

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

December 11, 2012

STATE OF MINNESOTA)
) ss
COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 7:00 p.m. on December 11, 2012 with Commissioners Ebeling, Kubicek, Huntington, Schultz and Johnson present. Also present were County Attorney Dan McIntosh, Human Resource Director Patti Krueger, County Engineer Anita Benson, County Treasurer Steve Rohlik, Assistant Finance Director Cathy Piepho, Chief Deputy Sheriff Scott Hanson, Human Services Director Charity Floen, Public Health Nurse DeeAnn Pettyjohn, County Assessor Bill Effertz, County Administrator Tom Shea and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

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

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve the minutes of November 27, 2012. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to approve the Agreement between the University of Minnesota and Steele County for providing programs locally and employing Extension Staff and authorize the Chairman to sign. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to approve the Exempt Permit for the Owatonna Area Chamber of Commerce and Tourism for February 10, 2013. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Ebeling to authorize the Chairman to sign bills on 12/28/12. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to approve the Park & Recreation Agreement with the City of Owatonna. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Ebeling to approve the Local Option Abatement for Donna Mae McCamish due to fire damage. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to authorize the Chairman and Treasurer to sign the annual engagement letter with CliftonLarsonAllen. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to approve the upgrade to the Assessor's software for a one-time fee of \$5,150. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Ebeling to approve the purchase of a computer tablet and accessories for beta testing device for the Assessor's office at a cost not to exceed \$2,500. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Johnson to authorize the Treasurer's office to advertise for and open position for a Financial Assistant. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to approve the purchase of an AED for the Annex at a cost of \$1,400. Ayes all.

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

New Hires/Transfers

Robert Hareid	Mtc Tech I/Highway	Grade 20, Step 2	11/26/2012
Jay Chambers	Mechanic/Operator	Grade 26, Step 2	12/03/2012
Kelly McGuire	Social Worker	Grade 29, Step 3	12/03/2012
Robert Starman	promoted/Sr Mechanic	Grade 29, Step 12	12/03/2012
Kris Jackson	promoted/Case Aide Financial	HS Grade 20, Step 4	12/12/2012
Julia Randall	Asst Co Atty	Grade 38, Step 2	01/02/2013

Resignations/Retirements:

Pat Jaster	OSA I-PT, Recorder	Retiring	12/28/2012
Judith Meixner	Vital Stats Clerk, Recorder	Retiring	2/01/2013
Tracy Cromwell	Financial Asst, Treasurer	Resigned	12/21/2012

Anniversaries:

Melinda Skalicky	Adm Systems Asst, HS	Step 5	12/27/2012
------------------	----------------------	--------	------------

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve the driveway variance to allow a 15" culvert to be extended rather than replacing with an 18: culver on the east entrance for Tom Butler. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to have the Auditor coordinate with Waseca County to set up a meeting for discuss JD 24 Bridge repairs. Ayes all.

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

Whereas, Contract No. 120917 has in all things been completed and the County Board being fully advised in the premises, now then be it resolved: that we do hereby accept said completed project for and in behalf of the Steele County Highway Department and authorize final payment to Crane Creek Asphalt (Div. of Mathy Construction) for Project no. SAP 074-633-005, SAP 074-609-017, SAP 074-609-018, SAP 074-617-012 and SAP 074-618-021 in the amount of \$141,317.38.

Upon the vote being taken, 5 Commissioners voted in favor thereof, none absent and not voting. A copy of the Resolution is on file in the Auditor's office.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to approve the low quote from Braun Intertec in the amount of \$1,050 for a Hazardous Material Assessment at 1862 SE 44th Ave. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve the purchase of a license of RoadEng Design software from Softree for \$3,175. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to approve leaving the VCAA (Vulnerable Children & Adults Act) Committee recommendation at \$50,000 for 2013. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Johnson to approve the VCAA (Vulnerable Children & Adults Act) Committee recommendations for allotment of funds to various agencies. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to approve the bid from Trivium in the amount of \$3,541 for call tracking software for the entire organization. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Ebeling to approve the 2013 contract renewals for Cedar Valley Services, Inc., Fernbrook-Children's Therapeutic Support Services (CTSS), MRCI-2 contracts and lease-Employment Services, Independent Management Services-Guardianship Services, Alternative Resolutions, Inc-Guardianship Services and Child Support (IV-D) cooperative agreement-County Attorney, Sheriff, Human Services and DHS. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to approve the Public Health Fee Schedule for 2013. Ayes all.

Motion by commissioner Huntington, seconded by Commissioner Schultz to approve the following 2013 contract renewals: RPT (Registered Physical Therapy) at \$51 per hour, Interpreters-\$19.50 per hour, Day Care Centers-consulting service contract-\$81 per hour, Cedar Valley Services-consulting service contract-\$81 per hour and Medford School District-consulting service contract-\$81 per hour. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Johnson to approve use of the Research Authorization form for Public Health to use. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to approve the update on Amendment to the Technical Plan for 800 MHz. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve the Motorola Blooming Prairie ASR Site Project Contract for 800 MHz. Ayes all.

Commissioner Johnson offered the following **Resolution**, seconded by Commissioner Huntington
 BE IT RESOLVED, by the Steele County Board of Commissioners that the following sums of money be levied for the current year collectible in 2013, upon all taxable property in the County of Steele, for the following purposes:

	Tax Levy	Total Budget
General Government	12,573,868	18,758,189
Human Services	2,864,439	8,985,292
Road & Bridge	3,029,002	8,424,602
Ditch Fund	0	300,000
Community Wellness Fund	0	202,204
Landfill	0	2,194,006
Four Seasons	0	461,546
Bixby Sewer District	0	41,875
Other Trust Funds	0	750
Bonded Debt	2,674,784	2,674,784
SUBTOTAL	21,142,093	42,043,248
Public Library (excluding cities of Owatonna & Blooming Prairie)	191,500	191,500
TOTAL LEVY	21,333,593	
TOTAL CERTIFIED BUDGET		42,234,748
less County Aid	1,385,001	
TOTAL CERTIFIED LEVY	19,948,592	

Upon the vote being taken, 5 Commissioners voted in favor thereof, none absent and not voting. A copy of the Resolution is on file in the Auditor's office.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to go into a closed session for Attorney client advice regarding the Highway 14 Turn back at 8:02 p.m.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to open the Board meeting at 8:52 p.m.

Motion by Commissioner Johnson, seconded by Commissioner Ebeling that Gislason & Hunter, LLP be retained to assist the County Attorney office regarding the Highway 14 Turn back. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Ebeling to approve of the following listing of bills and Human Services in the amount \$262,013.69. Ayes all.

LISTING OF BILLS
 12/11/2012

A'viands, LLC	3,695.73
Blooming Prairie ISD 756	19,000.00
Businessware Solutions Corporation Inc	2,666.79
Crops Production Services Inc	3,621.95
Emergency Automotive Technology Inc	2,047.67
Four Seasons Centre	3,140.67
Industrial Properties LLC	2,925.61

Integra Telecom	3,084.37
J R's Advanced Recyclers Inc	5,223.90
Jones Haugh & Smith Inc	3,124.94
Matejcek Implement	3,208.39
MCCC MI 33	9,675.00
MCF-Red Wing	4,092.00
Medford Public Schools	15,000.00
MN Counties Intergovernmental Trust	2,500.00
Newman Signs Inc	4,871.62
Owatonna Public Utilities	29,650.43
RDO Equipment Co	159,172.00
Scalable Software Inc	3,098.00
South Central Human Relations	2,934.08
Steele County Capital Account	5,626.35
Turnkey Corrections	4,894.99
160 Warrants	<u>53,121.49</u>
TOTAL	346,375.98

Motion by Commissioner Johnson, seconded by Commissioner Ebeling to adjourn to the call of the Chair at 8:54 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
 AUDITOR

DRAFT