

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

April 9, 2013

STATE OF MINNESOTA)

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COUNTY OF STEELE )

The Steele County Board of Commissioners met in Special Session at 7:00 p.m. on April 9, 2013 with Commissioners Schultz, Johnson, Kubicek, Ebeling and Huntington present. Also present were County Treasurer Steve Rohlik, Planning and Zoning Director Dale Oolman, Environmental Services Director Scott Golberg, Human Resource Director Patti Krueger, County Engineer Anita Benson, County Sheriff Lon Thiele, Human Services Director Charity Floen, County Surveyor John Hosfield, Jail Administrator Ron Hamman, County Administrator Tom Shea and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

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

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to approve the minutes of March 26, 2013. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Ebeling to approve of the transfer of \$1,100,000 from the General Fund to the Capital Construction Fund for 800MHz. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to approve of Amended Conditional Use Permit #33 for Pirk1 Gas in Section 18-107-21 of Owatonna Township with conditions per the Planning Commission. Ayes all.

Commissioner Johnson offered the following **Resolution**, seconded by Commissioner Kubicek for

**WHEREAS**, Leona Stockwell, Linda Stockwell, Lindsay Livingood, and Brandon Ahlman have requested preliminary plat approval for Stockwell Addition No. 2, and

**WHEREAS**, the Steele County Planning Commission held a public hearing regarding said request on April 1<sup>st</sup>, 2013 and unanimously recommended approval of the preliminary plat subject to the conditions noted below; and

**WHEREAS** the Steele County Board of Commissioners finds the preliminary plat of Stockwell Addition No. 2 to be consistent with the intent of the Steele County Comprehensive Plan.

**NOW THEREFORE BE IT RESOLVED** by the Steele County Board of Commissioners that the preliminary plat of Stockwell Addition No. 2 is hereby approved subject to the following conditions:

1. Before recording of the final plat a private driveway easement 66 feet in width located on the existing private road shall be recorded. The easement shall provide ingress and egress to Lots 1, 2, 3, 4, and 6.
2. Before recording of the final plat a private driveway easement 20 feet in width shall be recorded on what will become Lot 2 and 3 providing ingress and egress to Lot 6.
3. A utility easement 15 feet in width shall be located along the eastern edge of Lot 5.
4. A utility easement 10 feet in width shall be located adjacent to the right of way of C.S.A.H. #2.
5. Utility easements 5 feet in width shall be located around the remaining perimeters of each lot.

**BE IT FURTHER RESOLVED** that the County Board finds that the area to be subdivided includes such development or existing unusual conditions that strict application of the subdivision requirements would result in practical difficulties and the following modifications to the performance standards of the Steele County Zoning Ordinance are therefore approved:

1. Section 705.1 of the Steele County Zoning Ordinance requiring a minimum lot size of 2.5 acres is waived because municipal sewer services are available to be connected to each of these lots.

2. Section 705.2 of the Steele County Zoning Ordinance requiring each lot to have a minimum frontage width of 200 feet on a publicly dedicated road or highway is waived because this site was developed before December 26, 1978.

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.

Motion by Commissioner Kubicek, seconded by Commissioner Ebeling to approve of the following licenses: Monterey Ballroom- On-Sale and Dance Permit; Medford Municipal Liquor Store – Tobacco License; and Nielsen Gopher Stop- Tobacco License. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to accept and place on file the correspondence from the Steele County Soil and Water Conservation District and refer the City of Medford EDA request correspondence to the Management & Personnel Committee. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to approve moving forward with the 4 county hosting agreement for the Electronic Data Management System (EDMS). Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Ebeling to initiate a contract with Next Chapter Technology Inc. for the Electronic Data Management System (EDMS) Proposal and have Steele County serve as the host for the EDMS site. Ayes all.

Motion by Commissioner Huntington and seconded by Commissioner Kubicek to develop a contract with MJS Consulting, Inc to serve as the project manager for the Electronic Data Management System (EDMS). Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Ebeling to authorize DeeAnn Pettyjohn & Charity Floen to sign the 2013 Delegation Agreement with South Country Health Alliance. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to approve of the SCAT contract with Cavalier Coaches for Operations in the amount of \$205,467.50 and direct the Chairman to sign. This is an 8 month contract with the option to renew for 1 additional year two times. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Johnson to approve the SCAT contract with Cavalier Coaches for Dispatch in the amount of \$8,400 and direct the Chairman to sign. It is an 8 month contract with the option to renew for 1 additional year two times. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to approve of the Purchase of Service Agreement with Olmsted County for specialized case management services related to Anoka Metro Regional Treatment Services (AMRTS) and authorizes the Director to sign. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to approve of the out of state travel request for the Recorder to attend a Fidler Presentation in Illinois and Iowa. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to consider in principal the Draft Data Practices Policy for Data Subjects and Data Practice Policy Members of the Public and to bring back to the Board after costs have been identified.

Motion by Commissioner Johnson, seconded by Commissioner Kubicek to approve of submitting for rerating of the Eng Tech II and Eng Tech III and Assistant County Engineer Positions in the Highway Department. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to approve advertising for Eng Tech II or Eng Tech III position. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Johnson to refer the amendment to the County Administrator job description back to Management and Personnel Committee. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Johnson to refer back to the Management and Personnel Committee the County Administrator position rerating and salary adjustment. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to approve of the following personnel actions:

**New Hires/Transfers**

Kristi Blum	OSS III, Recorder	Grade 15, Step 2	03/25/2013
Pam Carty (promotion)	Appraiser Trainee	Grade 20, Step	04/29/2013

**Resignations/Retirements:**

Kirby Olson	Eng Tech II		04/05/2013
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**Anniversaries:**

Trent Cottingham	Highway Mtc Supvsr	Grade 36, Step 7	04/25/2013
James Cole	Asst County Attorney	Grade 38, Step 4	04/30/2013
Matt Gwin	Correctional Officer	Step 6	04/03/2013
Alicyn Hinze	Correctional Officer	Step 2	04/25/2013

**Open Positions-Pending Board Approval**

Assessment Technician	Assessor	Grade 18	
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Motion by Commissioner Kubicek, seconded by Commissioner Johnson to authorize Scott Golberg to solicit landfill construction bids on a competitive basis from a list of pre-qualified contractors for the construction of Cell 4D-E. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Johnson to approve in principal the proposed South Central Human Relations Center lease for additional parking with additional language to restrict transfer of property for use other than Human Relations Center purposed and setting an annual lease fee to be negotiated. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to have the County Highway Engineer in conjunction with Dodge County initiate contact with the Minnesota Department of Transportation with regard to turn back agreement for potential construction of Highway 14 East between Owatonna and Dodge Center. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Johnson to approve of the contract with the Department of Corrections for housing of up to 52 inmates thru June 2014. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to approve of the recruitment and hiring process to open the 3rd pod at the Detention Center. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Johnson approve of the Detention Center Jail Management Software contract with Zuercher. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioners Huntington to approve of the Sicora Consulting Contract Amendment. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Kubicek to nominate Karl Peterson to the Board of Adjustment. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to go into a closed session at 8:23 p.m.

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to end closed session at 8:50 p.m. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Kubicek to approve the following listing of bills and Human Services bills in the amount of \$75,902.02. Ayes all.

LISTING OF BILLS  
4/09/2013

A'viands LLC	8,608.08
American Solutions for Business	3,440.78
Anoka County Corrections	5,890.00
Businessware Solutions Corporation	2,775.83
Cavalier Coaches Inc	35,124.52

Computer Professionals Unlimited Inc	4,335.28
Gislason & Hunter LLP	3,700.13
Harlands Tire & Auto Center	2,059.73
Huckle Media LLC	2,949.09
Information Systems Corp	2,655.00
Integra Telecom	3,179.06
Kieffer Communications	5,895.45
Kwik Trip Inc	7,020.52
MCF-Red Wing	3,696.00
North American Salt Co	9,431.35
Owatonna Public Utilities	26,692.70
Steele County Central Services	3,777.53
Steele County Highway Dept	7,110.02
Steele County Revenue	3,303.40
Turnkey Corrections	2,463.33
Univ of MN Regents	27,461.97
Youth Services Intl/DBA Elmore Academy	8,036.00
155 Warrants under 2,000.00	41,373.45
<b>TOTAL</b>	<b>220,979.22</b>

Motion by Commissioner Johnson, seconded by Commissioner Huntington to adjourn to the Call of the Chair at 8:51p.m. Ayes all.

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CHAIRMAN

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