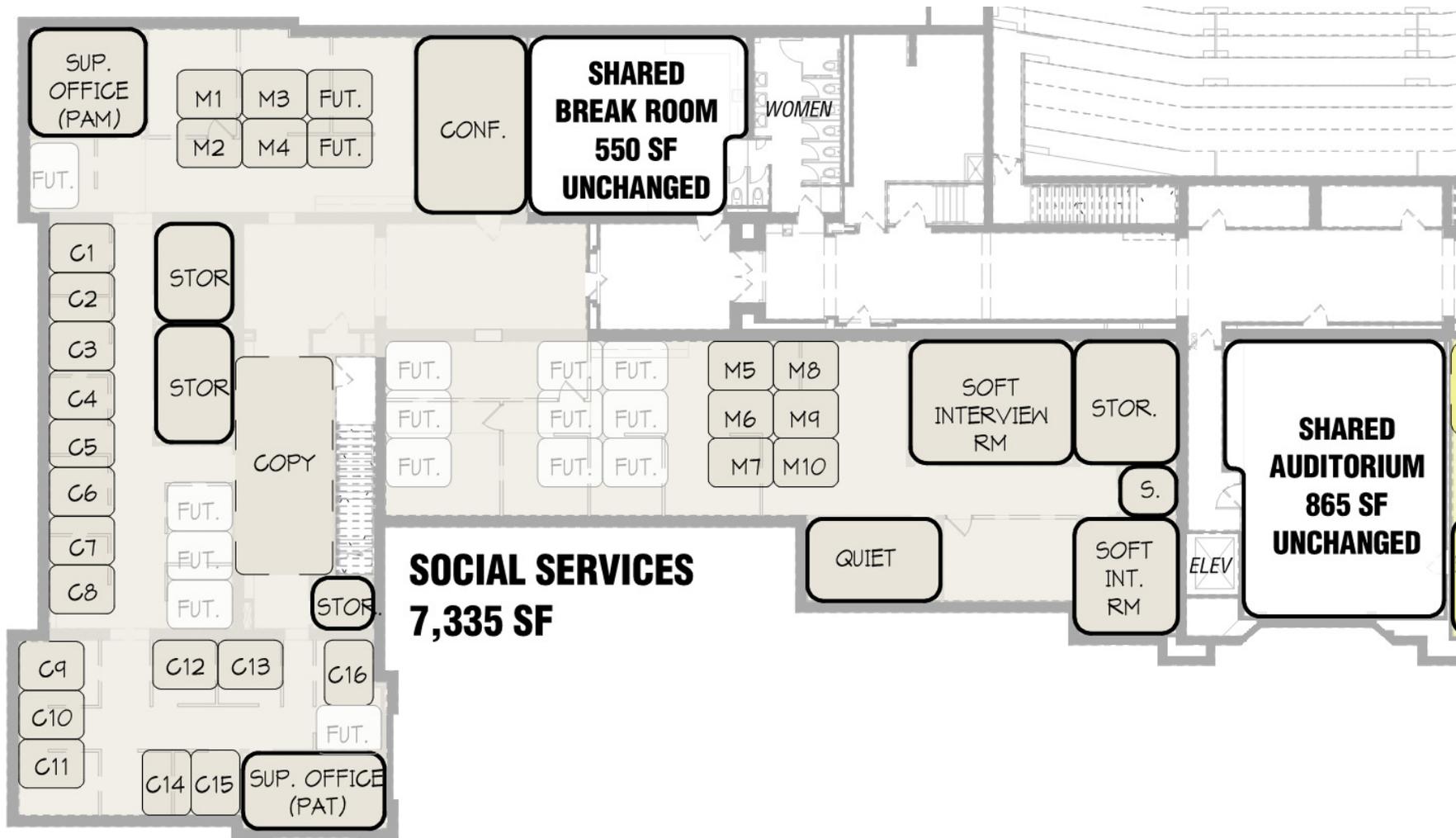
Main Level - Annex





Family Services Building

Upper Level – Social Services Wing





Family Services Building

Cost Estimate

Family Services Building Renovation

Social Services Renovation	\$1,700,000
Public Health Renovation (old band area)	<u>\$1,300,000</u>
Total Construction Cost	\$3,000,000
Project Cost Multiplier <small>(Fees, Testing, FF&E, Technology & Contingency)</small>	<u> x 1.35</u>
Total Project Cost	\$4,000,000

Other Renovation

New Beginnings	\$165,000
CMJTS (Workforce)	\$145,000
Extension	\$255,000
Woodlands	<u>\$275,000</u>
Total Construction Cost	\$840,000
Project Cost Multiplier <small>(Fees, Testing, FF&E & Contingency)</small>	<u> x 1.35</u>
Total Project Cost	\$1.1 million

*Note: Assumes 2020 construction dollars. Cost would need to be inflated by 4% - 5% per year.



Master Plan Implementation – Phase I

Thank You!

QUESTIONS?

Next Steps...



Meeker County Sheriff's Office

Brian Cruze, Sheriff ★ Dan Miller, Chief Deputy

February 11, 2019

Paul Virnig, County Administrator
Meeker County Courthouse
325 N Sibley Ave
Litchfield MN 55355

Re: Rebecca Howell status change

Dear Paul Virnig,

I am requesting Rebecca Howell's status be changed to full time Chief Deputy effective February 20, 2019. As Chief Deputy she should be placed on the 2019 Wage Schedule at Level D62, Step 8, \$41.73 per hour.

Respectfully,

A handwritten signature in black ink, appearing to read "Brian Cruze".

Brian Cruze
Meeker County Sheriff

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into between Meeker County ("County") and Law Enforcement Labor Services, Inc. Local #388 ("Union").

WHEREAS, the members of the Union are employed by the County Sheriff's Department; and

WHEREAS, the County and the Union are parties to a Collective Bargaining Agreement; and

WHEREAS, the calculation of seniority and the related benefits and advantages are governed by the Collective Bargaining Agreement; and

WHEREAS, the Sheriff intends to appoint a Patrol Sergeant to the position of Chief Deputy, a non-Union position with the approval of the County Board pursuant to Minn. Stat. § 387.145;

NOW THEREFORE, the County and the Union agree as follows:

1. A Patrol Sergeant who is appointed to the position of Chief Deputy ("Appointee") shall be granted a leave of absence from his/her Patrol Sergeant position for a period of four years. During this leave of absence, the Appointee shall not be considered a member of the Union.
2. At any time during this leave of absence, in the event that the Appointee is replaced as Chief Deputy, or in the event that the County discontinues the position of Chief Deputy, the Appointee shall be reinstated to the position of Patrol Sergeant and shall rejoin the Union. If the Appointee is discharged due to disciplinary action, which would result in termination for just cause, reappoint to sergeant would not apply and Appointee would be dismissed of duties.
3. In the event that the Appointee rejoins the Union as set forth herein, the County and the Union shall recognize the seniority in the Union classification that he/she had accrued prior to his/her appointment as Chief Deputy, pursuant to the terms of the Collective Bargaining Agreement.
4. The Appointee shall not accrue any additional seniority in his/her Union classification while serving in the position of Chief Deputy or any other non-Union position.
5. The terms of this Memorandum shall have no force or effect beyond four years from the appointment of the Patrol Sergeant to the position of Chief Deputy.

B M Stucco, Inc.

3715 25th Street NE
Sauk Rapids
Minnesota 56379

Jim Berg - Project Est./Manager
Mary Ann berg - Owner
bmstuccojim@yahoo.com

cell 320-420-6065
office 320-259-1862
fax 320-259-1771

Bid Fax Form

Project Name: *Meeker County Courthouse / Stucco Repair
Litchfield, MN*

Date of Quote: *August 20, 2018
(note all bids good for 30 days)*

Sections Bidding: *Exterior Insulation & Finish System*

*Labor & Material, taxes included
With manufactures detailed shop drawings only*

Qualifications: *No Sheltering or Heating
No Sealants or Flashing in Base Bid
Bid includes Water-Barrier behind ALL EIFS Only
Mech Fastened & Adhesively Applied first layer of 2" Bead Bd. Ins.
Appling 2nd of 2" Bead Board, with Basecoat Intermediate 6oz Fiberglass Mesh
and Acrylic Finish Coat.
* Additional EIFS at Removed Window Area **

Addendums Noted: *None*

Alternates: *Add for Sealants at perimeter of EIFS Areas
Add \$ 1,750.00*

Add for Removing Extg. Window. \$ 2,900.00

*Add for Installing Steel Stud Wall in replace of Window, Batt Insulation, Taped,
and Ready for Paint. \$ 3,100.00*

Base Bid Amount: *\$ 50,500.00*



THE GARLAND COMPANY, INC.

High Performance Roofing And Flooring Systems
3800 EAST 91ST. STREET • CLEVELAND, OHIO 44105-2197
PHONE: (216) 641-7500 • FAX: (216) 641-0633
NATIONWIDE: 1-800-321-9336

Thursday January 23rd, 2019

Attn: Mr. Paul Virnig & Mr. Joel Ramthun

Meeker County
325 North Sibley Avenue
Litchfield, MN 55355

We hereby propose to provide the material and labor to perform the work described below. The material detailed on the attached document is to be purchased directly by the owner via U.S. Communities contract. The labor is to be performed at the rate listed below:

Scope of Work

- **Courthouse Metal Wall Systems**
 - Design, Engineering, Misc. Materials, and Shop Drawings
 - Inspection and Monitoring of Installation.
 - Removal of Existing Window on South Side Wall of East Entrance Wall.
 - Install Wall w/ Steel Studs and Plywood.
 - Clean and Prime Wall.
 - Install Self-Adhering Ice and Water Shield.
 - Add 2" Mineral Wool Insulation Under Both Systems.
 - Install Vented Metal Hat Channel Attachment Bracket for Both Systems.
 - Install R-Mer Wall Panel System on South Wall.
 - Metal Color to be Selected from Standard Color Selection Chart.
 - Install Element Metal Wall Panel System on East Entrance Walls
 - Metal Color to be Selected from Standard Color Selection Chart.
 - Install 24 GA. Prefinished Metal Flashings Along Building as Needed.
 - **20-Year Finish Warranty & 10-Year Watertight Warranty.**

<u>U.S. Communities Material, Engineering, and Freight:</u>	\$65,204.00
<u>Labor & Misc. Materials:</u>	\$62,700.00

Grand Total: **\$127,904**

If you have any questions regarding this proposal or need our assistance on other matters, please contact me.



MASTERING
the **Elements**

METAL PANEL BID

THE GARLAND COMPANY
MINNESOTA AND WESTERN WISCONSIN

ATTN: BRIAN MURRELL

RE: MEEKER COUNTY – WALL CLADDING
APPROXIMATELY – 1,600 SQ FT & 850 SQ FT

WE PROPOSE TO FURNISH BOTH LABOR AND MISC MATERIALS TO COMPLETE THE SCOPE OF WORK AS DESCRIBED IN THE FOLLOWING BID SECTIONS:

SCOPE OF METAL PANEL WORK AT MAIN ENTRANCE – 3 SIDES- APPROX 1,600 SQ FT:

- PREP EXISTING CONCRETE WALL AS NEEDED TO INSTALL WEATHER BARRIER
 - INCLUDES REMOVAL AND FRAMING IN EXISTING WINDOW OPENING
- INSTALL ICE & WATER SHIELD OVER THE WALL SURFACE
- INSTALL 2" MINERAL WOOL INSULATION SHEETS AND SECURE TO THE WALL AS NEEDED
- INSTALL VENTED METAL HAT CHANNELS
- INSTALL 30" X 72" .080 ALUMINUM ELEMENT WALL PANELS FLUSH METAL WALL PANELS WITH CONCEALED FASTENING SYSTEM
 - COLOR TO BE SELECTED BY OWNER FROM STANDARD COLOR SELECTION CHART
- FABRICATE AND INSTALL .080 ALUMINUM TRIM ALONG THE BUILDING AS NEEDED

SCOPE OF METAL WORK AT SOUTH WALL – APPROX. 850 SQ FT

- PREP EXISTING CONCRETE WALL AS NEEDED TO INSTALL WEATHER BARRIER
- INSTALL ICE & WATER SHIELD OVER THE WALL SURFACE
- INSTALL 2" MINERAL WOOL INSULATION SHEETS AND SECURE TO THE WALL AS NEEDED
- INSTALL METAL HAT CHANNELS AT 3' ON CENTER AS REQUIRED
- INSTALL 12" WIDE 22 GA METAL R-MER METAL WALL PANELS WITH CONCEALED CLIPS
- FABRICATE AND INSTALL 24 GA. PREFINISHED METAL FLASHING ALONG THE BUILDING AS NEEDED

TO COMPLETE THE **LABOR AND MISC MATERIALS** WE PROPOSE THE SUM OF: \$ **62,700.00**

PROPOSAL INCLUDES: SCOPE OF WORK FOR AREAS AS SHOWN ON DRAWINGS, MISC MATERIALS, AND EQUIPMENT NEEDED TO COMPLETE THE SCOPE OF WORK

PROPOSAL EXCLUDES: ALL MATERIAL, FREIGHT, AND SHOP DRAWINGS TO BE SUPPLIED BY OWNER. ATTACHED IS A LIST OF REQUIRED MATERIALS TO COMPLETE THE PROJECT

FOR ANY QUESTIONS REGARDING THIS PROPOSAL PLEASE FEEL FREE TO CONTACT ME AT 320-251-8640.

SUBMITTED BY: CORY HANSON MCDOWALL COMPANY 1/22/2019
CORY HANSON COMPANY NAME DATE

THIS PROPOSAL IS VALID FOR 30 DAYS.



Roofing



Heating



Air Conditioning



Energy Management



P.O. Box 606 • Waite Park, MN 56387 • Phone: 320-251-8640 • Fax: 320-251-9317 • www.mcdowallco.com

Equal Opportunity Employer/Contractor



MEEKER COUNTY ADMINISTRATOR

325 Sibley Avenue North
Litchfield, MN 55355-2155
Phone: (320) 693-5200 Fax: (320) 693-5287
e-mail address: paul.virnig@co.meeker.mn.us

PAUL J. VIRNIG
County Administrator

CORI L. HEACOCK
Administrative Coordinator

MIKKELL JOHNSON
Human Resources Coordinator

PATTY HERZBERG
PT Administrative Assistant

AGENDA

DATE: February 19, 2019
TO: Attendees of County Board/Township Board Meeting
FROM: Paul Virnig
RE: Meeting Agenda

Welcome to the Meeker County Board/Township Board meeting. In an effort to address issues in an orderly fashion, the following agenda will be observed:

- Welcome and Open With Pledge of Allegiance
- Introduction of Township Officers
- Introduction of County Commissioners
- Matt Johnson, Mid-MN Rural Development Commission
 - Meeker County Trails Plan
- Tim Mergen
 - County-Wide Broadband Initiative Update
- Barb Loch, County Auditor
 - Elections
 - Gravel Tax
- Lee Schroeder, County Assessor
 - 2019 Values
 - Boards of Review Procedures
- Phillip Schmalz, Public Works Director
 - Dead End Turnarounds
 - Gravel Shoulder Maintenance
 - 2019 Projects

The commissioners and department heads will be happy to address any other issues you may have regarding your township and its association with Meeker County.

PJV:ch

MEEKER COUNTY 2019 MONTHLY FUND CASH BALANCES

<u>FUND</u>	<u>JAN</u>	<u>FEB</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>AVERAGE MONTH</u>
REVENUE	\$8,128,625												\$8,128,625
FAMILY SERVICES CTR.	\$655,429												\$655,429
PUBLIC HEALTH	\$656,993												\$656,993
PARKS	\$271,886												\$271,886
ROAD & BRIDGE	\$2,976,416												\$2,976,416
SOCIAL SERVICES	\$5,861,523												\$5,861,523
TRANSFER STATION	\$718,847												\$65,350
TOTAL FUNDS	\$19,269,719	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,616,222

