

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

REGULAR SESSION

March 17, 2015

STATE OF MINNESOTA)

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COUNTY OF STEELE )

The Steele County Board of Commissioners met in Regular Sessions at 7:00 PM on March 17, 2015 with Commissioners Schultz, Glynn, Huntington, Ebeling and Brady present. Also present were County Sheriff Lon Thiele, Planning & Zoning Director Dale Oolman, County Engineer Anita Benson, County Treasurer Cathy Piepho, Interim County Public Health Director Stan Groff, Public Health Nurse Mary Urch, Public Health Educator Jane Nyquist, County Administrator Tom Shea 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 February 26, 2015 Board Minutes. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Brady to approve the Consumption & Display Permit for Finch's Pub, LLC. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Ebeling to approve the On Sale & Off Sale Licenses for Finch's Pub, LLC. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Ebeling to approve the Tobacco License for Finch's Pub, LLC. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Glynn to approve the Review of Conditional Use Permit #390 for O'Connor Fertilizer Bldg with conditions per the Planning Commission and to approve the Findings of Fact. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to approve the Review of Conditional Use Permit #391 for Ahrens Bulk LP Tank with conditions per the Planning Commission and to approve the Findings of Fact. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Schultz to place on file the correspondence from the Steele County Historical Society. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Brady to approve the purchase and installation of a drop box for tax payments. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Glynn to authorize advertising to fill a Mechanic Highway Maintenance Aid or Technician position for the Highway Department. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Brady to approve the pay range for Seasonal Employees. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Ebeling to approve the Vacation Accrual overages for 5 LEC Employees. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Glynn to approve the base compensation and eligibility requirements for post retirement health care savings plan for the Attorney, Auditor, Sheriff and Treasurer. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Brady to rescind the previous board action of February 26, 2015 approving the bid for one SUV police interceptor and to accept the low bid from Owatonna Motor Co. in the amount of \$28,172 for one 2016 Oxford White utility police interceptor. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Schultz to approve the promotion process for the Lieutenant and Captain positions at the Detention Center. Ayes all.

Commissioner Ebeling offered a **Resolution**, seconded by Commissioner Glynn

### **2015 County Highway and Road Weight Restrictions**

**WHEREAS**, the Minnesota Department of Transportation determines the beginning and end date of Spring Load Restrictions for Trunk Highways, and

**WHEREAS**, the Steele County Highway System; as a whole, is more vulnerable than State Highways; as a whole, to damage during the Spring Load Restriction time period, and

**WHEREAS**, each spring it is necessary to establish road restrictions so to protect the roadway system from serious damage and the start date of Spring Load Restrictions as established by MNDOT will be the start date for Steele County, and

**WHEREAS**, the default axle weight limit outside of the Spring Load Restriction Time period without posting signage is ten tons per axle provided the gross vehicle weight limit is not exceeded and bridge load postings are followed, and

**WHEREAS**, the majority of County and County State Aid Highways were not designed to a ten ton per axle structural capacity,

**THEREFORE BE IT RESOLVED**, that no person shall operate any vehicle or combination of vehicles upon County State Aid Highways and County Roads that exceed the restrictions as shown on the attached map entitled "2015 Spring Weight Restrictions" ; effective when Spring Load Restrictions are placed, on County State Aid Highways and County Roads, and

**BE IT FURTHER RESOLVED**, that no person shall operate any vehicle or combination of vehicles upon County State Aid Highways and County Roads that exceed the restrictions as shown on the attached map entitled "Legal Load Limits" ; effective when Spring Load Restrictions are not in effect on County State Aid Highways and County Roads,

**BE IT FURTHER RESOLVED**, the County Engineer shall make changes to the load limits and cause the maps and corresponding load posting signage to be updated based on changing road conditions throughout the year, and

**BE IT FURTHER RESOLVED**, the County Engineer is hereby authorized to erect and maintain signs plainly indicating the prohibitions and restrictions as above described at each of the County Highways and Roads affected thereby and to determine the end date for Spring Load Restrictions in Steele County.

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 award the bid for CP 74-015-01 to Traffic Marking Services in the amount of \$102,009.30 for four inch striping on county highways throughout the county contingent on County Attorney concurrence. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Ebeling to approve the low quote from Groundsmasters, Inc. for Parking Lot Sweeping in the amount of \$1,570 for spring clean-up sweep and \$975 for any additional sweeps requested by the County. Ayes all.

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

**CR 107 Turnback to City of Owatonna**

**WHEREAS**, the County of Board of Steele County has determined that CR 107 (formerly CSAH 7), from 18<sup>th</sup> Street SW to the cul-de-sac on the north side of US Highway 14, described as a County Road under the provisions of Minnesota Statute 163.11 is more appropriate as a City Street; and

**WHEREAS**, the City of Owatonna has requested the County proceed revoke its jurisdiction for this segment of roadway; and

**NOW, THEREFORE, BE IT RESOLVED**, that pursuant to Minnesota Statutes 163.11, the County Board of Commissioners of Steele County, Minnesota, does hereby revoke jurisdiction of CR 107 from 18<sup>th</sup> Street SW to the cul-de-sac on the north side of U.S Highway 14 approximately .7 miles in length, in the City of Owatonna, Minnesota.

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 Ebeling, seconded by Commissioner Schultz to approve the Smoke Free Grounds Policy on Steele County grounds. Ayes all.

Commissioner Glynn offered the following Resolution, seconded by Commissioner Schultz

**RESOLUTION AUTHORIZING APPLICATION FOR  
MINNESOTA HOUSING & FINANCE AGENCY  
FAMILY HOMELESS PREVENTION & ASSISTANCE PROGRAM**

**WHEREAS**, the Minnesota Housing Finance Agency, State of Minnesota, has been authorized to undertake a program to provide funds for Family Homeless Prevention & Assistance Projects; and,

**WHEREAS**, the Southeastern Minnesota Housing Network, working through: 1) Three Rivers Community Action, Inc. – Grantee and 2) Semcac and Lutheran Social Services – LINK – Sub – Grantees, has developed a renewal application for the Minnesota Housing Finance Agency Family Homeless Prevention & Assistance Program; and

**WHEREAS**, the Southeastern Minnesota Housing network working through: Three Rivers Community Action, Inc, Semcac, and LSS-LINK has demonstrated the ability to perform the required activities of the Minnesota Housing Finance Agency Family Homeless Prevention & Assistance Program;

**NOW, THEREFORE**, be it resolved that the southeastern Minnesota Housing Network is hereby authorized as an entity to be charged with the administration of funds made available through the Minnesota Housing Finance Agency Family Homeless Prevention & Assistance Program in the County of Steele, in Minnesota.

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 Ebeling, seconded by Commissioner Brady to approve the outline for the joint CHS Administrator and direct development of a formal agreement between Dodge and Steele County. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Schultz to approve the 2015 SCHA/Steele County Delegation Agreement and authorize the Board Chair and Public Health Director to sign. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Glynn to approve the 2015 Child Support Enforcement Inter-Agency Agreement and to authorize the County Attorney and Sheriff to sign. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Brady to approve the MN Prairie Lease Agreement and to authorize the County Board Chair to sign. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Glynn to approve the Personnel Report. Ayes all.

**New Hire(s):**

<i>Name</i>	<i>Position</i>	<i>Rating/Step</i>	<i>Start Date</i>
Bonnie Story	RN – Public Health	C42/4	04/01/15

**Resignations:**

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End</i>
Jay Chambers	Mechanic	Highway/Engineering	03/20/15
Linda Thompson	Gate Att/Bookkeeper	Landfill/Env. Svcs	03/28/15

**Anniversaries:**

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Anniv. Date</i>
Sasha Zekoff	Asst. Attorney I – Attorney	5	03/12/15
Gina McGuire	Asst. HR Director – Admin/HR	2	03/20/15

Motion by Commissioner Glynn, seconded by Commissioner Ebeling to approve writing off the Delinquent Mobile Home Taxes from 2009 and prior for a total amount of \$73,963.92, comprising of \$29,895.59 in taxes and \$44,068.33 of interest and penalties. The write off of these taxes will not relieve the taxpayers of their tax liabilities as the liens assessed on the parcels will remain intact. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Brady to approve the low bid of Radio Link in the amount of \$6,000 for the purchase of the Medford Tower contingent on an agreement with the landowner. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Brady to approve the Bargaining Unit Contracts with the Courthouse, Highway Dept., Detention Correctional Officers and LELS . Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Glynn to appoint Amy Gillis to the Extention Committee. Ayes all.

**Commissoner Reports:**

Commissioner Schultz reported on his attendance at the AMC Policy Committee, SEMCAC, Steele County Historical Society and Fair Board meetings.

Commissioner Glynn reported on his attendance at the City of Blooming Prairie Council Meeting and the Annual Township meetings.

Commissioner Ebeling reported on his attendance at the Joint Dispatch 911, AMC and Extention Committee meetings.

Commissioner Brady reported on his attendance at the SE MN Water Resources Board, Cannon River Watershed, Soil & Water, City of Ellendale and 6 Township Election meetings.

Commissioner Huntington reported on her attendance at the MN Prairie meeting, AMC Conference and Criminal Justice meeting.

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

Ayes all.

LISTING OF BILLS  
3/17/2015

30th Place, LLC	21,635.09
A'viands, LLC	16,431.11
Allina Hospitals & Clinic	5,240.88
APG Media of Southern Minneosta, LLC	2,146.45
Bolton & Menk, Inc.	7,656.34
Briggs & Morgan, Pa.	2,371.25
Businessware Solutions Corporation	2,677.72
CDW Government, Inc.	10,569.22
Cedar Valley Services, Inc.	2,633.40
Central Valley Cooperative	7,036.21
City of Ellendale	3,318.26
Compass Minerals America	11,599.76
Computer Professionals Unlimited, Inc.	14,062.72
Express Services, Inc.	3,025.50
Four Seasons Center	3,535.00
Stanley A. Groff	10,492.94
Hewlett Packard Company	3,074.25
Hillyard Hutchinson	3,877.44
Honeywell, Inc.	2,302.47
Innovative Office Solutions, LLC	2,091.61
Intergra Telecom	2,871.53
Jones Haugh & Smith, Inc.	9,654.39
L & L Street Rods & Sport Trucks	2,465.00
Local Government Information Systems	39,839.25
Magtech Ammunition	5,682.00
Mayo Clinic	6,330.00
MN Dept of Transportation	473,800.00
NEC Financial Services, LLC	4,269.61
Office of MN IT Service	2,211.01
Owatonna Fire & Safety, LLC	2,470.50
RDO Equipment Co, Inc.	3,323.05
Rice County Auditor- Treasurer	3,247.93
S & T Office Products, Inc.	3,596.34
SCR Southern-Rochester	3,006.00

Short Elliott Hendrickson, Inc.	5,181.72
Steele County Highway, Dept.	2,597.62
Steele County Revenue	2,888.48
Steele County Treasurer	18,840.58
Streamline Communications, LLC	2,794.82
Trane U.S. Inc.	2,725.00
Turnkey Corrections	16,614.68
WatchGuard Video	15,060.00
221 Warrants Under \$2,000	<u>88,271.82</u>
<b>Total:</b>	<b><u>\$853,518.95</u></b>

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

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CHAIRMAN

ATTEST: \_\_\_\_\_  
 AUDITOR