

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSONERS

SPECIAL SESSION

January 27, 2015

STATE OF MINNESOTA)

) ss

COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 7:00 p.m. on January 27, 2015 with Commissioners Glynn, Brady, Schultz, Ebeling and Huntington present. Also present were County Attorney Dan McIntosh, Environmental Services Director Scott Golberg, Public Works Director Anita Benson, Planning & Zoning Director Dale Oolman, Chief Deputy Scott Hanson, Jail Administrator Ron Hammann, 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 Brady to approve the minutes of the January 6, 2014. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Glynn to approve Conditional Use Permit #389 for Ron Janning for a Farm storage building in Section 16-105-19 of Blooming Prairie Township with conditions per the Planning Commission and to approve the Findings of Fact. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Schultz to approve replacing a Public Health Nurse vacancy. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Glynn to approve the contract with Hildi Inc. to prepare the actuarial calculations relating to other post-employment benefits (OPEB) as required under GASB 45 at a cost of \$6,500. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Brady to approve the new agreement with Wells Fargo Advisors and authorize Cathy Piepho as an authorized signer to make investment decisions of behalf of Steele County. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Schultz to approve the purchase of new office furniture for the County Treasurer at an approximate cost of \$2,670. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Glynn to approve the leave of absence request (per Minn. Statute 3.088) for Cathy Piepho to take a leave from her previous position of Assistant Finance Director. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Brady to approve the following process for the Service Delivery Directors appointment: 1. Define roles and duties; 2. Review with Board & Dept. heads; 3. Submit to Fox Lawson to be rated; 4. Bring back to the Board for their direction; 5. Board to make appointments. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Ebeling to approve the revised Region 1 Emergency Management Joint Powers Agreement. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Brady to approve the revised Organizational Chart effective January 2, 2015. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Glynn to approve the Community Services Director Position description and DBM rating to reflect potential of the Dodge-Steele Community Health Board administrative change. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Glynn to endorse the concept and continue development of the implementation plan for the Dodge and Steele County Public Health Community Health Board. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to appoint Cathy Piepho as the Finance Director with Compensation at 100% Treasurer Position- DBM rating at D62/Step 3 and 25% under Finance Director Position- DBM rating at E82/Step 1 effective 1/5/2015. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to move the March Board meetings to March 17, 2015 and March 31, 2015. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Ebeling to approve the Bonding 101 session for Commissioners at the February 26th Board meeting. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Schultz to approve the Memorandum of Understanding with MNPrairie for the Use of County Pool cars. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve architect and miscellaneous maintenance expenses as part of the Cedarview renovation financing arrangement with SCCL. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Brady to approve the out of State travel request for Rick Kvien to attend the IDoc Fidler Educational Symposium in Davenport, IA, May 11-13, 2015. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Brady to approve purchase for a new leachate truck and tank off the state bid pricing for a 2015 Mack GU713 Truck at a cost of \$133,821 and a Superior 5,500 Gallon Tank at a cost of \$6,192.39 for a total price of \$150,013.39. Ayes all.

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

A RESOLUTION TO APPROVE AND ADOPT THE STEELE COUNTY SOLID WASTE MANAGEMENT PLAN

WHEREAS, the legislature of the State of Minnesota requires that Minnesota's counties develop a Solid Waste Management Plan in accordance with Minn. Stat. §§ 115A.46; 115A.471; 115A.551, subds. 6-7; 115A.552; 115A.557, subd. 2-3; 115A.63; 115A.84; 115A.914; 115.96, Subd.6-7; 115A.917; 115A.97; Minn. Rules 9215 and all other applicable statutes and rules; and

WHEREAS, Minnesota counties recognize the need to plan for and practice environmentally sound methods of managing their solid waste stream;

WHEREAS, in 1989, the legislature of the State of Minnesota enacted legislation to require that Solid Waste Management Plan's be amended to include the requirements in Minn. Stat. §§ 115A.551, 115A.914 and 115A.96, Subd. 6 (1991); and

WHEREAS, Steele County recognizes the need to plan for and implement waste reduction, recycling, education, yard waste, source separated organic materials composting, special and problem material waste management strategies, and processing of MSW;

NOW, THEREFORE, BE IT RESOLVED, that the Steele County Board of Commissioners hereby approves and adopts the Steele County Solid Waste Management Plan and supporting documentation, dated October 14, 2014.

BE IT THEREFORE FURTHER RESOLVED, that Steele County agrees to maintain and implement the Plan as required by Minn. Rules pt. 9215.0530, subp. 1 and 2.

BE IT THEREFORE FURTHER RESOLVED, that the Steele County Board of Commissioners submits this document to the Commissioner of the Minnesota Pollution Control Agency pursuant to applicable Minnesota laws and rules.

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 Glynn, seconded by Commissioner Ebeling to approve the landfill underground storage tank replacement project at an estimated cost of \$250,000-300,000 which will be paid for out of the landfill enterprise fund. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Brady to approve advertising for bids to replace 3 squad cars. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Ebeling to approve replacing 3 Radars and 2 LIDARS at an approximate cost of \$11,192. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Schultz to approve updating 3 cameras in the squad cars at an approximate cost of \$15,060. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Brady to approve the Food Service Agreement between A'viands and the Steele County Sheriff's Office. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Brady to approve the increase in Civil Process fees for deputy time to \$75 and Foreclosure Sales to \$100. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Glynn to approve the Detention Center seeking an independent contractor to provide GED services. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Brady to authorize the Sheriff's office to accept donations for the Special Olympics Polar Plunge. Ayes all.

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

IT IS RESOLVED, that Steele County enter into Mn/DOT Agreement No. 07391 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 No. 7 and No. 18 as a detour route during the contract construction to be performed upon, along and adjacent to Old Trunk Highway No. 14 (County State Aid Highway No. 2) from 10,000 feet west of Trunk Highway No. 35 to 2,080 feet east of Trunk Highway No. 35 under State Project No. 7401-41 (T.H. 14=007).

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 Glynn, seconded by Commissioner Brady to approve the Access Variance Request on CSAH 12 for Rick Balzer. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Ebeling to approve the Professional Services Agreement with Evergreen Land Services in an amount not to exceed \$9,500 for acquisition of the Gangelhoff property located along the East Beltline Corridor. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Brady to authorize advertising for bids on CP 74-015-01 and to set the bid opening for March 5, 2015 at 10 a.m. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Schultz to authorize advertising for bids on SP 74-070-04 and to set the bid opening for March 5, 2015 at 10 a.m. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Schultz to authorize advertising for bids on SAP 74-642-04 and to set the bid opening for March 5, 2015 at 10 a.m. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to send a letter of support to MnDOT to prioritize the proposed passenger rail along the Interstate 35 Corridor. 4 Ayes, Commissioner Brady voting against.

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

New Hires/promotions:

<i>Name</i>	<i>Position</i>	<i>Rating/Step</i>	<i>Start Date</i>
Kylah DeBuse	Correctional Officer	22/Start Step	01/27/15
Jeremy Deplitch	Correctional Officer	22/Start Step	01/29/15

Resignations

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Kali Jensen	Correctional Officer	Detention Center	01/30/15
Brad Forcelle	Correctional Officer	Detention Center	02/08/15
Benjamin Hougas	Correctional Officer	Detention Center	02/12/15

Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>Effective Date</i>
Nicole Johnson	Administrative Support Assistant	Extension	01/22/15

Motion by Commissioner Glynn, seconded by Commissioner Schultz to approve Contract Addendum No. 2 for the CSAH 42 Professional Services Contract with Stonebrooke Engineering in the amount of 34,805.80. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Brady to approve the Employment Agreement for Laura Elvebak. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve an Agreement with Tom Shea to continue employment after March 27, 2015 for up to 2 days per week through May. 4 Ayes, Commissioner Brady voting against.

