

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

October 25, 2011

STATE OF MINNESOTA)  
  ) ss  
COUNTY OF STEELE        )

The Steele County Board of Commissioners met in Special Session at 7:00 p.m. on October 25, 2011 with Commissioners Shea, Kubicek, Schultz, Johnson and Ebeling present. Also present were County Engineer Anita Benson, County Treasurer Steve Rohlik, County Sheriff Lon Thiele, Human Resource Director Patti Krueger, Environmental Services Director Scott Goldberg, Landfill Supervisor Bruce Holland, Emergency Management Director Mike Johnson, County Administrator Riaz Aziz and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

Motion by Commissioner Kubicek, seconded by Commissioner Schultz to approve the agenda. Ayes all.

Motion by Commissioner Shea, seconded by Commissioner Johnson to approve the minutes of October 11, 2011. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Kubicek to approve the Grant- in- Aid Agreement with Minnesota Department of Natural Resource for Steele County Trails in the amount of \$60,489. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Kubicek to approve the Construction Manager Contract with Amcon Construction Management Services. Ayes all.

Commissioner Shea offered a Resolution, seconded by Commissioner Johnson to approve the Final Payment for the 2011 Stripping Contract in the amount of \$13,554.21 to Traffic Marking Services, Inc.

**Whereas:** Contract No. 11101 has in all things been completed, and the said County Board being fully advised in the premises, now than be it resolved; that we do hereby accept said completed project for and on behalf of the Steele County Highway Department and authorize final payment as specified herein.

Upon the vote being taken, five Commissioners voted in favor thereof, none absent not voting. A copy of the Resolution is on file in the Auditor’s office.

Motion by Commissioner Kubicek, seconded by Commissioner Schultz to approve the quote for the 800MHz back-up battery system at Tower #9, to HM Cragg in the amount of \$21,661. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Schultz to Table the South Country Health Alliance Resolution to the October 31<sup>st</sup>, 2011 Special Board meeting. Ayes all.

Motion by Commissioner Shea, seconded by Commissioner Johnson to hold a special Board meeting on October 31, 2011 at 1:15 p.m. Ayes all.

Commissioner Shea offered a Resolution, seconded by Commissioner Johnson for reimbursement to the Highway Department Shop/Maintenance facility. Upon the vote being taken, five Commissioners voted in favor thereof, none absent not voting. The copy of the Resolution is on file in the Auditor’s Office.

Commissioner Schultz offer a Resolution, seconded by Commissioner Kubicek to authorize Job Opportunity Building Zone Boundary Modifications for Chart Industries, Inc. Upon the vote being taken, five Commissioners voted in favor thereof, none absent not voting. A copy of the Resolution is on file in the Auditor’s office.

Motion by Commissioner Johnson, seconded by Commissioner Kubicek to approve the Fair board request for additional campground sites at the Fairgrounds at the designated location along diamond number four. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Shea to approve of a Request For Proposal for Court appointed Attorney. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Shea to approve of the Union contract with the LELS-Sargeants with a 1% increase effective October 1<sup>st</sup>, 2011 thru December 31<sup>st</sup>, 2011, and a 1% cost of living for 2012. Ayes all.

Motion by Commission Shea, seconded by Commissioner Johnson to approve of the Union contract with AFSCME, which includes the Courthouse, Highway and Social Services units, with a 1% cost of living increase effective October 1<sup>st</sup>, 2011 thru December 31<sup>st</sup>, 2011, and a 1% cost of living increase for 2012 and to adjust the reimbursement of mileage in excess 750 miles and to develop a policy relating to PTO by 7/1/12. Ayes all.

Chairman then opened the Public Hearing for the Water Plan Amendment at 7:15 p.m. Scott Goldberg gave an overview of the amendments to the water plan. The hearing was then open for anyone with questions.

Motion by Commission Johnson, seconded by Commissioner Shea to close the Public meeting at 7:28 pm. Ayes all.

Motion Commissioner Shea, seconded by Commissioner Schultz to approve the grievance letter proposing delaying step 3. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Kubicek to approve of the letter to the State Auditor recommending the release request for years ending December 31, 2012 thru 2014. Ayes all.

