

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

May 26, 2015

STATE OF MINNESOTA)
) ss
COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 7:00 p.m. on May 26, 2015 with Commissioners Brady, Ebeling, Huntington, Glynn and Schultz present. Also present were County Engineer Anita Benson, Jail Administrator Ron Hammann, County Treasurer Cathy Piepho, Interim Community Services Director Stan Groff, County Attorney Dan McIntosh, County Sheriff Lon Thiele, County Administrator Laura Elvebak and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

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

Motion by Commissioner Ebeling, seconded by Commissioner Brady to approve the Board Minutes of May 12, 2015. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Schultz to approve the Tobacco Licenses for Medford Municipal Liquor Store, Nielsen’s Gopher Stop North, Anhorn’s Gas & Tire and Lerberg’s Inc. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Brady to approve signing the Department of Corrections DOC Work Release Contract for July 1, 2015 through June 30, 2016. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Glynn to approve of the phone system upgrade and Support Renewal Agreement. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Glynn to approve the Agreement between Steele County and Waseca County for Court Services Director Services until August 19, 2015 or beyond, contingent upon the Waseca County Board of Commissioners doing the same. Ayes all.

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

WHEREAS, the Minnesota Department of Human Services has published a Request For Proposals to provide health care services to recipients of Medical Assistance and MinnesotaCare in 87 Minnesota counties including Steele County; and

WHEREAS, the Minnesota Department of Human Services has requested County evaluations and recommendations regarding the RFP proposals from each respective county; and

WHEREAS, South Country Health Alliance submitted proposals to provide managed health care services in Steele County; and

WHEREAS, representatives of Steele County Public Health Department have reviewed and evaluated the proposals; and

WHEREAS, South Country Health Alliance has submitted proposals suitable to meet our needs.

THEREFORE, BE IT RESOLVED that the Steele County Board of Commissioners supports the recommendation of the Steele County Public Health Department approving South Country Health Alliance as Managed Care Organization(s) (MCO(s)) providing managed health care services in Steele County.

Upon the vote being taken five commissioners vote in favor thereof, none absent not voting. A copy of the Resolution is on file in the Auditor's office.

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

Setting the 2015 Salary of the
Steele County Auditor, Attorney, Treasurer and Sheriff
By Placement on the County Pay Plan with Additional Payment

WHEREAS, the Steele County Board is required to annually set the salary of the Steele County Auditor, Steele County Attorney, the Steele County Sheriff and the Steele County Treasurer (hereinafter collectively referred to as the Elected Officials); and

WHEREAS, the Elected Officials individually reviewed the manner in which appointed positions are rated using the Steele County compensation system and individually agree that application of this system to their respective elected positions accurately reflects the duties and responsibilities of their respective positions as these factors must be considered by state law; and

WHEREAS, the Elected Officials individually requested to be placed on and compensated based upon the Steele County pay plan using the ratings outlined in this Resolution; and

WHEREAS, the Elected Officials individually request to be placed on the pay plan based upon their years of experience as outlined in this Resolution and agree that such placement accurately reflects the experience factor that the County Board must consider by state law; and

WHEREAS, the Elected Officials individually acknowledge and request that the qualifications and performance of their duties should be judged primarily by the citizens of Steele County through elections rather than through County Board of Commissioner determination; and

WHEREAS, the Elected Officials individually acknowledge and request that an amount equal to five percent (5%) of their salary placement would appropriately compensate them for their respective qualifications and performance throughout the year as outlined in the March 16, 2015 Memorandum to the Board of Commissioners from the Administrator; and

WHEREAS, the Board and the Elected Officials all agree that this placement promotes continuity and uniformity within the County compensation system and meets the statutory requirements associated with setting the salary for the Elected Officials; and

WHEREAS, the Board and the Elected Officials wish to continue that same process for 2015 and future years unless otherwise communicated to the County Board of Commissioners through the use of continued step movement up to the maximum step available for the applicable pay rating and any general adjustment that may be applied to the nonunion pay grid;

NOW, THEREFORE, BE IT RESOLVED by the Steele County Board of Commissioners and Steele County that the 2015 salary for the Elected Officials shall be five percent (5%) above the amounts outlined in the County's pay plan as follows:

<u>Rating</u>		<u>Step</u>	<u>2015 Salary including 5%</u>
County Auditor	D62	9	\$87,381.84
County Attorney:	E83	9	\$111,515.04
Sheriff:	E83	6	\$102,516.96
County Treasurer:	D62	3	\$94,933.02*

**Includes Finance Director (E82/Step 1) salary*

BE IT FURTHER RESOLVED by the Steele County Board of Commissioners that Elected Officials receive the same general adjustment, if any, applicable to the general non-union employee group; and

BE IT FURTHER RESOLVED by the Steele County Board of Commissioners that the Elected Officials' requests to be compensated utilizing the same process for 2016 and future years is granted with credit given for one additional year of experience each year, and subject to a top pay no greater than the applicable pay grade plus five percent (5%); and

BE IT FURTHER RESOLVED by the Steele County Board of Commissioners that the amounts paid shall be subject to and shall not exceed any statutory cap applicable to the Elected Officials; and

BE IT FURTHER RESOLVED that said compensation plan shall be continued until either the incumbent Elected Official or County Board communicate a desire to discontinue such agreement for an upcoming year.

Upon the vote being taken five commissioners vote in favor thereof, none absent not voting. A copy of the Resolution is on file in the Auditor's office.

Motion by Commissioner Glynn, seconded by Commissioner Schultz to approve the request to fill the Administrative Support Assistant position in the Extension Department. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Brady to approve the promotion of Pamela Carty from Appraiser Trainee to Property Appraiser. Ayes all.

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

New Hires/Transfers/Promotions:

Mary Ulrich (transfer)	Investigator – Sheriff's Office	30/6+	04/29/15
Paul Prissel (promotion)	Lieutenant – Detention Ctr.	C51/4	05/04/15
Roxanne Ascherman (transfer)	Activities Program Asst. – Det. Ctr.	B23/1	05/04/15
Pamela Carty (promotion)	Appraiser – Assessor's Office	C41/1	05/25/15

Resignations/Retirements/Terminations:

Tommy Adams, Jr.	Road Deputy	Sheriff's Office	05/21/15
Mike McGuire	Director of Probation Services	Probation	08/19/15

Anniversaries:

Roxanne Ascheman	Activities Program Asst – Det Ctr	2	05/28/15
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Motion by Commissioner Ebeling, seconded by Commissioner Glynn to authorize the County Engineer to submit a Draft Improved Project Application to MNHSEM for review, incorporate feedback from MNHSEM and submit a final application to MNHSEM for transmittal to FEMA prior to June 24, 2015 and to set a target for a County Board decision on the main building size and scope for late summer/early fall of 2015. Ayes all.

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

Authorization of Issuance of Special Farm Products Permits

WHEREAS, the Minnesota Department of Transportation issues Special Farm Products Permits which allow gross vehicle weights in excess of 80,000 lbs. gross vehicle weight, and

WHEREAS, Minnesota Statute (M.S.) 169.86 authorizes local authorities to issues special permits to allow for heights, widths or load sizes in excess of those specified in M.S. 169, and

WHEREAS, M.S. 169.865 addresses the requirements that must be met for Special Farm Products Permits; and

WHEREAS, the Steele County Highway Department has received requests for annual Special Farm Products Permits, and

WHEREAS, the issuance of Special Farm Products Permits will allow haulers to increase gross weights and not exceed legal axle load limits through the use of six or seven axle vehicles, and

WHEREAS, the issuance of Special Farm Products Permits is not appropriate on all County Highways due to bridge capacity limitations.

THEREFORE BE IT RESOLVED, the County Engineer is authorized to issues Special Farm Products Permits in accordance with M.S. 169.86, and

BE IT FURTHER RESOLVED, permits shall only be issued on specific routes approved by the County Engineer, and

BE IT FURTHER RESOLVED, permits shall expire on December 31 of each year regardless of date of issuance.

Upon the vote being taken five commissioners vote in favor thereof, none absent 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 low bid for 2015 Bituminous Contract, SAP 74-610-03, 74-631-06 and CP 74-015-08 to Crane Creek Asphalt in the low bid amount of \$1,862,126.05 Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Glynn to approve the Purchase Agreement with Paul & Holly Gangelhoff. Ayes all.

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

WHEREAS, the County of Steele has entered into a Purchase Agreement dated May 26, 2015, whereby Steele County will purchase property located at 1123 44th Ave SE, Havana Township, legally described as:

All that part of the Southwest Quarter of the Northwest Quarter of Section 17, Township 107 North, Range 19 West, Steele County, Minnesota described by: Beginning as the Northwest corner of said Southwest Quarter of the Northwest Quarter; thence South 89 degrees 47 minutes 41 seconds East, assumed bearing, 582.00 feet along the North line of said Southwest Quarter of the Northwest Quarter; thence South 0 degrees 28 minutes 14 seconds West 521.00 feet along a line parallel with the West line of said Southwest Quarter of the Northwest Quarter; thence North 89 degrees 47 minutes 41 seconds West 582.00 feet along the West line of said Southwest Quarter of the Northwest Quarter; thence North 0 degrees 28 minutes 14 seconds East 521.00 feet to beginning. Containing 6.96 acres more or less. Subject to a public highway easement along the West line of said Southwest Quarter of the Northwest Quarter. Subject to other easements and restrictions of record if any,

from Paul and Holly Gangelhoff at a purchase price of \$216,500 as and for the CSAH 43 highway right of way; and

WHEREAS, the closing on this purchase is scheduled to occur by August 31, 2015; and

WHEREAS, the Board of Commissioners wishes to proceed with the above purchase; and

WHEREAS, the Board of Commissioners agrees to delegate its signing authority to an attorney from the Steele County Attorney's Office for closing pursuant to the Purchase Agreement and occupancy agreement; and

WHEREAS, the Board of Commissioners authorizes payment of all reasonable closing expenses associated with this closing and with the purchase of Owner's Title Insurance, resulting in an estimated total expense not to exceed \$218,000 for this purchase.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Steele County, Minnesota, that Steele County hereby directs an attorney from the Steele County Attorney's Office to act as its agent for the purposes of closing on the purchase of property from Paul and Holly Gangelhoff; and

BE IT FURTHER RESOLVED, by the Board of Commissioners of Steele County, Minnesota, that Steele County hereby authorizes payment for said purchase in an amount not to exceed \$218,000 for this purchase.

Upon the vote being taken five commissioners vote in favor thereof, none absent not voting. A copy of the Resolution is on file in the Auditor's office.

Commissioners Reports:

Commissioner Schultz reported on his attendance at the Children's Mental Health Collaborative.

Commissioner Glynn reported on his attendance at the Soil & Water Conservation District, a Tree Planting ceremony with students and JD 7 meeting.

Commissioner Ebeling reported on his attendance at the Southern Minnesota Tourism meeting.

Commissioner Brady attended the JD 7 meeting.

Commissioner Huntington reported on her attendance at the Internal Central Services meeting, Children's Mental Health Collaborative and met with MNPrairie.

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

LISTING OF BILLS

5/26/2015

A'viands, LLC	3,686.53
ACS Enterprise Solutions, Inc.	5,212.57
Block Plumbing & Heating, Inc.	2,312.50
City of Owatonna	46,629.50
CliftonLarsonAllen, LLP	3,600.00
Election Systems & Software, Inc.	10,821.39
Erickson Engineering Co, LLP	4,632.00
Stanley A. Groff	8,793.75
Hildi, Inc.	6,550.00
Mid-American Business Systems, Inc.	2,645.00
Motorola Solutions, Inc.	63,002.08
MVTL Laboratories, Inc.	6,024.00
Owatonna Motor Company	2,111.91
Southeast Service Cooperative	3,137.40
Steele County Highway Dept.	2,139.51
Steele County Treasurer	3,346.40
Stonebrooke Engineering, Inc.	13,948.90
Superior Jetting, Inc.	2,032.50
Turnkey Corrections	14,742.86
143 Warrants under \$2,000	64,935.86
Total:	\$270,304.69

Motion by Commissioner Glynn, seconded by Commissioner Brady to adjourn to the Call of the Chair at 7:47 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR