

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

April 12, 2016

STATE OF MINNESOTA)
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 COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 5:30 p.m. on April 12, 2016 with Commissioners Brady, Huntington, Glynn, Schultz and Ebeling present. Also present were County Attorney Dan McIntosh, County Sheriff Lon Thiele, Planning & Zoning Director Dale Oolman, Environmental Services Director Scott Golberg, County Treasurer Cathy Piepho, County Administrator Laura Elvebak and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

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

Motion by Commissioner Huntington, seconded by Commissioner Glynn to place on file the correspondence from DHS commending staff for meeting Financial Reporting requirements in 2015. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Brady to approve the following consent agenda items. Ayes all.

- A. Approve the minutes of March 22, 2016.
- B. Approve the Bills.
- C. Approve the following Personnel Report:

New Hires/Transfers/Promotion:

<i>Name</i>	<i>Position</i>	<i>Rating/Step</i>	<i>Start Date</i>
Sean Grivette	Correctional Officer	B24/1	03/28/16
Heather Fast	RN	C42/3	04/04/16
Marta Grieman	Project Engineer	C42/1	04/25/16

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Tyler Ritter	Correctional Officer	Detention Center	04/01/16
Laurie Johnson	SSTS Specialist	Planning & Zoning	06/03/16

Anniversaries:

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Anniv. Date</i>
Matthew Gwin	Correctional Officer	9	04/03/16
Benjamin Wilson	Correctional Officer	2	04/13/16
Sean Benz	Asst. Director – Parks & Rec.	5	04/09/16
Joyce Prusha	Corporal	8	04/15/16
Trent Cottingham	Maint. Supervisor – Hwy.	10	04/25/16
James Cole	Asst. County Attorney I	8	04/30/16

Administrator 2016 Compensation:

<i>Name</i>	<i>Position</i>	<i>Action</i>
Laura Elvebak	County Administrator	2.50% COLA, retroactive to 01/01/16; and an increase on her 03/30/16 anniversary equivalent to what other County employees receive on their anniversary date.

- D. Approve the Management Agreement with Life Style, Inc. for management of 121 E. Mill St and 315 S. Cedar from 12/3/15 to 5/31/16 and 121 E. Mill from 6/1/16 to 12/31/16.
- E. Approve the Contract for Typing & Transcription Services with Janet Fandel at the County Attorney’s office.
- F. Accept the Community Services Policy Committee – Minutes
- G. Accept Public Safety Policy Committee – Minutes
- H. Approve Interpreter Contract Agreement with Julie Yearling to provide services at Public Health Nursing.
- I. Accept Probation Services Dashboard

Motion by Commissioner Brady, seconded by Commissioner Schultz to approve the On-Sale Liquor License for Spurgy’s Bar & Grill in Hope, MN. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Huntington to approve CUP #402 for Nicole & Chris Kilanowski to operate as a Commercial Dog Breeder for up to 20 adult dogs to be located in Section 1-107-21 of Meriden Township with conditions per the Planning Commission and to accept the Findings of Fact. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Schultz to approve the IUP #2016-03 for PCI Roads LLC for a Temporary Concrete Plant in the Jirele Gravel Pit located in Section 28-107-20 of Owatonna Township with conditions per the Planning Commission and to accept the Findings of Fact. Ayes all.

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

WHEREAS, the nation's 3,069 counties serving more than 300 million Americans provide essential services to create healthy, safe, vibrant and economically resilient communities; and

WHEREAS, Steele County and all counties take pride in our responsibility to protect and enhance the health, well-being and safety of our residents in efficient and cost-effective ways; and

WHEREAS, through National Association of Counties (NACo) President Sallie Clark's "Safe and Secure Counties" initiative, NACo is encouraging counties to focus on strengthening the safety and security of their communities; and

WHEREAS, in order to remain healthy, vibrant, safe, and economically competitive, America's counties provide public health, justice, emergency management and economic services that play a key role in everything from residents' daily health to disaster response; and

WHEREAS, each year since 1991 the National Association of Counties has encouraged counties across the country to actively promote programs and services to the public we serve;

NOW, THEREFORE, BE IT RESOLVED, that the Steele County Board of Commissioners do hereby proclaim April 2016 as National County Government Month and encourage all county officials, employees, and residents to participate in county government celebration activities.