MEEKER COUNTY 2018 MONTHLY FUND CASH BALANCES

<u>FUND</u>	<u>JAN</u>	<u>FEB</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>AVERAGE MONTH</u>
REVENUE	\$7,860,121	\$7,414,560	\$6,701,392	\$6,027,395	\$4,793,676	\$8,723,273	\$7,925,413	\$7,567,690	\$7,038,882	\$8,731,074	\$9,131,594	\$9,121,483	\$7,586,379
FAMILY SERVICES CTR.	\$422,994	\$522,588	\$497,515	\$473,850	\$450,203	\$500,290	\$605,334	\$595,974	\$569,910	\$583,638	\$579,566	\$559,838	\$530,142
PUBLIC HEALTH	\$373,688	\$263,218	\$258,107	\$147,271	\$778,492	\$696,906	\$563,956	\$601,164	\$581,826	\$522,840	\$519,680	\$433,328	\$478,373
PARKS	\$180,012	\$161,506	\$154,442	\$140,660	\$349,281	\$338,122	\$301,037	\$282,839	\$240,387	\$223,872	\$204,378	\$190,343	\$230,573
ROAD & BRIDGE	\$4,234,772	\$3,485,679	\$3,177,827	\$2,927,919	\$4,262,158	\$4,841,099	\$5,099,242	\$4,318,733	\$4,870,057	\$4,974,050	\$3,613,133	\$3,356,267	\$4,096,745
SOCIAL SERVICES	\$6,185,468	\$5,398,535	\$5,090,764	\$4,639,868	\$4,672,319	\$6,134,645	\$6,319,245	\$6,030,250	\$5,732,279	\$6,091,022	\$6,589,910	\$6,400,692	\$5,773,750
TRANSFER STATION	\$911,740	\$875,724	\$871,379	\$865,759	\$904,531	\$851,308	\$847,716	\$862,337	\$882,047	\$684,074	\$682,667	\$725,378	\$830,388
TOTAL FUNDS	\$20,168,795	\$18,121,810	\$16,751,426	\$15,222,722	\$16,210,660	\$22,085,643	\$21,661,943	\$20,258,987	\$19,915,388	\$21,810,570	\$21,320,928	\$20,787,329	\$19,526,350

MEEKER COUNTY 2017 MONTHLY FUND CASH BALANCES

<u>FUND</u>	<u>JAN</u>	<u>FEB</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>AVERAGE MONTH</u>
REVENUE	\$7,238,145	\$6,024,130	\$5,277,700	\$4,697,794	\$4,135,848	\$7,850,815	\$7,351,944	\$6,727,754	\$6,280,014	\$7,690,019	\$8,543,621	\$8,657,319	\$6,706,259
FAMILY SERVICES CTR.	\$367,468	\$460,464	\$423,602	\$402,071	\$379,582	\$421,838	\$403,627	\$401,617	\$377,042	\$383,572	\$377,079	\$472,600	\$405,880
PUBLIC HEALTH	\$503,304	\$761,629	\$744,388	\$651,038	\$543,904	\$514,501	\$723,703	\$723,245	\$683,977	\$580,393	\$515,649	\$484,865	\$619,216
PARKS	\$186,956	\$281,333	\$253,956	\$239,753	\$228,983	\$198,674	\$281,980	\$281,674	\$266,626	\$226,590	\$205,795	\$192,022	\$237,029
ROAD & BRIDGE	\$4,240,267	\$4,798,748	\$4,596,085	\$4,300,221	\$4,088,334	\$5,213,532	\$5,138,686	\$3,312,116	\$3,300,679	\$3,725,313	\$3,541,729	\$3,347,820	\$4,133,628
SOCIAL SERVICES	\$5,122,808	\$5,030,007	\$4,774,868	\$4,541,485	\$4,449,131	\$5,918,776	\$5,875,331	\$6,005,941	\$5,710,242	\$6,168,861	\$6,670,422	\$6,557,154	\$5,568,752
TRANSFER STATION	\$728,303	\$737,338	\$749,087	\$750,853	\$775,449	\$795,720	\$823,629	\$840,950	\$865,832	\$868,025	\$905,034	\$912,868	\$812,757
TOTAL FUNDS	\$18,387,251	\$18,093,649	\$16,819,686	\$15,583,215	\$14,601,231	\$20,913,856	\$20,598,900	\$18,293,297	\$17,484,412	\$19,642,773	\$20,759,329	\$20,624,648	\$18,483,521

MEEKER COUNTY 2016 MONTHLY FUND CASH BALANCES

<u>FUND</u>	<u>JAN</u>	<u>FEB</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>AVERAGE MONTH</u>
REVENUE	\$6,565,602	\$6,013,528	\$4,906,347	\$4,379,609	\$3,914,291	\$7,421,073	\$7,003,905	\$6,435,478	\$5,961,514	\$7,473,885	\$7,803,794	\$7,981,603	\$6,321,719
FAMILY SERVICES CTR.	\$295,675	\$278,129	\$253,128	\$342,063	\$322,712	\$353,481	\$447,716	\$442,154	\$414,432	\$420,133	\$409,887	\$387,273	\$363,899
PUBLIC HEALTH	\$840,573	\$834,055	\$805,200	\$719,707	\$622,662	\$581,059	\$545,517	\$512,937	\$496,840	\$417,708	\$574,665	\$617,850	\$630,731
PARKS	\$269,830	\$259,938	\$222,206	\$222,961	\$192,654	\$167,634	\$176,256	\$166,931	\$157,686	\$138,112	\$213,781	\$204,008	\$199,333
ROAD & BRIDGE	\$2,426,380	\$2,998,046	\$2,817,764	\$2,538,180	\$3,680,367	\$5,526,067	\$5,701,558	\$5,544,458	\$5,025,305	\$4,823,101	\$4,825,832	\$4,537,968	\$4,203,752
SOCIAL SERVICES	\$4,485,300	\$4,305,695	\$4,088,255	\$3,716,258	\$3,571,011	\$5,102,638	\$5,257,020	\$5,334,480	\$5,025,933	\$5,514,641	\$6,126,842	\$5,621,288	\$4,845,780
TRANSFER STATION	\$682,753	\$678,616	\$666,597	\$666,207	\$704,757	\$716,795	\$731,025	\$730,229	\$741,469	\$712,530	\$757,977	\$751,029	\$711,665
TOTAL FUNDS	\$15,566,113	\$15,368,007	\$13,759,497	\$12,584,985	\$13,008,454	\$19,868,747	\$19,862,997	\$19,166,667	\$17,823,179	\$19,500,110	\$20,712,778	\$20,101,019	\$17,276,879



Nelsan - Horton Post No. 104

THE AMERICAN LEGION
Seventh District
Department of Minnesota

RECEIVED

FEB 12 2019

MEEKER CO. ADMINISTRATOR

LITCHFIELD, MINNESOTA 55355

February 6, 2019

**TO: Participating Meeker County Offices: Auditor, Assessor, Treasurer, and Sheriff
Recorder, Court, Highway & Court Services (Probation)**

FROM: Americanism Committee
Nelsan-Horton American Legion Post #104
222 North Sibley Ave
Litchfield MN 55355
(320) 693-2350

**SUBJECT: 35th Annual Boys & Girls County
Tuesday, March 5th, 2019**

The American Legion Posts of Meeker County will host the 35th Annual Boy's and Girl's County Program in Litchfield on Tuesday, March 5th, 2019.

This program is designed to be an educational experience for students whose curriculum includes studying county government. Schools invited to participate are the Atwater/Grove City/Cosmos, Eden Valley/Watkins and Litchfield schools. The students will spend part of the day at the Meeker County Court House in Litchfield observing and touring the complex. Each schools student body will elect representatives to the participating county offices. The participating students will arrive at Post 104 for orientation and then they will go to the Meeker County Court House around 9:00 A.M. The students will also tour the Law Enforcement Center, the GAR Hall & Museum and the Meeker County Social Services complex.

A luncheon will be served at 11:45AM the Litchfield American Legion Post #104 Post Home with the five elected County Commissioners in attendance. We invite you to join us for this noon meal. (If you are unable to attend please send a representative from your office.)

After lunch the students will return to the Meeker County Court House to finalize their tour. The students will be dismissed at 1:00 PM to be transported back to their respective schools.

We would like to thank you in advance for your cooperation in this successful program. We are proud to say that this is our 35th Boys & Girls County. We always appreciate any comments or recommendations that you may have to improve the program. Thank you.

Respectfully yours,

Marland Meyer
Chairman
(320) 693-2914
(320) 693-2350 (Post #104)