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

Be it Resolved, that the County Auditor & County Treasurer are hereby authorized to process payments by Auditor’s Warrants, for which the precise amount is fixed by law, which include fees, utility bills, salaries, highway department fuel bills, freight, witness expenses, vehicle registration/tabs, telephone, postage and sheriff’s paper service to other counties. Necessary expenses include prepayment of expenses for seminars and other county business trips. Further to authorize payment to contractors for work and material in place on the job as certified by the Engineer or Architect except that the final payment on any project be approved by Board action; to authorize payments for bonds and interest payments for the bonded debt fund and for investments; to authorize payments for purchases made by the County Board wherein an amount has been set and entered in the Board minutes; to authorize payment of emergency welfare funds and Social Service funds as an emergency issuance procedure, as prescribed by state and federal law and claims that are due and would incur interest and penalties. A listing of bills paid will be provided to the County Board for their review.

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 Glynn, seconded by Commissioner Brady to set the County/Township Annual meeting for March 30, 2015 at 4 p.m. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Ebeling to appoint Tim Nelson to the Board of Adjustments. Ayes all.

Commissioner Reports:

Commissioner Schultz reported on SEMCAC monthly meeting and the Steele County Fair Board as well as his attendance at various seminars and workshops in conjunction with the State Ag Society meeting.

Commissioner Glynn attend the Cannon River Watershed meeting-they received an \$87,000 prize from the Bush Foundation.

Commissioner Ebeling attended the Steele/Dodge Board of Health where Stan Groff was named as Interim Director. Also attended SCCL where they are working on a strategic plan.

Commissioner Brady attended the Soil & Water reorganizational meeting and discussed projects going on. He too attended the South Central Human Relations Meeting.

Commissioner Huntington also attended the Dodge-Steele Community Board of Health and the SCCL strategic planning session and reported on the South Country Health Alliance and MNPrarie meetings.

Motion by Commissioner Ebeling, seconded by Commissioner Glynn to approve the following listing of bills. Ayes all.

LISTING OF BILLS
1/27/2015

30 th Place, LLC	15,525.00
A’viands, LLC	18,357.46
Advanced Correctional Healthcare, Inc.	7,764.17
Alcohol Monitoring System, Inc.	2,056.40
Association of MN Counties	13,900.00

Aurora Township	22,530.00
Larry Balzer	24,176.25
Bolton & Menk	6,117.00
Bureau of Criminal Apprehension	2,180.00
Businessware Solutions Corporation	2,558.82
Bussler Publishing, Inc.	2,820.22
Central Valley Cooperative	6,598.00
City of Ellendale	2,360.38
City of Owatonna	4,801.62
Clifton Larson Allen, LLP	14,500.00
Computer Professionals Unlimited, Inc.	4,309.72
Crysteel Truck Equipment, Inc.	31,925.06
Custom Communications, Inc.	3,251.00
Erickson Engineering, Co. LLC	5,272.50
Express Services, Inc.	4,752.00
Field Environmental Consulting	5,471.42
Integra Telecom	3,088.73
Loken Excavating & Drainage	2,023.77
MCCC MI 33	9,965.91
MN Counties Intergovernmental Trust	489,910.00
MN Dept. of Labor & Industry	2,287.17
MN Sheriffs Assn.	7,041.00
MNPrairie Co. Alliance Soc. Welfare	13,611.23
Motorola Solutions, Inc.	14,480.52
NEC Financial Services, LLC	4,269.61
On Target A & M Inc.	2,154.13
Owatonna Groundsmasters, Inc.	7,036.42
R & K Correctional Consulting	3,000.00
Rice County Solid Waste Dept.	3,541.62
SE MN Water Resources Board	4,500.00
SHI International Corp.	3,319.00
Soldo Consulting PC	2,341.92
South Central Drug Investigation Unit	13,000.00
Steele County Central Services	2,849.71
Steele County Treasurer	26,707.58
Turnkey Corrections	7,503.35
The Coleman Co.	4,984.69
Uniforms Unlimited, Inc.	3,658.05
Univ. of MN Regents	41,100.56
Walmart	2,428.13
Waste Management of WI-MN	50,500.85
Youth 1 st Community Initiative	5,000.00
172 Warrants under \$2,000	<u>73,314.56</u>
Total:	\$1,004,845.53

Motion by Commissioner Ebeling, seconded by Commissioner Glynn to adjourn to the Call of the Chair at 8:17 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR