

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSONERS

SPECIAL SESSION

October 14, 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 October 14, 2014 with Commissioners Kubicek, Huntington, Johnson and Schultz present. Commissioner Ebeling was absent. Also present were Planning & Zoning Director Dale Oolman, County Attorney Dan McIntosh, Public Works Director Anita Benson, Environmental Services Director Scott Golberg, County Sheriff Lon Thiele, Assistant Finance Director Cathy Piepho, Jail Administrator Ron Hammann, Human Services Director Charity Floen, Emergency Management Director Mike Johnson, County Administrator Tom Shea and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

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

Motion by Commissioner Schultz, seconded by Commissioner Huntington to approve the minutes of September 30, 2014. Ayes all.

Emergency Management Director Mike Johnson was present to recognize the following individuals.

Recognition of Tom Karnauskas, AMEM 2014 State Outstanding Volunteer.

Recognition of National Weather Service 1915 Joe Strub Memorial Award to Steele County Skywarn member Dave Purcell.

Commissioner Johnson presented Mike Johnson with the AMEM 2015 Meritorious Service Award.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to approve the Application to conduct Off-site Gambling for the Owatonna Wrestling Association at the Monterey Ballroom. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Schultz to approve Conditional Use Permit #214 review for Medford Sand & Gravel – Medford Pit in Medford Township with conditions per the Planning Commission and to approve the Findings of Fact. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Kubicek to place on file the correspondence from Rep. David Bly regarding the Regional Passenger Rail Project and Notice of Public Hearing from the City of Owatonna. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to approve the Human Services accounts receivable write offs in the amount of \$65,609.59. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Kubicek to approve entering into a Contract with Olmsted County for the “Whatever it Takes Grant”. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Kubicek to approve the IT Contract between Steele County and MNPrairie and to authorize signatures. Ayes all.

Commissioner Kubicek offered the following Resolution, seconded by Commissioner Huntington

**PROCLAMATION**

**WHEREAS:** Governor Mark Dayton has proclaimed Wednesday, October 15, 2014 as County Financial Worker and Case Aide Day, the Steele County Board of Commissioners will join him in making a similar local proclamation; and

**WHEREAS:** County Financial Workers and Case Aides of Steele County are dedicated to providing outstanding service to the residents of the communities in the county; and

**WHEREAS:** County Financial Workers and Case Aides are responsible for handling with prudence, the dollars spent annually and meet the challenge of high standards of performance whilst determining eligibility for public assistance; and

**WHEREAS:** The duties performed by County Financial Workers and Case Aides require they be well versed and continually build upon their knowledge and skills regarding the federal and state legislation in order to effectively, efficiently, and professionally provide clients and the general public with the appropriate services; and

**WHEREAS:** The Steele County Board of Commissioners wish to recognize the valuable service that the Financial Workers and Case Aides provide to the citizens of Steele County.

**NOW, THEREFORE, WE THE STEELE COUNTY BOARD OF COMMISSIONERS,** do hereby affirm and hereby join in proclaiming Wednesday, October 15, 2014, as:

**STEELE COUNTY FINANCIAL WORKER AND CASE AIDE DAY**

With appreciation.

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

Motion by Commissioner Kubicek, seconded by Commissioner Schultz to approve the Landfill Waste Delivery Contracts and to authorize the Chairman to sign the contracts and additional Waste Delivery Contracts as they come in. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to approve the out of State travel request for Lon Thiele to deliver the Thompson Gun to Arizona. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Schultz to authorize the Sheriff to obtain bids for the purchase of a squad car and bring back to the October 28, 2014 board meeting. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to approve the Out of State travel request for Lon Thiele to attend training at the Supervisor Leadership Institute in Savannah, Georgia November 17-21, 2014. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to approve the Access Variance Request on CR 107 for the Smith property. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to approve the Access Variance Request on CSAH 2 to allow a ¾ access for the City of Owatonna. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Kubicek to approve the ModSpace Lease Renewal located at the temporary highway shop location in the amount of \$339.20 per month. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to approve the purchase of a Stump Grinder in the amount of \$6,446.32 from Bobcat of Mankato. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Schultz to approve the purchase of a Brush Chipper in the amount of \$41,900 from Tri-State Bobcat. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to approve the purchase of 2 Flatbed Utility Trucks for a total purchase price of \$118,381.76. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Schultz to reaffirm the county policy that for county routes located in city limits the county is responsible to maintain and service the through travel lanes. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Kubicek to approve the draft 2015-2025 Transportation Capital Improvement Plan. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to set a Public Hearing on the Transportation Plan for November 25, 2014 at 7:15 p.m. at the Administration Center. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Schultz to set a Public Hearing for December 16, 2014 at 7:15 p.m. for the local sales tax option. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Kubicek to approve the following ditch levies for 2015: : JD #5-7%; JD #6-7% + int.; JD #7-20%; JD #10-18%.+ int.; JD #11-5%; JD #12-10%; JD #23-3%; JD #24- 4%; CD #1-1%; CD#1, CH BR-20% + int.; CD #2-3%; CD #4-.5%; CD #5-.6%+ int.; CD #19-

5%; CD #20-5%; CD #21-20%+int.; CD #22-2.5%; CD #23-3%; CD #27-10%; PTD #7-.5% + int.; PTD #8-20%; PTD #9-18% + int.; PTD #10-5%; PTD #11-11% + int.; PTD #17-10%, PTD #18-10% and JD #2-4.5%. Ayes all.

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

**New Hires/Promotions:**

<i>Name</i>	<i>Position</i>	<i>Grade, Step</i>	<i>Start Date</i>
Kevin Kozel	Corporal – Detention Center	25/2	10/15/14
Jackie Berg	HR Generalist – Human Resources Dept.	23/11	10/27/14

**Retirements:**

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
MaraLou Brose	Adult Health Lead	Public Health	9/30/14
Steven Rohlik	Treasurer/Finance Director	Treasurer	1/5/15

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to approve the Administrator Search Profile as presented with recommended changes. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to accept the Pratt Community Technical Assistance Grant from the Public Facilities Authority and to authorize signatures. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to approve the Contract with Wenck & Associates to complete a Community Assessment report for Pratt and to authorize the Planning & Zoning Director to sign. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to appoint Commissioner Johnson as the AMC Delegate and Commissioner Kubicek as alternate. Ayes all.

Commissioner Kubicek reported on the Fair Board-it was a successful fair this year and they are looking at appointing a Committee to work on a plan for the race track. He also reported on the Soil & Water Conservation District meeting he attended.

Commissioner Huntington reported on her attendance at the MNPrairie meeting and have been working on an IT Contract with Steele County.

Commissioner Schultz-No report

Motion by Commissioner Huntington, seconded by Commissioner Schultz to approve the following listing of bills. Ayes all.

LISTING OF BILLS  
10/14/2014

180 Degrees, Inc.	3,349.51
A'viands, LLC	21,707.96
Advanced Correctional Healthcare, Inc.	7,840.15
Alcohol Monitoring System, Inc.	2,061.70
Apex Industries, Inc.	42,700.00
APG Media of Southern Minnesota, LLC	2,619.92
Barna Guzy & Steffen, Ltd.	2,712.50
Businessware Solutions Corporation	4,622.64
CDW Government, Inc.	5,148.76
Computer Professionals Unlimited, Inc.	4,311.00
Crane Creek Asphalt	2,269.07
FFF Enterprises	9,200.20
Four Seasons Centre	2,400.00
Stanley A. Groff	7,959.95
Hodgman Drainage Co. Inc.	44,090.15
Integra Telecom	3,083.48
Kwik Trip, Inc.	5,170.04
L & M Boiler Systems Corporation	9,935.00
MCCC MI 33	5,000.00
MCF - Red Wing	11,732.00

NEC Financial Services, LLC	4,269.61
Owatonna Police Dept.	11,631.04
Owatonna Public Utilities	27,571.75
Phoenix Recovery Programs	2,265.48
R & K Electric, Inc.	2,390.88
R & R Specialties of Wisconsin, Inc.	13,446.95
S & T Office Products, Inc.	2,491.83
SCR Southern – Rochester	4,739.24
SeaChange Printing & Marketing Service, LLC	10,269.14
SHI International Corporation	18,155.20
Short Elliott Hendrickson, Inc.	4,305.84
Southern MN Construction, Co. Inc.	2,929.77
Steele County Revenue	4,006.11
Steele County Soil & Water Conservation Dist.	32,594.00
Stonebrooke Engineering, Inc.	59,817.07
Thermo King Sales & Service, Inc.	3,618.43
Turnkey Corrections	5,660.29
University of MN Regents	42,092.23
Waste Management of WI-MN	48,651.04
223 Warrants under \$2,000	95,147.13
<b>Total:</b>	<b>\$593,967.16</b>

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

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CHAIRMAN

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