

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSONERS

SPECIAL SESSION

August 27, 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. August 27, 2013 with Commissioners Huntington, Schultz, Johnson, and Kubicek, present. Commissioner Ebeling was absent. Also present were Planning & Zoning Director Dale Oolman, County Treasurer Steve Rohlik, County Engineer Anita Benson, Building & Grounds Director Lynn Holthus, Jail Administrator Ron Hammann, 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 Kubicek to approve the minutes of August 6, 2013. Ayes all.

Commissioner Johnson offered the following **RESOLUTION**, seconded by Commissioner Kubicek.

**WHEREAS**, Child Support Awareness Months reminds us that children need the emotional care and financial support of each parent to reach their full potential as adults, and

**WHEREAS**, the Steele County Board of Commissioners recognize the importance of the work done by our Child Support staff within the Human Services Department, and;

**WHEREAS**, their efforts promote the well-being and self-sufficiency of families in the areas of basic support, medical support and child care support, and;

**WHEREAS**, their efforts in terms of locating parents, establishing parentage, establishing and enforcing court orders for support, collecting and disbursing child support payments, exceed the state averages in these federal benchmarks and;

**WHEREAS**, in FFY 2012 our Child Support managed the disbursement of over \$5,000,000 for over 1,800 cases.

**NOW THEREFORE**, that Steele County Board of Commissioners recognizes August as Child Support Awareness Month and thanks the Child Support staff for their good work.

Upon the vote being taken, four Commissioners voted in favor thereof, Ebeling absent and not voting.

A copy of the Resolution is on file in the Auditor's office.

Commissioner Kubicek offered the following **RESOLUTION**, seconded by Commissioner Huntington.

**WHEREAS**, Jim Worrell on behalf of the Burnes Shore Acres Cooperative has requested final plat approval for Burnes Shore Acres Subdivision No. 2, and

**WHEREAS**, the subject property is generally described as lot 1 and lots 20 thru 47 Burnes Shore Acres Subdivision together with a strip of land approximately 85 feet wide parallel with and adjacent to the west line of Burnes Shore Acres Addition, Steele County, Minnesota; and

**WHEREAS**, the Steele County Planning Commission considered the applicants request for a Preliminary Plat at a duly noticed Public Hearing which took place on June 3<sup>rd</sup>, 2013 and recommended approval of the preliminary plat subject with conditions; and

**WHEREAS**, the Steele County Board of Commissioners adopted Resolution No. 13-26 approving the Preliminary Plat of Burnes Shores Acres Subdivision No. 2 subject to conditions contained in said resolution; and

**WHEREAS**, on August 5<sup>th</sup>, 2013, the Steele County Planning Commission reviewed the proposed Final Plat and recommend approval with conditions.

**NOW THEREFORE BE IT RESOLVED** by the Steele County Board of Commissioners that the final plat of Burnes Shores Acres Subdivision No. 2 be approved subject to the following conditions:

1. The Developer, at its sole expense, shall construct the drainage improvements as detailed in the Plans and Specifications for Burnes Shore Acres as prepared by Jones, Haugh and Hosfield.
2. All drainage improvements shall be maintained by the Burns Shore Acres Cooperative its successors or assigns.
3. A private driveway easement shall be located on the existing road providing access to all lots in the subdivision.
4. No structures of any kind shall be allowed on any outlot unless that outlot is combined with an adjoining already developed lot.
5. The outlots cannot be hard surfaced with either gravel pavement or other measures unless the outlot is combined with an adjoining developed lot or a conforming lot. Any hard surface must meet the ordinance standards for impervious service.

Upon the vote being taken, 4 Commissioners voted in favor thereof, Ebeling absent and not voting. A copy of the Resolution is on file in the Auditor's office.

Motion by Commissioner Huntington, seconded by Commissioner Johnson to approve the Body Art Mobile Establishment for Kat's Tat's LLC, for August 27, 2013-December 31, 2013.

Motion by Commissioner Kubicek, seconded by Commissioner Johnson to approve submission of revised job description for Joyce Hartle for review and re-rating. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to approve the new project Engineer position description and submitting for rating and to also post and advertise for this position when the rating has been completed. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to approve the Public Health Director job description be reviewed by the Public Health Director, Human Resources Department and Administrator Tom Shea, to revise as needed, post the position and advertise. Ayes all.

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

**New Hires/Transfers**

Chassidy Robinson	OSS IV Human Services	Grade 16	08/12/2013
Julie Palloch	OSS II Human Services	Grade 14	08/19/2013
Anthony Malepsy	Correctional Officer	Step 1	08/19/2013
Sheana Schlichter	Eligibility Worker	Grade 21	08/19/2013
Jennifer Peirce	Eligibility Worker	Grade 21	08/26/2013
Nicole Gibson	SW-Public Health	Grade 29	08/19/2013
Kim Volk	transfer to Case Aide	Grade 20	09/09/2013

At 7:15 p.m. the public hearing for the Building Map Amendment- Blooming Prairie Detachment was held.

Planning & Zoning Director Dale Oolman reviewed the reason for the Amendment for the Board and those in attendance.

The hearing was then open to comments from the public. There were no comments.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to close the hearing at 7:20 p.m.

Motion by Commissioner Huntington offered a **RESOLUTION**, seconded by Commissioner Johnson for the Zoning Map Amendment for Blooming Prairie Detachment Rezone Resolution.

**WHEREAS**, the Steele County Zoning Map was adopted on September 9<sup>th</sup>, 1993

**WHEREAS**, the Steele County Zoning Map did not include areas located within the incorporated limits of municipalities, and

**WHEREAS**, the South ½ of the SE ¼, Section 36, T 105 N, R 19 W, Steele County, MN was part of the incorporated City of Blooming Prairie; and

**WHEREAS**, on March 14<sup>th</sup>, 2013, the described property was authorized to be detached from the City of Blooming Prairie and made part of Blooming Prairie Township.

**NOW THEREFORE BE IT RESOLVED** by the Steele County Board of Commissioners that the South ½ of the SE ¼, Section 36, T 105 N, R 19 W, Steele County, MN be designated as Agricultural (A-1) on the Steele County Zoning Map.

Upon the vote being taken, four Commissioners voted in favor thereof, Ebeling absent and not voting. A copy of the resolution is on file in the Auditor's office.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to approve the purchase of PC and monitors for the land offices not to exceed \$15,000 including the purchase of two 24" monitors and a video adapter for the network support position to be paid from the Compliance fund. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to approve of the low bid for Community Center painting to Pence Painting in the amount of \$9,050.00. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Kubicek to approve the low bid of CTS Construction, LLC in the amount of \$3,494.87, to re-roof the Beaver Lake Beach House. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Johnson to approve of the contract for Relias Learning at the rate of \$4,257.97, blocked in for 5 years. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to approve of the addendum to Zuercher Contract to make the following changes. Ayes all.

- a) A \$6,500 credit will be used to replace existing web interface for county web site.
- b) Maintenance will be part of existing contract.
- c) Contract with Image Trend will be canceled saving \$3,780 annually.
- d) Warrant list will not be available.

Motion by Commissioner Kubicek, seconded by Commissioner Johnson to approve of the parking lot snow removal contract to Owatonna Groundmasters, Inc for the 2013-2014 winter seasons. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Johnson to authorize the parking lot maintenance work identified for 2013 at an estimated cost of \$21,850. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to award the contract for 2013 hauling of gravel material with belly dumps to Loken Excavation & Drainage Inc. at \$85/hour and Timm's Trucking Inc. at \$90 per hour as needed. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to approve the purchase of a high flow wheel skid steer for the total purchase price of \$38,460.18 using state bid pricing and quotes from Bobcat of Mankato and to also approve the purchase of a 60" forestry cutter and forestry safety kit for the total purchase price of \$30,692.06 using state bid pricing and quotes from Bobcat of Mankato. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Johnson to appoint Bill Arthur to the Extension Committee. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to approve of the following listing bills and Human Services in the amount of \$371,373.89. Ayes all.

LISTING OF BILLS  
8/27/13

A 'viands LLC	15,028.39
Adjusters International Inc	2,250.00
Advanced Correctional Healthcare Inc	6,525.12

Behrends/Mark	3,222.45
Borneke Construction, Inc	523,669.17
Businessware Solution Corporation	3,810.96
Cavalier Coaches Inc	37,233.50
Central Valley Cooperative	8,706.97
Computer Professionals Unlimited Inc	4,025.28
Custom Communications	4,311.60
Erickson Engineering Co LLC	3,697.50
ESS Brothers & Sons Inc	3,142.13
G & K Services	2,701.38
Henry G Meigs Inc	58,215.88
Hillyard – Hutchinson	2,776.93
Honeywell Inc	5,190.34
Industrial Properties LLC	17,185.82
Jones Haugh & Smith Inc	2,842.60
Leo A Hoffmann Center Inc	7,742.25
MVTL Laboratories Inc	13,100.40
Napa Auto Parts	2,387.08
NEC Financial Services LLC	4,269.61
New Signs Inc	6,573.09
Owatonna Public Utilities	13,707.26
Plastocon Inc	2,362.75
Reliance Telephone Systems Inc	2,500.00
Ringhofer Construction Inc	4,150.00
S & T Office Products, Inc	2,909.20
Seykora Group Inc	4,500.00
Short Elliott Hendrickson Inc	15,275.15
Southeast Service Cooperative	3,355.64
Southern MN Construction Co Inc	20,068.97
Steele County Revenue	8,147.39
Superior Jetting Inc	13,631.25
Taser International	9,846.36
Temple Electric Motor Service Inc	2,373.99
Trak Microwave Corporation	37,075.00
Turnkey Corrections	6,177.73
Ultramax	11,165.00
Verizon Wireless	2,059.19
Village Ranch Inc	5,325.18
Waste Management of WI – MN	48,153.30
169 Warrants under \$2,000	<u>68,865.99</u>
<b>Total</b>	<b>\$1,026,366.61</b>

Motion by Commissioner Huntington, seconded by Commissioner Johnson to adjourn to the Call of the chair at 7:38 p.m. Ayes all.

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CHAIRMAN

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