Motion by Commissioner Shea, seconded by Commissioner Johnson to approve of the out of state travel request for Assistant Engineer Stefan Gantert to the American Concrete Pavement Association in Indian Wells, California from November 29<sup>th</sup> thru Dec 2<sup>nd</sup>, 2011. Ayes all.

Motion by Commissioner Shea, seconded by Commissioner Johnson to approve of the following Ditch Levies: JD 1- 3% for 1 year; JD 5- 6.5% + interest for 1 year; JD 6-7%+ interest for 1 year; JD 10-15% + interest for 1 year; JD 12-12% + interest for 1 year; JD 24-2.5% + interest for 1 year ;CD 1 ,Church Branch- 20% + interest for 1 year; CD 2- 3% for 1 year; CD 21- 21% for 1 year; CD 22- 10% for 1 year; CD 23- 20% + interest for 1 year; CD 24-5% for 1 year; CD 25-18% + interest for 1 year; CD27- 20% for 1 year; PTD 8- 20% + interest for 1 year; PTD 9- 18% + interest for 1 year. Ayes all.

Motion by Commissioner Shea, seconded Commissioner Johnson to approve of the ditch levy for JD #2. Upon the vote being taken, four Commissioners voted in favor thereof, Commissioner Kubicek abstaining.

Motion by Commissioner Johnson, seconded by Commissioner Kubicek to approve of the ditch levy for Public Tile Ditch #7. Upon the vote being taken, four Commissioners voted in favor thereof, Commissioners Shea abstaining.

Motion by Commissioner Schultz, seconded by Commissioner Johnson to approve the following personnel actions.

New Hires/Transfer: Joleen Koenig-Transfer to Records office-10/24/2011, Chris Gannon adjust wage to equivalent to ½ time-9/27/2011, June Liverseed- job reclassification OSA IV, Grade 16 to Administrative Assistant Grade 17-9/26/2011, Nicholas Donahue- Patrol Deputy, Step 3- 10/26/2011, Kari Kalow-Patrol Deputy, Step 2 -10/27/2011, Scott Kochendorfer- Patrol Deputy, Step 1- 10/28/2011, Hannah Roberg-Assistant County Attorney-11/14/2011. Resignation: of Sarah McCaulley from PHN effective 10/13/2011, LoAnn

Shepard from HS effective 01/05/2012, Anniversaries: Rene Gilormini, Veterans Service Officer on 10/24/2011. Open Positions-Pending Board Approval: Public Health Nurse- 32 hours- Public Health, Eligibility Worker-FT – Human Services

Motion by Commission Johnson, seconded by Commissioner Kubicek to authorize posting the updated job description for the County Administrator position. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Schultz to approve consulting with the County Attorney to determine the Bixby Sewer District legal authority and responsibilities for obtaining the ten remaining easements. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Johnson to authorize the installation of a snow fence by Ed Lee on the property obtained for the Bixby Sewer District. Ayes all.

Motion Commissioner Johnson, seconded by Commissioner Shea to authorize the purchase of the New Holland L225 skid loader for \$22,000. with the trade-in of the used Bobcat. Ayes all.

Commission Shea offered a Resolution, seconded by Commissioner Kubicek to recognize the contribution of a private citizen:

**WHEREAS** Minnesota Statute 115a.552 states that Counties shall ensure that all residents, including single and multifamily dwellings have an opportunity to recycle; and  
**WHEREAS** Steele County understands that recycling conserves natural resources, saves energy, conserves valuable landfill space and provides good paying U.S. jobs; and  
**WHEREAS** Steele County recognizes the importance of providing convenient and visible locations for residents to drop off recyclable materials; and  
**WHEREAS** Steele County constantly works to keep costs of all county government programs at efficient and economical levels; and  
**WHEREAS** George Harty allowed his private property to be used as Meriden Township's Rural Recycling Drop Off Site for approximately eight months in 2010-11 at no charge to Steele County until a new location could be established on township property;  
**NOW THEREFORE, BE IT RESOLVED** that Steele County sincerely and gratefully thanks George Harty for his willingness to provide his property as a drop off site for use by Meriden Township residents at no expense to Steel County taxpayers.

Upon the vote being taken, five Commissioners voted in favor thereof, none absent not voting. Copy of the Resolution is on file in the Auditor's office.

Commissioner Johnson offered a Resolution, seconded by Commissioner Schultz to recognize the contribution of a private citizen:

**WHEREAS** Minnesota Statute 115a.552 states that Counties shall ensure that all residents, including single and multifamily dwellings have an opportunity to recycle; and  
**WHEREAS** Steele County understands that recycling conserves natural resources, saves energy, conserves valuable landfill space and provides good paying U.S. jobs; and  
**WHEREAS** Steele County recognizes the importance of providing convenient and visible locations for residents to drop off recyclable materials; and  
**WHEREAS** Steele County constantly works to keep costs of all county government programs at efficient and economical levels; and  
**WHEREAS** Allen Vandal and employees of Vandal's Super Valu have provided physical space for Blooming Prairie's Recycling Drop Off Site on private property since 1995 at no cost to Steele County;  
**NOW THEREFORE, BE IT RESOLVED** that Steele County sincerely and gratefully thanks Allen Vandal and all employees of Vandal's Super Valu for their willingness to offer their property as a drop off site for use by residents in and near Blooming Prairie at no expense to Steel County taxpayers.

Upon the vote being taken, five Commissioners voted in favor thereof, none absent not voting. Copy of the Resolution is on file in the Auditor's office.

Motion by Commissioner Shea, seconded by Commissioner Kubicek to authorize Environmental staff to prepare a draft Request for Proposal process and to prepare a new contract for Waste Management and to bring back to the County Board approval prior to submittal. Ayes all.

Motion by Commissioner Schultz, second by Commissioner Shea to approve the purchase of two Ford Explorers at a cost of 25,745 each including a tow package, with the trade in of a Dodge Pickup and Ford Expedition. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Shea to approve of the Security Entrance Control and Monitoring at the LEC building. Ayes all.

Motion by Commissioner Shea, seconded by Commissioner Kubicek to approve having the Tier III Hockey for the 2012-2013 season from the Minnesota Junior Hockey League. Ayes all.

Motion by Commission Schultz seconded by Commissioner Johnson to approve a three year equipment lease from Zix Corp for email encryption service for a lease price of \$4,375. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Schultz to approve the transfer of a former Extension office to the Public Health Nurse. Ayes all.

Motion by Commissioner Shea, seconded by Commissioner Schultz to approve the following listing of bills and Human Service bills in the amount of \$197,498.42. Ayes all.

#### LISTING OF BILLS

A' Viands LLC	7,517.74
Adjusters International Inc	4,383.25
Bureau of Criminal Apprehension	8,280.00
Businessware Solutions Corp	2,788.44
CATCO	4,799.62
Cavalier Coaches Inc	38,085.81
Cedar Lake Electric Inc.	62,833.00
Central Valley Cooperative	6,034.09
Computer Professionals Unlimit	4,146.75
Custom Communications Inc	2,642.27
David Spinler Construction Inc	9,512.38
Four Season Centre	5,919.00
Infrastructure Technologies	2,520.00
L & L Street Rids & Sport Truck	2,323.05
MCF-Red Wing	3,900.00
Medford Public Schools	15,000.00
Metro Sales Inc	5,447.98
Minnesota Elevator, Inc.	32,508.50
MN Regional Medical Examiners	3,655.24
Kellyanna Moore MD	6,000.00
Motorola Solutions Inc	77,578.50
NEC Financial Services	4,269.61
Northland Securities Inc	2,325.00
Owatonna Police Department	8,295.43
Owatonna Public Utilities	31,535.65
S & T Office Products, Inc.	2,247.11
Sheriffs Youth Programs	2,770.50
Steele County Revenue	10,195.35
Steele County Treasurer-PCP	7,777.71
Trane U.S. Inc	2,111.28
Turnkey Corrections	4,102.51
Waste Management of -WI-MN	30,065.18
146 Warrants under 2,000.00	52,095.06
<b>TOTAL</b>	<b>\$463,666.01</b>

Motion by Commissioner Johnson, seconded by Commissioner Shea to adjourn to the Call of the Chair at 8:12 p.m. Ayes all.

---

CHAIRMAN

ATTEST: \_\_\_\_\_

AUDITOR

