

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSONERS

SPECIAL SESSION

January 28, 2014

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 January 28, 2014 with Commissioners Schultz, Huntington, Johnson, Ebeling, and Kubicek present. Also present were County Attorney Dan McIntosh, Planning & Zoning Director Dale Oolman, County Environmental Services Director Scott Golberg, County Engineer Anita Benson, Subsurface Sewage Treatment Systems Specialist Laurie Johnson, County Administrator Tom Shea and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

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

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to approve the minutes of January 7, 2014. Ayes all.

The Chairman then presented Jerry Katzung and Jim Schafer a Certificate of Recognition for their years served on the Planning Commission.

Commissioner Huntington offered the following **Resolution**, seconded by Commissioner Ebeling to hereby authorize the process payments by Auditor's Warrants.

**Be it Resolved**, that the County Auditor & County Treasurer are hereby authorized to process payments by Auditor's Warrants, for which the precise amount is fixed by law, which include fees, utility bills, salaries, highway department fuel bills, freight, witness expenses, vehicle registration/tabs, telephone, postage and sheriff's paper service to other counties. Necessary expenses include prepayment of expenses for seminars and other county business trips. Further to authorize payment to contractors for work and material in place on the job as certified by the Engineer or Architect except that the final payment on any project be approved by Board action; to authorize payments for bonds and interest payments for the bonded debt fund and for investments; to authorize payments for purchases made by the County Board wherein an amount has been set and entered in the Board minutes; to authorize payment of emergency welfare funds and Social Service funds as an emergency issuance procedure, as prescribed by state and federal law and claims that are due and would incur interest and penalties. A listing of bills paid will be provided to the County Board for their review.

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

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to approve of the Equitable Sharing Agreement and Certification for the County Attorney's office. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Kubicek to approve the Human Services Eligibility Worker position to replace Kris Jackson. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to approve the Human Services Eligibility Worker position to replace Adam Vonruden. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Ebeling to authorize Scott Golberg to further develop the Joint Recycling Position for Freeborn County and to report to the February 11, 2014 Committee of the Whole. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to authorize the purchase of a used pick-up truck from the Owatonna Public Utilities in the amount of \$2,500 for the Building & Maintenance Department. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to approve of the transfer of the Highway 14 West legal representation file from Gislason & Hunter, LLP to Briggs and Morgan. Ayes all.

The Public Hearing for the Subsurface Sewage Treatment System Ordinance was then open.

County Planning & Zoning Director Dale Oolman reviewed changes to the Ordinance with the Board.

The hearing was then open to the public for questions.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to amend the Subsurface Sewage System Ordinance to leave Section 6.02, Subsection C and 8.03 Subsection A(4) as originally stated. Ayes all.

Commissioner Ebeling offered a **Resolution** seconded by Commissioner Schultz to approve the Subsurface Sewage Treatment System Ordinance. This ordinance establishes minimum requirements for and regulation of Subsurface Sewage Treatment Systems in Steele County. This includes the design, permitting, alteration, installation, operation, and maintenance of subsurface sewage treatment systems and the development or transfer of property requiring sewage treatment.

Upon the vote being taken, five 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 Kubicek, seconded by Commissioner Huntington to review the job description for the Executive Assistant and to re-post. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to approve the Service Provider Agreement with Mike Steffens for maintenance of the Bixby Community septic system for 2014 thru 2016. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Schultz to appoint Dan Johnson to the Bixby Subordinate Service Committee for a three year term. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to authorize the Board Chair to sign the 2013 Feedlot Report. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Ebeling to authorize the Board Chair to sign the 2014 – 2015 Feedlot Program Delegation Agreement and Work Plan and submit to the MPCA. Ayes all.

Commissioner Schultz offered a **Resolution** seconded by Commissioner Huntington for the 2014 Bridge.

**WHEREAS**, The County of Steele has determined that the following deficient bridges on the CSAH, County Road, and Township Road systems are high priority and require replacement or rehabilitation within the next ten (10) years; and

<u>Old Bridge #</u>	<u>New Bridge #</u>	<u>Road</u>	<u>Def. Status</u>	<u>Suff. Rating</u>	<u>Estimated Project Cost</u>	<u>Proposed Const. Year</u>
7162	74556	CSAH 12	S.D.	27.4	\$1,500,000	2014
74505	74555	SW 128 <sup>th</sup> St.	S.D.	40.0	\$450,000	2014
92779	74J21	CSAH 6	S.D.	55.9	\$130,000	2015
89080	74Jxx	CSAH 28	S.D.	64.7	\$130,000	2015
L3951	74Jxx	NE 34 <sup>th</sup> Ave.	S.D.	43.1	\$200,000	TBD
4686	74Jxx	CR 180	S.D.	51.5	\$160,000	TBD
L5798	74Jxx	NE 76 <sup>th</sup> St.	S.D.	55.1	\$130,000	TBD
97815	74Jxx	SW 51st St.	S.D.	56.1	\$200,000	TBD
74509	745xx	CSAH 19	F.O.	59.5	\$800,000	TBD
95786	74Jxx	SE 18 <sup>th</sup> St.	S.D.	68.3	\$130,000	TBD

**WHEREAS**, Local roads play an essential role in the overall state transportation network and local bridges are a critical component of the local road system; and

**WHEREAS**, State support for the replacement or rehabilitation of local bridges continues to be crucial to maintaining the integrity of the local road system and is necessary for the County of Steele and

its townships to proceed with the replacement or rehabilitation of the high priority deficient bridges described above; and

**WHEREAS,** The County of Steele intends to proceed with replacement or rehabilitation of these bridges as soon as possible once State Transportation Bonds become available.

**NOW, THEREFORE, BE IT RESOLVED** by its County Board of Commissioners that Steele County will proceed with the design and preparation of contract documents for the aforementioned bridges upon notification of Bridge Bond funding availability.

Upon the vote taken, five 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 Kubicek, seconded by Commissioner Ebeling to approve of the Professional Services Agreement CSAH 12 - Addendum 1 with Stonebrooke Engineering, Inc. in the amount \$294,202.00. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to authorize staff to pay the 2014 SEMREX dues and continue participation in the SEMREX Joint Powers Board. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to approve of the Steele and Waseca County Delivery Contract Addendum and to authorize the Chair to sign. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Kubicek to approve the \$200,000 loan to the Agricultural Society. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Ebeling to approve the Pay Equity Report and authorize the Chair to sign. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Kubicek to approve of the Department of Correction Amendment No. 1 in the amount of \$495,000. Ayes all.

Motion Commissioner Schultz, seconded by Commissioner Huntington to approve of the A'viands food Contract for the period effective February 1, 2014 through January 31, 2015. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Ebeling to re-appoint Bert Wiersma to the Planning Commission to appoint Steve Jaster & Renee Hood to the Planning Commission. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Kubicek to appoint Brian Schmidt to the Planning Commission. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Schultz to approve of the following listing of bills and Human Services in the amount of \$91,310.14. Ayes all.

Listing of Bills  
1/28/2014

A 'viands, LLC	10,479.70
Advanced Correctional Healthcare, Inc	7,567.42
Aurora Township	18,895.50
Bjorklund Compensation Consulting, LLC	10,321.00
Businessware Solutions Corporation	87,284.81
Cavalier Coaches, Inc	29,809.36
CDW Government, Inc	5,442.10
Central Valley Cooperative	5,698.89
Clifton Larson Allen, LLP	18,000.00
Computer Professionals Unlimited, Inc	4,643.14
Four Seasons Centre	3,810.08
G & K Services	2,036.25
Gislason & Hunter, LLP	2,341.38
Hansen Excavation, Inc	3,317.50
Hewlett – Packard Company	3,304.45
Hillyard – Hutchinson	2,120.42
Huckle Media, LLC	4,858.49

Industrial Properties, LLC	15,525.00
Integra Telecom	3,223.27
JWC Environmental, LLC	8,170.00
Leo Hoffmann Center, Inc	15,794.50
Local Government Information Systems	445,031.03
MCCC MI 33	6,839.58
McClune's Tree Service	3,045.94
MN Counties Intergovernmental Trust	4,523.00
MN Public Facilities Authority	8,800.00
NEC Financial Services, LLC	4,269.61
Owatonna Groundsmasters, Inc	2,220.59
Owatonna Police Department	10,932.29
Owatonna Public Utilities	56,775.87
Pal Machining	2,173.56
Rice County Solid Waste Department	2,859.00
Schultz Excavating	10,737.50
SE MN Water Resources Board	4,000.00
Sheriff of Goodhue County	7,300.00
Short Elliott Hendrickson, Inc	11,981.80
Steele County Agricultural Society	200,000.00
Steele County Central Services	2,082.81
Steele County Highway Dept.	5,116.19
Stonebrooke Engineering, Inc	6,343.98
Turnkey Corrections	5,424.62
Waste Management of WI – MN	49,852.33
Welch's Auto Supply	2,370.97
Winter Equipment Company	2,234.58
157 Warrants under \$2,000	<u>75,471.17</u>
<b>Total</b>	<b>1,202,002.94</b>

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to adjourn to the Call of the Chair at 7:58 p.m. Ayes all.

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CHAIRMAN

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