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 Commission Schultz, seconded by Commissioner Huntington to approve the Performance Evaluation Summary for Administrator Elvebak. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Schultz to approve the Water Committee Appointments. Ayes all.

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

**Resolution to Support Watershed-Scale Planning efforts known as
One Watershed, One Plan**

WHEREAS, the Minnesota Board of Soil and Water Resources has developed policies for coordination and development of comprehensive watershed management plans, also known as One Watershed, One Plan, consistent with Minnesota Statutes, Chapter 103B.801, Comprehensive Watershed Management Planning Program; and

WHEREAS, Minnesota Statutes, Chapter 103B.301, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a local water management plan; and

WHEREAS, Minnesota Statutes, Chapter 103D.401, Watershed Management Plan, authorizes Minnesota Watershed Districts to develop and implement a watershed management plan; and

WHEREAS, Minnesota Statutes, Chapter 103C.331, subdivision 11, Comprehensive Plan, authorizes Minnesota Soil and Water Conservation Districts to develop and implement a comprehensive plan; and

NOW, THEREFORE, BE IT RESOLVED, that Steele County recognizes watershed-scale planning efforts consistent with Minnesota Statutes, Chapter 103B.801, also known as One Watershed, One Plan; and

BE IT FURTHER RESOLVED that Steele County welcomes the opportunity to collaborate with the counties, soil and water conservation districts, and watershed districts for watershed-scale planning efforts in the future.

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 Reports:

Commissioner Glynn reported on his attendance at the Community Corrections Act meeting in Waseca and the Workforce meeting.

Commissioner Huntington reported on her attendance at the SMART, Annual Township meeting, SCHA and the SCCL Board meeting.

Commissioner Brady reported on his attendance at the South Central Human Relations, Highway funding meeting in Freeborn County and Community Corrections Act meeting.

Commissioner Schultz reported on his attendance at SCHS, Annual Township meeting, South Central Human Relations, 911 Joint Dispatch, Fair Board and the SEMCAC meeting.

Commissioner Ebeling reported on his attendance at the EDA meeting, Annual Township, 911 Jt Dispatch meeting, South Country Health Alliance and the KODA meeting.

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

LISTING OF BILLS
4/14/2016

A'viands, LLC	5,309.28
Access Tonna Lock Service	2,044.00
Anoka County Secure	11,542.00
Briggs & Morgan, PA	9,700.50
Businessware Solutions Corporation	2,106.18
Computer Professionals Unlimited, Inc.	4,299.72
Dunham Associates, Inc.	2,900.00
Freeborn County Auditor-Treasurer	6,725.82
Information Systems Corp.	2,775.00
Innovative Office Solutions, LLC	5,973.47
Integra Telecom	2,806.32
Kronos Incorporated	2,340.00
Kwik Trip, Inc.	3,503.58
Local Government Information Systems	27,980.40
Loken Excavating & Drainage	3,435.12
Metro Sales, Inc.	6,425.53
MN Dept. of Natural Resources	2,256.47
Northern Safety Technology, Inc.	3,863.10
Olmsted County Community Svcs.	8,510.00
Owatonna Groundsmasters, Inc.	2,340.79
Owatonna Heating & Cooling, Inc.	85,625.00
Owatonna Hospital	2,855.50
Owatonna Public Utilities	13,041.31
Ratwik Roszak & Maloney, PA	2,010.38
Roger & Sons, LLC	48,146.32
Short Elliott Hendrickson, Inc.	3,903.15
Steele County Central Services	8,221.12
Steele County Highway Dept.	2,859.95
Steele County Treasurer	16,016.24
Stewart Sanitation	3,323.96
Turnkey Corrections	5,819.98
University of MN Regents	42,875.28
Verizon Wireless	3,274.58
Waste Management of WI-MN	53,606.20
WSB & Associates, Inc.	3,098.00
154 Warrants under \$2,000	<u>57,467.94</u>
Total:	\$468,982.19

Motion by Commissioner Glynn, seconded by Commissioner Huntington to adjourn the Call of the Chair at 6:03 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR