

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSONERS

SPECIAL SESSION

June 24, 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 June 24, 2014 with Commissioners Johnson, Schultz, Ebeling and Huntington present. Commissioner Kubicek absent. Also present were County Attorney Dan McIntosh, County Assessor Bill Effertz, County Sheriff Lon Thiele, Engineer Anita Benson, Planning & Zoning Director Dale Oolman, Probation Services Director Mike McGuire, County Administrator Tom Shea and Deputy County Auditor Jody Hartle.

Call to Order and Pledge of Allegiance.

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

Motion by Commissioner Schultz, seconded by Commissioner Ebeling to approve the minutes of June 10, 2014, June 17, 2014 Emergency Session and June 17, 2014 Board of Appeal & Equalization. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve the On and Off Sale 3.2 Licenses for R & L Pit Stop, Inc. of Hope and to approve the 3.2 License for Holy Trinity Church for their Festival to be held on July 27, 2014 with the fee to be waived. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to approve the Primary Recount Agreement with the Secretary of State. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to approve the General Recount Agreement with the Secretary of State. Ayes all.

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

WHEREAS, Steele County is required by Minnesota Statute 203B.121, Subd. 1 to establish a UOCAVA Absentee Ballot Board effective June 25, 2014; and

WHEREAS, this board will bring uniformity in the processing of accepting or rejecting returned UOCAVA absentee ballots in Steele County; and

WHEREAS, the UOCAVA Absentee Ballot Board would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 or deputy county auditors trained in the processing and county of absentee ballots:

THEREFORE, BE IT RESOLVED THAT, the Steele County Board of Commissioners hereby establishes a UOCAVA Absentee Ballot Board that would consist of a sufficient number of election judges as provided in Sections 204B.19 to 204B.22 or deputy auditors to perform the task.

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

Motion by Commissioner Schultz, seconded by Commissioner Huntington to accept and place on file the correspondence from the Department of Employment and Economic Development for the Minnesota Investment Fund Assistance and the MN Pollution Control Agency regarding Pirkl Propane Storage Expansion Project. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Ebeling to refer the Veterans Memorial Expansion to Public Works from Internal Central Services Committee. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to approve the 2014 appropriation for the Ellendale EDA in the amount of \$5,000. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to approve the payment of the 2014 annual allocations as follows. Ayes all.

City of Blooming Prairie	5,000.00
City of Ellendale	5,000.00
City of Medford	5,000.00
Partners for Progress	1,000.00
So Mn Initiative Foundation	5,000.00
FarmAmerica	500.00
Blooming Prairie Ambulance	5,000.00
Ellendale Ambulance	5,000.00
Southern Mn Tourism	1,200.00
US Highway 14 Partnership	1,600.00

Motion by Commissioner Schultz, seconded by Commissioner Huntington to refer the Humane Society land request to the Public Works Committee. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to approve the purchase of a copy/printer for the Assessor's Department with fund to come from the Compliance Fund. Ayes all.

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

**ORGANIZING THE
STEELE COUNTY WEED MANAGEMENT ASSOCIATION**

WHEREAS, invasive weeds can effect human and animal health; and,

WHEREAS, invasive weeds can cause economic hardship; and,

WHEREAS, invasive weeds are on the State of Minnesota's Prohibited Noxious Weed list.

NOW THEREFORE BE IT RESOLVE, that the Steele County Board of Commissioners do hereby organize the Steele County Cooperative Weed Management Association with members to consist of 3 Township Officials, 1 County Commissioner, 1 Agriculture Inspector and 1 Representative from the Soil and Water District.

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

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

**RESOLUTION AUTHORIZING STEELE COUNTY TO SUBMIT A SMALL
COMMUNITY WASTEWATER TREATMENT PROGRAM TECHNICAL ASSISTANCE GRANT
APPLICATION TO THE MINNESOTA PUBLIC FACILITIES AUTHORITY (PFA).**

WHEREAS, Steele County is hereby applying to the Minnesota Public Facilities Authority for funds to be used for eligible technical assistance costs, and;

WHEREAS, Steele County has the legal authority to apply for the funds.

NOW, THEREFORE BE IT FURTHER RESOLVED that Steele County is hereby authorized to submit a Small Community Technical Assistance Grant application to the Minnesota Public Facilities Authority and the Steele County Board of Commissioners Chair and Vice Chair are authorized to sign the Small Community Technical Assistance Grant Agreement.

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

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to rescind approval of TerraFlex software previously approved. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve the purchase of ESRI ArcPad software license in the amount of \$610.26 with the cost to be paid from the Compliance Fund. Ayes all.

The Board of Appeal & Equalization Reconvened at 7:15 p.m.

The County Board reconvened at 7:26 p.m.

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to award the contract for SAP 74-634-012 to Doyle Connor Co. in the amount of \$121,345.73. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve the quote from Seykora Asphalt Maintenance & Paving in the amount of \$13,501.00. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to approve the Agreement with Jaguar for internet service at a rate of \$150 per month at the Four Seasons. Ayes all.

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

New Hires/Transfers. Positions previously approved by Board. Individuals and start dates submitted for approval:

<i>Name</i>	<i>Position</i>	<i>Grade, Step</i>	<i>Start Date</i>
Christy Hormann	Chief Deputy, County Attorney	42/9	06/28/14
Sarah Dillon	OSA V – Records, Sheriff’s Dept.	17/1	07/07/14

Resignations/Retirements:

<i>Name</i>	<i>Position</i>	<i>End Date</i>
Janet Hansen	Home Health Aide – Public Health	06/09/14
Karen Berg	Custodial Worker – Bldg & Grounds	07/31/14
Janel Pitzen	Social Worker – Human Services	08/15/14

Leave of Absence Requests:

<i>Name</i>	<i>Position-Dept</i>	<i>Pursuant to Personnel Rules & Policies Section</i>	<i>Effective Date</i>
Christy Hormann	County Attorney II	7.4.1 (Leaves of Absence)	06/28/14

Open Positions-Pending Board Approval:

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Correctional Officer	Detention Center	Backfill Vacant Position
Social Worker – Child Protection	Human Services	Backfill for Pitzen
Custodial Worker	Bldg & Grounds	Backfill for Berg

Motion by Commissioner Schultz, seconded by Commissioner Ebeling to approve the purchase of backup hardware and software for the Application Xtender program in the amount of 45,357.00 with funds to come out of the Recorder’s Technology Fund. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to authorize pursuing negotiations with MN Prairie for Steele County providing HR services. Ayes all

Motion by Commissioner Huntington, seconded by Commissioner Schultz to request consideration of a Steele/Waseca Probation Services option as part of the Community Corrections/Probation Services study. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to adopt the Law Library Fee Schedule. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to approve the following listing of bills and Human Services in the amount of \$479, 969.31. Ayes all.

LISTING OF BILLS

6/24/2014

A & S Training, LLC	2,000.00
A’viands, LLC	5,480.52
Blooming Prairie ISD 756	2,500.00
Cedar Valley Services, Inc.	6,176.00
Central Valley Cooperative	11,252.15
Clark Equipment, Co.	12,701.49
CliftonLarsonAllen, LLP	8,300.00
Cole’s Electric, Inc.	2,776.00
Computer Forensic Services	3,443.75
Crane Creek Asphalt	6,016.50
Curts Truck & Diesel SVC	3,803.67
Delta Waseca, Inc.	3,107.00
Erickson Trucks’n Parts	4,033.00

Falkstone, LLC	11,757.06
Groff/Stanley A.	9,170.00
High Point Networks	2,504.00
Hosfield/John C.	3,652.50
Huckle Media, LLC	4,340.26
Independent School Dist. 761	26,000.00
Industrial Properties, LLC	15,525.00
ISD 761 Owatonna Community Ed.	2,986.50
Leo A. Hoffmann Center, Inc.	18,972.00
Marvin/Elizabeth M.	6,163.95
Medford Public Schools	10,500.00
Medford Sand & Gravel, LLC	13,874.75
Met- Con Construction Faribault Div.	7,671.15
MHSRC- Range	3,168.00
Midwest Playscapes, Inc.	2,674.00
Napa Auto Parts	2,043.03
Northland Farm Systems	4,924.13
Southeast Services Cooperative	2,626.20
Steele County Public Health	3,000.00
Steele County Revenue	139,319.85
Steele County Treasurer	14,000.00
Stonebrooke Engineering, Inc.	14,556.93
Superior Jetting, Inc.	2,273.75
Turnkey Corrections	3,267.75
Village Ranch, Inc.	5,591.47
Waste Management of WI-MN	48,526.36
Zuercher Technologies, LLC	16,385.00
151 Warrants under \$2,000	<u>62,512.88</u>
Total:	\$529,576.60

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to adjourn to the Call of the Chair at 7:50 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
County Auditor