

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

September 22, 2015

STATE OF MINNESOTA)
) ss
 COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 7:00 p.m. on September 22, 2015 with Commissioners Huntington, Glynn, Schultz, Brady and Ebeling present. Also present were County Engineer Anita Benson, County Sheriff Lon Thiele, County Treasurer Cathy Piepho, 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 Schultz to approve the Minutes of September 8, 2015. Ayes all.

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

New Hires:

<i>Name</i>	<i>Position</i>	<i>Rating/Step</i>	<i>Start Date</i>
Craig Helgeson	Road Deputy – Sheriff’s Dept.	27/Start	09/22/15
Seth Hummel	Correctional Officer – Det. Ctr.	B24/1	09/28/15

Resignations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End</i>
Zachari Wagner	Deputy	Sheriff’s Office.	09/07/15
Thomas Hoban	Network Support Spec.	IT	09/18/15

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

WHEREAS, the County of Steele desires to improve efficiencies through participating in a more efficient court process with the Minnesota Judicial Branch; and

WHEREAS, as the Minnesota Judicial Branch moves toward a more efficient court process, the eCourtMN initiative is committed to ensuring that non-court governmental agencies have appropriate access to court records and documents; and

WHEREAS, Steele County desires to subscribe to Minnesota Court Data Services Program.

NOW, THEREFORE, BE IT RESOLVED that the Steele County Board of Commissioners approves and authorizes Daniel A. McIntosh, Steele County Attorney to sign the Master Subscriber Agreement for Minnesota Court Data Services for Governmental Agencies.

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 Schultz to approve advertising for Network Support Tech. open position in the IT department. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Brady to approve amending the 457(b) Deferred Compensation Plan with Nationwide Retirement Solutions to allow Roth Contributions. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Glynn to approve the Human Resources Information Systems/Payroll Contract with Kronos for the implementation and procurement of a new HRIS/Payroll system in the amount of \$57,300. Ayes All.

Motion by Commissioner Schultz, seconded by Commissioner Brady to approve the Nationwide Retirement Solutions Loan Procedure change. Ayes all.

Motion by Commissioner Ebeling, seconded by Commissioner Glynn to approve the following ditch levies for 2016: JD #5-7%; JD #6-.5% + int.; JD #7-20%; JD #10-18%.+ int.; JD #11-5%; JD #12-5%; JD #23-3%; JD #24- 7% + int.; CD #1-1%; CD#1, CH BR-20% + int.; CD #2-3%; CD #4-.5%; CD #5-.8%+ int.; CD

#20-5%; CD #22-2%; CD #27-10%; PTD #7-.5% + int.; PTD #8-20% + int.; PTD #9-18% + int.; PTD #11-12% + int.; PTD #17-12% + int., PTD #18-10% and JD #2-4.5%. Upon the vote being taken four Commissioners voting in favor thereof, Commissioner Brady abstaining.

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

WHEREAS, The County Board of Commissioners of the County of Steele, State of Minnesota, desires to offer for sale certain parcels of land that have forfeited for non-payment of taxes: and

WHEREAS, Said parcels of land have been viewed by the County Board of Commissioners and have been classified as non-conservation lands as provided for in Minnesota Statutes 282.01;

BE IT RESOLVED, that the parcels of tax forfeited land listed on the List of Tax-Forfeited Land be classified as non-conservation land; that the basic sale price of each parcel on the List of Tax Forfeited Land, which is on file with the Clerk of the County Board, be approved and authorization for a public sale of this land be granted, pursuant to M.S. 282.01; that the sale will be held at 10:00 a.m. on Monday, October 19, 2015 by the Steele County Auditor at the Steele County Auditor's Office in the Steele County Administration Center, for not less than the basic sale price; and that all sales shall be full payment or on the terms set forth on the List of Tax-Forfeited Lands.

BE IT FURTHER RESOLVED that the terms of the sale shall be for CASH OR APPROVED CHECK.

Subject to approval of the sale from the City of Ellendale and the City of Medford

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 Schultz to approve the quote from Revize in the amount of \$10,178 for the redesign of the website. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Schultz to approve advertising the sale of the house in Havana Township to be moved off site or to another location on the property outside of the area needed for road right of way and set the bid opening date for October 26, 2015 at 10 a.m. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Glynn to award the bid for SAP 74-645-35 to R.A.W. Construction for the low bid in the amount of \$156,692.64 which will replace the centerline pipe on CSAH 45 in advance of the pavement replacement project planned for next summer on CSAH 45 between TH 14 and CSAH 4. Ayes all.

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

Whereas; Contract No. 157004 with Traffic Marking Services has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept completed project for and in behalf of the Steele County Highway Department and authorize final payment as specified herein.

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.

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

WHEREAS, Steele County adopted a Solid Waste Ordinance in 1998 that contained a service fee provision to collect for solid waste management costs; and

WHEREAS, the annual service fee to owners for real and personal residential property is \$42.00 for each urban household and \$26.00 for each rural household for 2015; and

WHEREAS, the majority of the cost of the recycling program is the curbside collection of recyclables in the four cities of the county;

NOW, THEREFORE, BE IT RESOLVED that the Steele County Board of Commissioners hereby adopts the following revised the solid waste management service fee schedule, effective beginning in 2016:

\$44.00 for each urban household

\$26.00 for each rural household

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.

Commissioner Glynn offered a **Resolution** seconded by Commissioner Ebeling authorizing issuance and sale of General Obligation Refunding Bonds, Series 2015A.

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.

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

BE IT RESOLVED, that the preliminary net tax levy for 2016 be set at \$22,439,153 and the preliminary total budget be set at \$49,906,747.

BE IT FURTHER RESOLVED That the County Board set the time, date and location of the County Board meeting at which the final budget/tax levy will be discussed on December 15, 2015 at 6:00 p.m. This meeting will be held in the Steele County Administration Board Room.

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 Schultz, seconded by Commissioner Brady to approve the financial plan.

Ayes all.

Commissioners Reports:

Commissioner Schultz reported on his attendance at the HRC Committee and SEMCAC meeting. Commissioner Glynn reported on his attendance at the City of Blooming Prairie Council meeting and Workforce Development.

Commissioner Ebeling had no report.

Commissioner Brady reported on his attendance at the Southeast MN Water Resources Board, Cannon River Watershed and the AMC Policy Committee meeting.

Commissioner Huntington reported on her attendance at Mediation for South County Health Alliance, AMC policy meetings and MNPrairie.

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

LISTING OF BILLS

9/22/2015

30 th Place, LLC	17,503.65
A'viands, LLC	55,659.91
APG Media of Southern Minnesota, LLC	2,075.61
Briggs and Morgan, PA	2,854.00
CDW Government, Inc.	3,183.00
Computer Professionals Unlimited, Inc.	4,084.72
Erickson Engineering Co. LLC	4,551.00
Evergreen Land Services	3,501.00
Jones Haugh & Smith, Inc.	2,029.05
Mayo Clinic	5,072.00
MEI Total Elevator Solutions	7,920.13
Mora Psychological Services, PLLC	2,825.00
Motorola Solutions, Inc.	8,406.27
Mary Mundt	26,022.00
Kevin O'Connor	7,427.00
Olympic Fire Protection Corp.	2,056.81
Doug Pirkl	24,219.00
RDO Equipment Co. Inc.	6,208.19
Southern MN Construction Co. Inc.	4,683.60
Steele County Treasurer	18,840.58
Timms Trucking, Inc.	10,893.79
Trane U.S. Inc.	2,834.00
Turnkey Corrections	13,046.15
Vern Wilker	6,724.00
133 Warrants under \$2,000	<u>57,058.69</u>
Total:	\$302,293.66

Motion by Commissioner Glynn, seconded by Commissioner Brady to adjourn to the call of the Chair at 7:28 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR