

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

July 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 July 9, 2013 with Commissioners Huntington, Schultz, Johnson and Kubicek present. Commissioner Ebeling was absent. Also present were Human Services Director Charity Floen, County Attorney Dan McIntosh, Planning & Zoning Director Dale Oolman, Assistant Finance Director Kathy Piepho, 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 Johnson to approve the minutes of June 25, 2013 and June 25, 2013 Board of Equalization. Ayes all.

Motion by Commissioner Johnson, seconded by Kubicek to approve the on sale and off sale 3.2 Licenses for Spurgy’s Bar and Grill. Ayes all.

Motion by Commissioner Johnson, seconded Huntington to approve the 3.2 License for Holy Trinity Church for their Festival to be held on July 28, 2013 with the fee to be waived. Upon the vote being taken three Commissioners voted in favor of, Commissioner Kubicek abstaining and Commissioner Ebeling absent.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to approve Conditional Use Permit #377 for Katie Hartle for a Dog Kennel in Section 21-106-20 of Somerset Township with conditions per the Planning Commission and to accept the Findings. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to accept and place on file the correspondence from Owatonna Area Chamber of Commerce and U.S. Hwy 14 Partnership. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to approve the Contract Amendment with the Department of Human Services to renew the CD Navigator program. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to renew the Regional Collaborative Agreement for the CD Navigator program. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Kubicek to have Commissioner Huntington, Administrator Tom Shea and Human Services Director Charity Floen serve as representatives on the SDA Steering Committee and to add Doug Johnson as an alternate. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Kubicek to award the bid for SAP 74-605-26 and 74-618-26 to Crane Creek Asphalt in the amount of 713,858.46 and to authorize the Chair to sign. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Huntington to approve of the low bid of Diamond Tower in the amount of \$120,878.64 for the BP 800 MHZ work bid. Ayes all

Motion by Commissioner Huntington, seconded by Commissioner Johnson to approve the Flood Gauges Maintenance Agreement and authorize Chairman to sign. Ayes all.

Motion by Commissioner Johnson, seconded by Commissioner Kubicek to approve the following Personnel Actions. Ayes all.

New Hires/Transfers

Brandon Noble	Deputy Sheriff	Step 1	06/24/2013
Ethan Cousins	Network Support	Grade 26, Step 3	07/22/2013
Katherine Barden	Technical Clerk-Auditor	Grade 15, Step 2	07/08/2013

Leah Johnson	Eligibility Worker	Grade 21, Step 1	07/29/2013
Kris Jackson	Eligibility Worker	Grade 21, Step 6	07/15/2013
Diann Ptacek	Lead Eligibility Worker	Grade 23, Step 11	07/15/2013

Resignations/Retirements:

Jennifer Claybaugh-resignation	Eligibility Worker	Grade 21	07/09/2013
Marsha Culhane-resignation	OSS II Human Services	Grade 14	07/05/2013
Patti Krueger-resignation	Human Resources	Grade 35	08/14/2013
Staci DeBus-resignation	Social Worker-Public Health	Grade 29	07/22/2013
Trudy Pierce--retirement	OSA III Extension	Grade 15	11/14/2013

Anniversaries:

Jed Loftus	Det Ctr Corporal	Step 5	07/07/2013
Jennifer Dunn-Foster	County Attorney	Grade 38, Step 9	07/21/2013
Beth Brady	Highway Mtc Manager	Grade 40, Step 8	07/12/2013
John Borger	Director of MIS	Grade 38, Step 13	07/26/2013

Motion by Commissioner Kubicek, seconded by Commissioner Johnson to reappoint Marie Sexton to the Park & Recreation Board. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to approve of the following listing of bills at Human Services in the amount of \$138,549.96. Ayes all.

LISTING OF BILLS

7/9/2013

A'viands LLC	13,704.97
Cavalier Coaches Inc	33,988.57
Computer Professionals Unlimited Inc	5,855.28
Cretex Concrete Products North Inc	5,799.30
Everbridge Inc	22,500.00
Gislason & Hunter LLP	7,433.68
Johnson/Sarah	3,667.75
Keepers Inc	3,358.98
Kieffer Communications	17,686.38
Local Government Information Systems	20,054.00
Medford Sand & Gravel LLC	2,265.62
Meixner Tree Service LLC	2,842.88
Microsoft's Store	2,413.22
NEC Financial Services LLC	4,269.61
Owatonna Police Dept	10,229.48
Owatonna Public Utilities	28,227.12
Pictometry International Corp	11,304.10
S & T Office Products, Inc	2,034.16
Schindler Elevator Corp Inc	2,364.48
Southern MN Construction Co Inc	2,519.03
Steele County Revenue	2,158.51
Steele County Treasurer	4,500.00
Turnkey Corrections	3,454.23
148 Warrants under \$2,000	<u>50,625.75</u>
TOTALS	\$263,257.00

Motion by Commissioner Johnson, seconded by Commissioner Huntington to adjourn to the Call of the Chair at 7:22 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR