

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

April 24, 2012

STATE OF MINNESOTA)

) ss

COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 7:00 p.m. on April 24, 2012 with Commissioners Johnson, Schultz, Kubicek, Ebeling, and Huntington present. Also present were County Attorney Dan McIntosh, Sheriff Lon Thiele, Planning & Zoning Director Dale Oolman, Human Resource Director Patti Krueger, County Engineer Anita Benson, Environmental Services Director Scott Golberg, County Extension Staff Nathan Crane, Mike Donnelly, Tracy Ignaszewski, Missy Mussman, Deb Arlt, Kanko Akakpovi, Sharon Davis, and Kay Lovett, County Administrator Tom Shea and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

Motion by Commissioner Johnson, seconded Commissioner Ebeling to approve the agenda. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to approve the minutes of April 10, 2012. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Johnson to approve the following Tobacco Licenses: Medford Municipal Liquor Store, Nielsen's Gopher Stop North, and C.J. Foods. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to award the low bid for 2012 Bituminous Paving Projects to Crane Creek Asphalt in the amount \$2,957,875.06. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Schultz to award the bid for lease of the farm land (approximately 11 acres) in Section 5-107-20 of Owatonna Township at \$420 per acre to David Janke for a total of \$4,620 for the 2012 season. Ayes all.

Commissioner Johnson offered the following **Resolution**, seconded by Commissioner Ebeling

WHEREAS, the Federal Government conducts a census of the United States population every ten years; and

WHEREAS, counties are required by state statutes to adopt a redistricting plan following each federal census.

NOW, THEREFORE, BE IT RESOLVED that the County Commissioner Redistricting Plan be adopted as follows:

- 1st District:** Berlin Township, Clinton Falls Township, Deerfield Township, Summit Township, Lemond Township, Medford Township, Meriden Township, Merton Township, Somerset Township, Ellendale City and Medford City
- 2nd District:** Aurora Township, Blooming Prairie City, Blooming Prairie Township, Havana Township, Owatonna Township and W1-P2
- 3rd District:** W5-P1, W3-P1 and W3-P2
- 4th District:** W5-P2, W2-P1 and W2-P2
- 5th District:** W1-P1, W4-P1 and W4-P2

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

Commissioner Johnson offered the following **Resolution**, seconded by Commissioner Schultz

WHEREAS, the Federal Government conducts a census of the United States population every ten years; and

WHEREAS, counties are required by state statutes to adopt a redistricting plan following each federal census.

WHEREAS, due to redistricting, County Commissioner Districts 2, 3, 4 and 5 are required to run for office in 2012.

NOW, THEREFORE, BE IT RESOLVED that staggered terms for County Commissioner Districts will be set as follows:

- Commissioner District 1 will remain the same with term expiring January 5, 2015
- Commissioner District 2 – 2 year term with term expiring January 5, 2015
- Commissioner District 3 – 4 year term with term expiring January 2, 2017
- Commissioner District 4 – 4 year term with term expiring January 2, 2017

Commissioner District 5 – 4 year term with term expiring January 2, 2017

Upon the vote being taken five commissioners vote in favor thereof, none absent not voting. A copy of the resolution is on file in the Auditor's office.

Extension Staff gave a Program Update presentation to the County Board.

