

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSONERS

SPECIAL SESSION

May 27, 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 May 27, 2014 with Commissioners Ebeling, Kubicek, Schultz and Huntington present. Also present were County Sheriff Lon Thiele, Environmental Services Director Scott Golberg, Planning & Zoning Director Dale Oolman, County Engineer Anita Benson, Attorney Dan McIntosh, Human Services 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 Schultz to approve the agenda. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Kubicek to approve the minutes of May 13, 2014. Ayes all.

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

WHEREAS, adult and child foster care, serving as the primary source of family, caring, identity, self-esteem and support, is the very foundation of our communities and our County, and

WHEREAS, in Steele County there are 43 children and 105 adults in foster care being provided with a safe, secure and stable home along with the compassion and nurture of a foster family or corporate staff, and

WHEREAS, all people in foster care need a meaningful connection to a caring person who becomes a supportive and lasting presence in their lives, and

WHEREAS, foster care vendors, who open their hearts and support persons who are in crisis or need long-term support, play a vital role in helping those persons heal and reconnect thereby launching people into successful lives, and

WHEREAS, there are numerous individuals, public and private organizations who work to increase public awareness of the needs of children and adults in foster care as well as the enduring and valuable contribution of foster care providers and the foster care “system” is only as good as those who choose to be part of it.

NOW, THEREFORE, in recognition that Steele County would be less successful without the contributions of its foster parents and corporate foster care facilities, I, Commissioner Nina Huntington, Vice-Chair of the Steele County Board of Commissioners, do hereby proclaim the month of May 2014 as

FOSTER CARE MONTH

And call upon all Steele County citizens to come forward and join Steele County in celebration of National Foster Care Month and urge Steele County citizens to do something positive that will help *change a lifetime* for children and adults in foster care.

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

Tracy Reiter was present from Human Services to present the “Angel Heart Award” for Child Foster Care to Karen and Shawn Smith.

Bill Zishka was present from Human Services to present the “Daisy Heart Award for Adult Foster Care to Jake Saloman, Program Coordinator at REM Woodvale, Inc.

Sheriff Lon Thiele was present to do the swearing in ceremony for Deputies Chet Macht and Mike Smith.

Motion by Commissioner Kubicek, seconded by Commissioner Ebeling to approve the following Tobacco Licenses: Anhorn’s of Medford and R & L Pit Stop of Hope. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Kubicek to approve the Boat & Water Grant Agreement in the amount of \$2,315. 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 an Absentee Ballot Board effective June 25, 2014; and

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

WHEREAS, the 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 an 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, four Commissioners voted in favor thereof, Commissioner Johnson absent and not voting. A copy of the Resolution is on file in the Auditor's office.

Motion by Commissioner Schultz, seconded by Commissioner Ebeling to approve the PRISM (Property Record Information System of MN) Grant Contract in the amount of \$3,529.41 and authorize signatures. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Ebeling to adopt the Findings of Fact for Interim Use Permit 2014-03 for Mathiowetz Construction in Section 28-107-20 of Owatonna Township. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve of the change order on County Ditch 21 from June 1st to September 1st. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Kubicek to refer the correspondence from the Southern Minnesota Initiative Foundation to the Internal Central Services Committee. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to enforce the Health Insurance Premium Recovery policy and anyone who is on FMLA would be subject to recovery of premiums if they don't return to work. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Ebeling to approve the purchase of Email Archiving software in the amount of \$18,210 for the initial purchase and one year of support. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to have the Safety Committee review the Department of Labor report and move forward with it and to also redevelop the mission and charter or create a charter if one does not exist. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Ebeling to approve the Access Variance Request on CSAH 45 in Section 16-108-20 with conditions. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve the Professional Service Agreement with Bolton & Menk for the CSAH 34 Traffic & Infrastructure Improvement Needs Study in an amount not to exceed \$67,926.39. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Ebeling to authorize the Environmental Services Director to propose and send a new waste delivery contract to all haulers and Viracon that would have a two-year term, 2015-2016 with a \$42/ton tip fee rate. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Schultz to approve a 75% fee waiver for the City of Ellendale for disposal of a fire destroyed residential home. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Kubicek to approve signing a Grazing Contract with Hiawatha Valley Resource Conservation & Development Council and a local herdsman to remove wild parsnip from the north end of the landfill property. Ayes all.

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

New Hires

| <i>Name</i> | <i>Position</i> | <i>Grade, Step</i> | <i>Start Date</i> |
|------------------------|--------------------------|--------------------|-------------------|
| Brad Forcelle | Correctional Officer | 22/Start Step | 5/19/14 |
| Michael Smith | Deputy – Sheriff’s Dept. | 21/1 | 5/21/14 |
| Priscila Garcia Chavez | OSS IV – Human Services | 16/1 | 5/23/14 |
| Steve Schulz | Correctional Officer | 22/Start Step | 5/27/14 |
| Roxanne Ascheman | Correctional Officer | 22/Start Step | 5/28/14 |
| Marcus Twaddle | Correctional Officer | 22/Start Step | 5/29/14 |

Commissioner Kubicek offered the following **Resolution**, seconded by Commissioner Schultz

Be it Resolved, by the Steele County Board of Commissioners that Steele County Public Health enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety projects during the period from October 1, 2014 through September 30, 2015.

The Steele County Board Chair is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of Steele County Public Health and to be the fiscal agent and administer the grant.

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

Motion by Commissioner Ebeling, seconded by Commissioner Kubicek to award the bid for SAP 74-014-001 for 2014 County Striping to AAA Striping Service Co. from St. Michael, MN in the amount of \$72,218.76. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to award the bid for SP 074-070-003 for 2014 HSIP Striping to AAA Striping Service Co. from St. Michael, MN in the amount of \$122,256.92. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Kubicek to accept the high bid of \$37,500 for the sale of the Thompson machine gun in the Sheriff’s office. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Ebeling to approve Out of State travel for Nick Donahue to attend training May 27 – 31 in Fresno, CA. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Kubicek to accept the job descriptions and salary survey from Bjorkland Consulting but not the grading system and to authorize staff to look at finding another consultant. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Schultz to approve the LELS Memorandum of Understanding for the Detention Center. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to appoint Cathy Piepho to the MN Prairie Finance Committee. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Kubicek to deny the AFSME Grievance on items B, C, D, E, F & G and to reduce the discipline on item A to a record of conversation. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Schultz to approve the Contract with Riverland Community College for Excel Training for employees. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve the following listing of bills and Human Services bill in the amount of \$151,900.20. Ayes all.

LISTING OF BILLS

5/27/2014

| | |
|----------------------------------|-------------|
| 3D Specialties | \$ 2,178.67 |
| A’viands LLC | 15,315.37 |
| Anoka County Human Services | 15,012.00 |
| Central Valley Cooperative | 7,274.85 |
| Election Systems & Software Inc. | 10,821.39 |
| Industrial Properties LLC | 15,525.00 |

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|-----------------------------------|------------------|
| Jones Haugh & Smith Inc. | 4,525.00 |
| Kiesler's Police Supply Inc. | 3,394.32 |
| L & L Street Rods & Sport Trucks | 2,375.00 |
| Leo A Hoffmann Center Inc. | 16,365.00 |
| Motorola Solutions Inc. | 8,060.97 |
| Olmsted County Community Services | 3,465.00 |
| RDO Equipment Co., Inc. | 4,434.55 |
| Steele County Central Services | 4,634.72 |
| Steele County Revenue | 9,782.67 |
| Steele County Treasurer-PCP | 19,167.10 |
| Turnkey Corrections | 7,205.67 |
| Uniforms Unlimited, Inc. | 2,125.67 |
| Verizon Wireless | 3,065.65 |
| Village Ranch Inc. | 2,705.55 |
| Waste Management of WI-MN | 48,401.68 |
| 129 Payments less than \$2,000 | <u>60,391.08</u> |
| TOTAL: | \$266,226.91 |

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to adjourn to the Call of the Chair at 8:00 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
 AUDITOR