

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSONERS

SPECIAL SESSION

September 30, 2014

STATE OF MINNESOTA)

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COUNTY OF STEELE )

The Steele County Board of Commissioners met in Special Session at 4:00 p.m. on September 30, 2014 with Commissioners Huntington, Johnson, Schultz, Ebeling and Kubicek present. Also present were County Treasurer Steve Rohlik, Planning & Zoning Director Dale Oolman, Human Resource Director Julie Johnson, County Sheriff Lon Thiele, Interim Community Services Director Stan Groff, Assistant Finance Director Cathy Piepho, 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 Huntington, seconded by Commissioner Kubicek to approve the minutes of September 9, 2014 and the September 23, 2014 listing of Bills. Ayes all.

Sheriff Lon Thiele was present for the Swearing in Ceremony of the new deputies, Shawn Robbins, Tommy Adams and Ben Frear.

Motion by Commissioner Kubicek, seconded by Commissioner Schultz to approve Conditional Use Permit #387 for Armstrong Family Farms in Section 25-108-19 in Merton Township for a liquid propane tank with conditions for the Planning Commission and to accept the Finding of Facts. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Kubicek to approve the supplement Boating Safety Grant in the amount of \$6,162 and to authorize signatures. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to approve the following Personnel Actions. Ayes all.

**New Hires/Promotion:**

<i>Name</i>	<i>Position</i>	<i>Grade, Step</i>	<i>Start Date</i>
Laurie Mahnke	OSS II Human Services	Grade 14/2	9/22/14
Mark Blowers	Network Support Specialist	Grade 26/3	9/22/14
Jed Loftus (promotion)	Sergeant – Detention Center	Grade 29/6	10/1/14
Ben Frear	Deputy – Sheriff’s Dept.	Grade 27/1	10/6/14
Kristy Bentley	RN – Public Health	Grade 27/1	10/6/14

**Resignations:**

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Alicyn Hinze	Correctional Officer	Detention Center	9/29/14
Crystal Chappuis	Correctional Officer	Detention Center	10/5/14
Dalton Wanous	Maintenance Aid Assistant	Highway	10/10/14

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve the Health Insurance Renewal Rates and the HSA/VEBA Employer Contributions for 2015. Ayes all.

County Treasurer Steve Rohlik gave a presentation on the 2015 Preliminary Levy and Budget.

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

**BE IT RESOLVED**, that the preliminary net tax levy for 2015 be set at \$21,657,511 and the preliminary total budget be set at \$41,860,573.

**BE IT FURTHER RESOLVED**, that the County Board set the time, date and location of the County Board meeting at which the final budget/tax levy will be discussed on December 16, 2014 at 6:00 p.m. This meeting will be held in the Steele County Administration Board Room.

Upon the vote being taken, five Commissioners voted in thereof, non-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 budget schedule. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to place on file the correspondence from NACO regarding Membership participation. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to approve the salary range for the County Administrator Position. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Kubicek to approve the Personnel Policy Handbook Change amending the personnel policy to state that employees who are promoted to a higher graded position may be offered up to 5% for each grade of the higher position. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to approve the low bid from Ringhofer Construction, Inc. for the Security Improvements at Public Health in the amount of \$12,240. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Huntington to authorize the County Attorney, Human Resource Director and Administrator convene a committee to handle private and HIPPA protected data. Ayes all.

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

**RESOLUTION OF THE STEELE COUNTY BOARD OF COMMISSIONERS**  
Clean Water Partnership Project Implementation Loan Agreement - Amendment No. 1

**BE IT RESOLVED** by the Steele County Board of Commissioners that, as Loan Sponsor and Project Sponsor, on May 22, 2012, the Board passed a Resolution to enter into the Minnesota Clean Water Partnership Project Implementation Loan Agreement along with the Minnesota Pollution Control Agency to conduct the Steele County Septic System Loan Program Project.

**BE IT FURTHER RESOLVED** by the Steele County Board of Commissioners that Environmental Services Director, Scott Golberg, was authorized on May 22, 2012, by resolution of the Board, to serve as Project Representative and represent the Board in all matters which, according to the conditions of the Minnesota Clean Water Partnership Project Implementation Loan Agreement, do not specifically require action by the Board.

**BE IT FURTHER RESOLVED** by the Steele County Board of Commissioners that Environmental Services Director, Scott Golberg, was authorized on May 22, 2012, by resolution to execute loan disbursement requests for the above referenced project to the Minnesota Pollution Control Agency on behalf of the Board.

**BE IT FURTHER RESOLVED** by the Steele County Board of Commissioners that Environmental Services Director, Scott Golberg, be authorized to execute the Minnesota Clean Water Partnership Project Implementation Loan Agreement amendment for the above referenced Project on behalf of the Board, as Project and Loan Sponsor. This is retroactive to and amends the previous Resolution dated May 22, 2012, with respect to the SRF0259 Clean Water Partnership Project Implementation Loan Agreement.

**WHEREUPON** the above resolution was adopted at regular meeting of the Steele County Board of Commissioners this 30th day of September, 2014.

Upon the vote being taken, five Commissioners voted in 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 Schultz to schedule a public hearing for November 25, 2014 at 7:15 p.m. to reapprove the Resolution forming a regional railroad authority. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Huntington to approve the Access Permit Variance for CSAH 45 to allow one access and eliminate two access points. Ayes all.

Motion by Commissioner Kubicek, seconded by Commissioner Schultz to approve the Access Variance Request on County Road 180 to allow one access and eliminate one access point. Ayes all.

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

To authorize the final payment for the Contract No. 147003 in the amount of \$5,789.82 to AAA Striping Service for the 2014 HSIP Striping project.

Upon the vote being taken, 5 Commissioners voted in favor thereof, none 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

**IT IS RESOLVED** that Steele County enter into Mn/DOT Agreement No. 06493 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use and maintenance of County State Aid Highway's No. 4, No. 3 and No. 45 as a detour route during the contract construction to be performed upon, along and adjacent to Trunk Highway No. 35 from 0.02 miles north of Trunk Highway No. 90 to 0.78 miles north of Trunk Highway No. 30 under State Project No. 2480-104 (T.H. 35=390).

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

Commissioner Kubicek--attended Representative Petersburg's Transportation discussion.

Commissioner Ebeling-no report.

Commissioner Johnson-no report.

Commissioner Huntington-reported on the Drug Court meeting--increasing number of participants and MN Prairie hired an Executive Director, Jane Hardwig.

Commissioner Schultz- no report.

Motion by Commissioner Huntington, seconded by Commissioner Ebeling to adjourn to the Call of the Chair at 5:30 p.m. Ayes all.

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CHAIRMAN

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