

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

July 28, 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 28, 2015 with Commissioners Brady, Ebeling, Huntington, Glynn and Schultz present. Also present were County Engineer Anita Benson, Planning & Zoning Director Dale Oolman, Jail Administrator Ron Hammann, County Administrator Laura Elvebak and County Auditor Laura Ihrke.

Call to Order Pledge of Allegiance.

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

Motion by Commissioner Glynn, seconded by Commissioner Brady to approve the Minutes of July 14, 2015. Ayes all.

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

New Hires/Transfers:

Table with 4 columns: Name, Position, Rating/Step, Start Date. Rows include Brandon Wendricks, Scott Prestegard, and Andrea Wegener.

Resignation(s):

Table with 4 columns: Name, Position, Department, End. Row includes Nicole Gibson, Social Worker, Public Health, 07/13/15.

Motion by Commissioner Ebeling, seconded by Commissioner Brady to approve replacement of the Technical Clerk II Position in the Recorder’s Office. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Schultz to approve replacement of the Legal Assistant position with a Paralegal position in the Attorney’s office pending receipt of formal notice of employee resignation and job description rating from Fox Lawson & Associates. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Brady to adopt the proposed 2015 wage scale for hourly Home Health Aides and Homemakers in the Public Health Department. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve the 1.5% Cost of Living Adjustment, retroactive to January 1, 2015 for eligible non-union employees. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Schultz to adopt the Steele County Aquatic Invasive Species Plan. Ayes all.

Commissioner Glynn offered the following Resolution seconded by Commissioner Ebeling to approve the Delegation Agreement between Steele County and the Minnesota Department of Natural Resources to give Steele County the authority to perform watercraft inspections for aquatic invasive species (AIS).

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 Ebeling, seconded by Commissioner Brady to approve up to \$1,500 for the purchase of aquatic invasive items for the Planning & Zoning Department’s booth at the Steele County Fair. Ayes all.

Commissioner Schultz offered the following Resolution seconded by Commissioner Ebeling

RESOLUTION AUTHORIZING PARTICIPATION IN PLANNING PROCESS AND EXECUTION OF AGREEMENT

WHEREAS, the County of Steele is participating in a hazard mitigation planning process as established under the Disaster Mitigation Act of 2000; and

WHEREAS, the Act establishes a framework for the development of a multi- jurisdictional hazard mitigation plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and business; and

WHEREAS, the county will lead the planning effort with the assistance of consultants and State of Minnesota mitigation staff.

WHEREAS, the county will provide staff and resources from departments related to mitigation, will facilitate participation of jurisdiction within the county, and provide quarterly reporting on plan progress.

WHEREAS, the plan must include a risk assessment including past hazards, hazards that threaten the county, maps of hazards, an estimate of structures at risk, estimate of potential dollar losses for each hazard, a general description of land uses and future development trends; and

WHEREAS, the plan must include a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the plan must include a maintenance or implementation process including plan updates, integration of plan into other planning documents and how the county will maintain public participation and coordination; and

WHEREAS, the draft plan will be shared with the State of Minnesota and the Federal Emergency Management Agency (FEMA) for coordination of state and federal review and comment on the draft; and

WHEREAS, approval of the all hazard mitigation plan will make the county eligible to receive Hazard Mitigation Assistance grants as they become available; and

NOW THEREFORE, Be it resolved that Steele County will enter into an agreement with the Division of Homeland Security and Emergency Management in the Minnesota Department of Public Safety for the program entitled Hazard Mitigation Assistance (HMA) for the update of the Steele County Hazard Mitigation plan. Mike Johnson, Emergency Management Director is hereby authorized to execute and sign such agreements and any amendments hereto as are necessary to implement the plan on behalf of Steele County.

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 award the low bid to MEI Total Elevator Solutions in the amount of \$7,255 for the Steele County Courthouse elevator repair. Ayes All.

Motion by Commissioner Glynn, seconded by Commissioner Schultz to award the low bids to Rocon Inc. in the amount of \$55,744.55 for the Annex sidewalk project and \$19,527.95 for the Four Seasons/CR 174 sidewalk project. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Brady to approve Lease Addendum 6-900 30th Place NW with a rate of \$15,630 per month and term of 2 years and 7 months. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to accept the Steele County Highway Department 2014 Financial Report. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Ebeling to approve the Contract with Stonebrooke Engineering for professional services in the amount of \$225,529 for the CSAH 34 Intersection Improvement Projects. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Glynn to approve the Contract with Stonebrooke Engineering for professional services in the amount of \$164,111.87 for the CSAH 7 and 45 projects. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Schultz to approve the bid from TRANE in the amount of \$39,470 for the upgrade and repair to the computer control unit. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Brady to approve the Environmental Assessment Contract Addendum change in the amount of \$4,292 for the Public Works Building. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to object to the Minnesota Department of Human Services selection of participating health plans for Steele County and, specifically, the Department's decision to reject South Country Health Alliance's proposal to provide health care through the Prepaid Medical Assistance & Minnesota Care programs. Steele County hereby authorizes the submission of a request for mediation with the Department pursuant to Minn. Stat. 256B, both on behalf of Steele County individually and through South Country Health Alliance. Ayes all.

Commissioner Reports:

Commissioner Schultz reported on his attendance at the SCHR meeting.

Commissioner Glynn reported on his attendance at the Board of Health and the MNPrairie meeting.

Commissioner Ebeling reported on his attendance at the SE Communications Board and the 911 Executive Committee.

Commissioner Brady reported on his attendance at the Dodge County Ditch meeting, the Land Expo, SCHR and County Ditch #27 Meeting.

Commissioner Huntington reported on her attendance at the Drug Court 1st anniversary picnic, the LEAN training and MNPrairie.

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

LISTING OF BILLS
7/28/2015

A'viands, LLC	11,267.69
Advanced Correctional Healthcare, Inc.	7,942.75
Jessica L. Bendzick	2,000.00
Bussler Publishing	2,755.02
Crane Creek Asphalt	2,558.37
Custom Communications, Inc.	6,327.03
D & M Construction & Landscaping	3,371.25
Erickson Engineering Co. LLC	7,892.50
Express Services, Inc.	2,431.50
Freeborn County Auditor-Treas.	6,725.82
Magtech Ammunition	6,247.73
Malo Roofing, Inc.	3,368.75
Mathiowetz Construction	7,896.00
Medford Sand & Gravel, LLC	10,350.00
MN Dept. of Natural Resources	2,250.00
Owatonna Police Dept.	10,555.03
Piepho Moving & Storage, Inc.	5,160.93
Reliance Telephone, Inc.	2,500.00
Rochester Sand & Gravel	2,760.00
Short Elliott Hendrickson, Inc.	3,810.68
Southern MN Construction Co. Inc.	4,925.90
Steele County Treasurer	9,066.91
Turnkey Corrections	11,015.43
University of MN Regents	41,851.91
120 Warrants under \$2,000	<u>46,808.77</u>
Total:	\$221,839.97

Motion by Commissioner Glynn, seconded by Commissioner Schultz to adjourn to the Call of the Chair at 7:27 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR