

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSONERS

SPECIAL SESSION

July 8, 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 July 8, 2014 with Commissioners Kubicek, Johnson, Schultz, Ebeling and Huntington present. Also present were County Sheriff Lon Thiele, Planning & Zoning Director Dale Oolman, Probation Services Director Mike McGuire, Jail Administrator Ron Hammann, Human Service Director Charity Floen, County Administrator Tom Shea and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

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

Motion by Commissioner Huntington, seconded by Commissioner Schultz to approve the minutes of June 24, 2014 and June 24, 2014 Board of Equalization. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to approve the transfer of \$80,000 from the Bixby Sewer District Fund to the General County Fund. Ayes all.

Commissioner Ebeling offered the following **Resolution** seconded by Commissioner Huntington

**RESOLUTION AMENDING SECTION 302 AND SECTION 704 OF THE STEELE COUNTY ZONING ORDINANCE #22**

**WHEREAS** the Steele County Zoning Ordinance was adopted on November 9<sup>th</sup>, 1993 and filed with the Steele County Recorder as Document # 239700; and,

**WHEREAS** Minnesota Statute 394.25 allows amendments to Zoning Ordinance by petition; and,

**WHEREAS** the Planning Commission received a petition to amend the ordinance, held a Public Hearing on such petition on June 2nd, 2014 and forwarded its recommendation to the Steele County Board of Commissioners.

**NOW THEREFORE BE IT RESOLVED:** that the Steele County Board of Commissioners amends Section 302 and Section 704 of the Steele County Zoning Ordinance to add the following:

**Section 302 Definitions**

Supervised Living Facility. A facility licensed by the Minnesota Department of Human Services under Minnesota Rules, Chapter 9530, and used to provide counseling and treatment services to persons living on the facility property who suffer from addictive diseases and/or behavioral disorders.

**Section 704. Conditional Uses**

17) Supervised Living Facility.

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 Huntington, seconded by Commissioner Schultz to approve of Conditional Use Permit #383 for Meridian Behavioral Health in Block 1, Lot 1, 2 and 3, Gainey Center Addition in Owatonna Township, with conditions per the Planning Commission and to approve the Findings of Fact. Ayes all.

Motion by Commissioner Kubicek seconded by Commissioner Schultz to accept the petition from the City of Owatonna for a repair and realignment of a portion of Steele County Public Tile #8. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Kubicek to set the time for hearing on Public Tile Ditch #8 for August 7, 2014 at 12 p.m. and to hold a hearing for Judicial Ditch #24 at 12:30 p.m. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to refer the correspondence from the Steele County Humane Society to the Internal Central Services. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Ebeling to approve the Stanly Integrator Programing updates for the Detention Center in the amount of \$3,135.00. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Kubicek to approve the PH-Doc Maintenance and Support Ratification for Public Health Nurse. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to approve the Somali Interpreter Agreement for Public Health Nurse. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Kubicek to approve the information sharing Agreement between Public Health Nurse and Genoa Pharmacy located at the South Central Human Relations in preparing prescriptions in a pre-packaged format. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to Amend the Contract for Child Support Supervision to include Waseca County in addition to Dodge County through the remainder of the year. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to Table the request to Contract for a Social Worker position. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to approve the following personnel actions. Ayes all.

**New Hires/Transfers**

<i>Name</i>	<i>Position</i>	<i>Grade, Step</i>	<i>Start Date</i>
Dawn Raadt	Social Worker – Human Services	29/4	7/14/14
Linda Bettin	OSS III – Public Health	15/1	7/14/14
Sean Robbins	Deputy – Sheriff’s Dept.	21/1	7/21/14

**Resignations**

<i>Name</i>	<i>Position</i>	<i>End Date</i>
Chassidy Dunbar	OSS IV – Human Services Dept.	7/25/14

**Anniversaries:**

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Anniv. Date</i>	<i>Yr Service</i>
Jed Loftus	Corporal – Detention Ctr.	6	7/7/14	6
Elizabeth Brady	Maint. Supervisor – Hwy Dept.	9	7/12/14	4
Richard Wandrey	Asst. Admin. – Detention Ctr.	13	07/16/14	13
Luis Irizarry	Correctional Off. – Detention Ctr.	8	7/20/14	9
Jennifer Dunn-Foster	Asst. County Attorney I	10	7/21/14	4

**Open Positions-Pending Board Approval:**

<i>Position</i>	<i>Department</i>	<i>Notes</i>
OSS IV	Human Services	Replace Dunbar

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

**WHEREAS**, A State of Emergency for conditions resulting from the flooding event starting June 16, 2014 was declared by Steele County on June 17, 2014; and

**WHEREAS**, the weather conditions have improved and heavy rains are no longer predicted in the immediate forecast; and

**WHEREAS**, water levels of the standing waterways have lowered and are within their banks; and

**WHEREAS**, a recommendation for this action has been received from Mike Johnson, Steele County Emergency Management Director.

**NOW, THEREFORE, BE IT RESOLVED**, the State of Emergency declared June 17, 2014 will be formally terminated at 11:59 p.m. July 8, 2014.

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 Ebeling, seconded by Commissioner Huntington to authorize the Administrator and Human Resource Director to develop and send in for a rating two new positions in the Administrator's office, an Assistant Human Resource Director and a Human Resource Generalist to be added for MN Prairie. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Kubicek to authorize the Administrator and Human Resource Director and County Attorney to continue negotiations for a contract with MN Prairie for Human Resource Services. Ayes all.

Motion by Commissioner Ebeling, seconded by Huntington to Contract with Fox Lawson & Associates for a Classification/Compensation study in amount not to exceed \$16,000 and authorize staff to evaluate services needed. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to authorize the sale of the Medford Tower and surplus file cabinets. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to authorize extending the lease with Roger Borwege for the Medford Tower for six months in the amount of \$1,500. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Kubicek to approve of the following listing of bills and Human Services in the amount of \$70,143.63. Ayes all.

Listing of Bills  
7/8/2014

A'viands, LLC	16,298.78
Advanced Correctional Healthcare, Inc.	7,787.61
Amazon	2,223.38
Anoka County Human Services	12,420.00
Blooming Prairie Well Co.	2,021.60
Businessware Solutions Corporation	2,970.27
Cretex Concrete Products Midwest, Inc.	7,698.46
DLT Solutions	3,956.91
Fafinski Mark & Johnson PA	6,218.00
Freeborn County Auditor-Treas.	6,725.82
Harlands Tire & Auto Center	2,774.46
Integra Telecom	3,079.56
Loken Excavating & Drainage	2,134.00
Mayo Clinic	4,650.00
Mayo Clinic Health System- MCHS Owatonna	2,297.00
MCF- Red Wing	7,616.00
Moore Md/Kellyanna J	6,000.00
Owatonna Heating & Cooling Inc.	15,195.85
Owatonna Hospital	2,111.60
Owatonna Police Dept.	6,624.08
Owatonna Public Utilities	26,501.32
Phoenix Recovery Programs	2,265.48
Riverland Community College Austin	2,880.00
Schindler Elevator Corp, Inc.	2,438.04
SeaChange Printing & Marketing Serv. LLC	6,198.31
Short Elliott Hendrickson, Inc.	3,712.17
Southern MN Construction Co. Inc.	10,201.34
Steele County Revenue	3,572.92
Stoel Rives LLP	4,860.00
Taser International	7,259.32
Thomas/Timothy John	3,175.00
Tri- M Graphics	2,166.53
Turnkey Corrections	5,142.48
Univ. of MN Regents	40,626.00
155 Warrants under 2,000	<u>52,825.06</u>
<b>Total:</b>	<b>\$292,403.95</b>

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to adjourn to the call of the Chair at 7:37 p.m. Ayes all.

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CHAIRMAN

ATTEST: \_\_\_\_\_  
County Auditor