Motion by Commissioner Ebeling, seconded by Commissioner Johnson to approve the Bixby Sewer plans as submitted and authorize advertising for bids and set the bid opening for May 30, 2012 at 10 a.m. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to refer the letter from the Steele County Historical Society to relocate the Gus Gas Station to the Property and Maintenance Committee, and to place on file the letter from AFSME Local 65 regarding Telecommuting. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve the purchase of a laptop and docking station for the Human Resources Director at an approximate cost of \$1200. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Ebeling to approve of the reappointment of Anita Benson as County Engineer for a four-year term commencing May 1, 2012. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to approve clarification of the uniform requirement and reimbursement for personnel at the Detention Center. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Johnson to approve the Memorandum of Understanding with the Sheriff's Department-Essential Jailer Unit regarding classification of the Corporal position Effective March 1, 2012. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to approve of the following personnel actions: **New Hires/Transfers:** Angela Lawson OSS IV-Human Services -Grade 16, Step 2 effective 4/9/12; Angela Best- Social Worker/RN- Human Services- Grade 21, Step 3 effective 4/23/12; Kelly Piker-Social Worker- Human Services- Grade 29, Step 4 effective 4/23/12; James S. Cole- Assistant County Attorney- Grade 38, Step 3; Misty Devoe- Eligibility Worker- Grade 21, Step 4 effective 5/7/12; Catherine Piepho- Assistant Finance Director –Grade 33,Step 12 effective 5/07/12; Sean Benz- Assistant Director- Four Seasons Grade 28,Step 4 effective 4/09/12; Heidi Coulter- Property Appraiser Trainee-Grade 20, Step 2 effective 05/14/12; Trent Cottingham- Highway Maintenance Supervisor-Grade 36, Step 6 effective 4/25/12; Kris Jackson- Eligibility Unit Cast Aide-Grade 18, Step 4 effective 4/23/12; Ron Hamman- Interim Jail Administrator effective 4/06/12; Richard Wandrey-Interim Assistant Jail Administrator effective 4/12/12. **Resignations:** Gary Ringhofer- Special Deputy/Transport effective 4/13/12; Pam Otto- Assistant Jail Administrator effective 4/16/12; Sidni Krampitz- OSA Office Support V effective 4/23/12. **Anniversaries:** Matthew Gwin-Step 6 effective 4/03/12, Alicyn Hinze - Step 1 effective 4/25/12. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Ebeling setting the Septic System Loan Program Administrative Ordinance Public Hearing date for May 22nd, at 7:15 p.m. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Johnson to direct the Planning and Zoning staff to work with the City of Owatonna on an agreement that would have the County providing periodic building inspection personnel services to the city. The draft agreement would be brought back to the County Board for approval. Ayes all.

Motion by Commissioner Ebeling, seconded Commissioner Schultz to designate the Environmental Service Director as fiscal agent for the City of Owatonna's Clean Water Grant. Ayes all.

Motion Commissioner Johnson, seconded by Commissioner Huntington to approve of the proposal from Customs Alarm for Detention Center camera upgrades in the amount of \$5,632.70. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Ebeling to approve of the quote from R& K Electric to replace and upgrade Detention Center light fixtures in the amount of \$10,331. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Johnson to approve the proposal from Custom Alarms for the silent alarm in the Probation Service's Office in the amount of \$965. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to approve of the quote from Wolff & Sons for parking lot sweeping in the amount of \$1,485. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to approve solicitations of quotes for snowplowing and removal from the Highway Department and private vendors for 2012-2013 season. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve of the purchase of 130 banquet chairs for \$300. Ayes all

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to name the new Highway Department Building the Steele County Public Works Service Center.

Motion by Commissioner Johnson, seconded by Commissioner Ebeling to Table the motion naming the new Highway Department building to the May 8, 2012 Board meeting. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to refer the Prescription Drug Plan to the Human Service Committee. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve of the following listing of bills and Human Service bills in the amount \$146,286.46. Ayes all.

LISTING OF BILLS

04/24/2012

Advanced Correctional Healthcare Inc.	7,347.01
Advanced Drainage Systems Inc.	2,678.79
AMCON	8,833.00
Bureau of Criminal Apprehension	6,780.00
Businessware Solutions Corporation	2,572.40
Central Valley Cooperative	6,982.19
Computer Professionals Unlimited Inc.	4,332.23
Erickson Engineering	3,155.00
Family Alternatives	2,754.00
Greene Doors & Hardware Inc.	2,217.17
Independent School District 761	51,000.00
Industrial Properties LLC	18,183.55
Jones Haugh & Smith Inc.	6,753.20
Local Government Information Systems	19,942.65
Maas/Joy & Darwin	2,790.00
NEC Financial Services LLC	4,269.61
New Ulm Quartzite Quarries Inc.	2,599.40
Oertel Architects	30,400.00
Olmsted County Community Services	5,280.00
PSC Alliance Inc.	24,675.95
RDO Equipment Co. Inc	20,755.90
S& T Office Products Inc	7,422.42
Sheriff of Blue Earth Co	5,100.00
South Central Human Relations	3,144.30
Steele County Revenue	54,013.59
Turnkey Corrections	3,572.10
Waste Management of WI-MN	32,608.23
West Payment Center	2,244.20
140 Warrants Totaling	<u>55,021.61</u>
TOTAL	397,448.50

Motion by Commissioner Huntington, seconded by Commissioner Johnson to adjourn to the call of the Chair at 8:24 p.m. Ayes all.

CHAIRMAN

ATTEST: _____

AUDITOR