

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

July 14, 2015

STATE OF MINNESOTA)
) ss
 COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 7:00 p.m. on July 14, 2015 with Commissioners Glynn, Ebeling, Schultz, Huntington and Brady present. Also present were County Sheriff Lon Thiele, Probation Services Director Mike McGuire, Planning & Zoning Director Dale Oolman, County Treasurer Cathy Piepho, County Administrator Laura Elvebak and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

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

Motion by Commissioner Brady, seconded by Commissioner Schultz to approve the Board Minutes of June 23, 2015, Board of Equalization of June 23, 2015 and the Emergency Minutes of June 25, 2015. Ayes all.

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

New Hires/Transfers:

<i>Name</i>	<i>Position</i>	<i>Rating/Step</i>	<i>Start Date</i>
Tyler Ritter	Correctional Officer – Det. Ctr.	22/Start	07/06/15
Joleen Koenig	Administrative Support Asst. – Extension	B23/6	07/27/15

Resignations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Brooke Berg	Social Worker – Temporary	Public Health	05/25/15

Anniversaries:

<i>Name</i>	<i>Position-Dept.</i>	<i>Step</i>	<i>Anniv. Date</i>
Jed Loftus	Sergeant – Detention Center	9	07/07/15
Beth Brady	Maintenance Manager – Hwy.	8	07/12/15
John Borger	IT Director	5	07/26/15

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to place on file the correspondence from Larry Mensing. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Glynn to approve Conditional Use Permit #396 for Doug Van Zuilen to install a 20,000 gallon diesel fuel tank on his property in section 36-107-19 of Havana Township with conditions per the Planning Commission and to approve the Findings of Fact. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Ebeling to approve the renewal of Interim Use Permit #2010-05 for Mathiowetz Construction (Meixner Pit), in section 2-106-21 of Lemond Township with conditions per the Planning Commission and to accept the Findings of Fact. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Brady to approve renewal of Interim Use Permit #2011-01 for Mathiowetz Construction (Jirele Pit), section 28-107-20 of Owatonna Township with conditions per the Planning Commission and to accept the Findings of Fact. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Brady to approve Conditional Use Permit #194 for Milestone Materials (Spinler Quarry), in section 11 & 12-106-21 of Lemond Township with conditions per the Planning Commission and to accept the Findings of Fact. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve Interim Use Permit #2015-03 for Crane Creek Asphalt, in section 1-106-21 of Lemond Township with conditions per the Planning Commission and to accept the Findings of Fact. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Glynn to approve renewal of Conditional Use Permit #347 for Milestone Materials (Engelsted Pit), in section 36-107-21 of Meriden Township with conditions per the Planning Commission and to accept the Findings of Fact. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Glynn to approve Conditional Use Permit #397 for Scott Steffen for an agriculture building in section 8-107-19 of Owatonna Township with conditions per the Planning Commission and to accept the Findings of Fact. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Ebeling to approve the Temporary Event Body Art Establishment Permit for Kat’s Tats for August 18-23, 2015. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve the following appropriations for 2015. Ayes all.

Requester	Purpose	Amount
City of Blooming Prairie	EDA	5,000.00
City of Ellendale	EDA	5,000.00
City of Medford	EDA	5,000.00
Partners for Progress	EDA	1,000.00
So MN Initiative Foundation	Subsidy	5,000.00
Farm America	Subsidy	500.00
Blooming Prairie Ambulance	Ambulance Subsidy	5,000.00
Ellendale Ambulance	Ambulance Subsidy	5,000.00
Southern MN Tourism	Subsidy	1,200.00
Humane Society	Subsidy	10,000.00
US Highway 14 Partnership	Dues	2,500.00
SMART (SE MN Assoc. Regional Trails)	Dues	25.00

Motion by Commissioner Glynn, seconded by Commissioner Brady to approve the Lease Agreement with NEC Financial Services, LLC for a phone system upgrade and to authorize the IT Director to Sign. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Glynn to approve the Emergency Communications Board Joint Powers Agreement. Ayes all.

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

Resolution Adopting Negotiated Changes to the 2015 – 2016 LELS Sheriff’s

Department – Essential Jailer Unit Labor Agreement

WHEREAS, the current Collective Bargaining Agreement between the Law Enforcement Labor Services (LELS), Sheriff’s Department – Essential Jailer Unit expired effective December 31, 2014; and

WHEREAS, the County has recently negotiated a two (2) year labor agreement with LELS; and

WHEREAS, the proposed agreement is reasonable, fiscally prudent and within current budget parameters;

NOW, THEREFORE, BE IT RESOLVED, that the Steele County Board of Commissioners approves the proposed labor agreement effective January 1, 2015 through December 31, 2016 between Steele County and the Law Enforcement Labor Services, Sheriff’s Department – Essential Jailer Unit.

Upon the vote being taken, five Commissioners voting 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 5 year Contract with OpenGov in the amount of \$29,750 (\$5,950/yr) for the use of their product and services relating to financial transparency. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Brady to approve the 3.2 Beer License for Holy Trinity Church of Litomysl for their Festival to be held on July 26, 2015 with the fee to be waived. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Glynn to authorize moving forward with a HRIS/Payroll System. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Ebeling to approve buying out the CPUI contract and affirm Steele County's participation in moving forward with Dodge County and MNPrarie in procuring a new HRIS/Payroll software system. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Glynn to authorize Steele County Public Health to purchase office furniture for three offices. Ayes all.

Commissioner Ebeling offered the following **Resolution** seconded by Commissioner Brady to approve the Agreement between the University of Minnesota and Steele County to provide Extension programs locally and Employing Extension Staff.

Upon the vote being taken, five Commissioners voting 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 Steele County Probation Services Caseload Workload Reduction Grant in the amount of \$63,313 per year for each of the next two years beginning July 1, 2015 and authorize the Board Chair to sign. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Glynn to approve the Steele County Probation Services Remote Electronic Alcohol Monitoring Grant in the amount of \$12,000 per year. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve the Microsoft Enterprise Renewal Agreement. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Ebeling to approve Out of State training for Dan McIntosh in Arlington Virginia on July 27-30, 2015. Ayes all.

Commissioner Reports:

Commissioner Schultz reported on his attendance at the Steele County Historical Society and the NACO Annual Conference.

Commissioner Glynn reported on his attendance at the Law Enforcement Center meeting and the Southeast Minnesota Water Resources meeting.

Commissioner Huntington reported on her attendance at the NACO Annual Conference, Criminal Justice meeting and sat in for the MNPrarie Finance Manager Interviews.

Commissioner Ebeling reported on his attendance at the NACO Annual Conference, Joint Powers 911 meeting and the Steele County Extension meeting.

Commissioner Brady reported on his attendance at the SWCO meeting, Multi County Solid Waste meeting – Water Resources meeting and attended the Cannon River Watershed meeting.

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

LISTING OF BILLS

7/14/2015

30 th Place, LLC	17,013.99
A'viands, LLC	5,501.38
Advanced Correctional Healthcare, Inc.	10,161.51
Aurora Township	21,542.00
Briggs and Morgan, PA	3,092.75
Businessware Solutions Corporation	2,358.93
Central Valley Cooperative	5,320.89
Computer Professionals Unlimited, Inc.	4,389.72
Concannon Masonry/Curt	2,650.00
Crane Creek Asphalt	4,186.63
DTL Solutions	3,960.69
Emergency Automotive Technology, Inc.	7,141.71
Erickson Engineering Co, LLC	2,571.00
Express Services, Inc.	5,797.50
Stanley Groff	8,246.75
Hillyard- Hutchinson	2,210.21
Independent Emergency Services, LLC	19,546.87
Integra Telecom	2,940.72
Jones Haugh & Smith, Inc.	4,476.10

KEEPRS, Inc.	2,245.61
Roger Krause	2,560.00
Kwik Trip, Inc.	4,801.36
M & W Blacktopping, LLC	4,075.40
Medford Sand & Gravel, LLC	7,590.00
Motorola Solutions, Inc.	3,225.05
NEC Financial Services, LLC	4,269.61
Owatonna Heating & Cooling, Inc.	5,626.80
Owatonna Public Utilities	28,494.55
Ringhofer Construction, Inc.	9,640.00
Rinke-Noonan	2,131.00
Schindler Elevator Corp, Inc.	2,517.48
SCR Southern-Rochester	2,656.40
Short Elliott Hendrickson, Inc.	2,266.34
Southern MN Construction Co. Inc.	7,293.34
Steele County Revenue	2,098.21
Steele County Treasurer	19,121.41
Thomson Reuters- West	3,732.23
Tri-M Graphics	2,451.52
Turnkey Corrections	14,028.09
Waste Management of WI-MN	48,618.67
Whitewater Wireless, Inc.	2,397.07
212 Warrants under \$2,000	<u>85,305.37</u>
Total:	\$400,254.86

Motion by Commissioner Ebeling, seconded by Commissioner Glynn to adjourn to the Call of the Chair at 8:02 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR