

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

April 26, 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 26, 2016 with Commissioners Schultz, Brady, Ebeling, Huntington and Glynn present. Also present were County Attorney Dan McIntosh, County Treasurer Cathy Piepho, County Assessor William Effertz, County Engineer Anita Benson, Human Resources Director Julie Johnson, County Administrator Laura Elvebak and Deputy County Auditor Brenda Blood.

Call to Order and Pledge of Allegiance.

Motion by Commissioner Glynn, seconded by Commissioner Huntington to appoint Brenda Blood as Clerk of the County Board. Ayes all.

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

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

- A. Approve the minutes of April 12, 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>
Adnane Afoda	Engineering Tech I	B23/3	04/18/16
Joyce Hartle	Chief Deputy Treasurer	C45/1	04/30/16
Jody Hartle	Chief Deputy Auditor	C45/1	04/30/16

**Resignations/Retirements/Terminations:**

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
John Haberman	Maintenance Technician	Highway	05/06/16

**Open Positions-Pending Board Approval:**

<i>Position</i>	<i>Department</i>	<i>Notes</i>
Maintenance Technician	Highway	Backfill Haberman

- D. Approve the On Sale Liquor License & Dance Permit for Monterey Ballroom.
- E. Approve the purchase of a DS200 Scanner and Tabulator for Elections in the amount of \$4,935.
- F. Approve the purchase of Audio/Video equipment for Conference Room 10 in the amount of \$2,698.38.
- G. Approve a 6 month unpaid Personal Leave of Absence for Cheryl Kruckeberg in the Recorder's Office.
- H. Approve the quote from Traffic Marking Services for crosswalk striping in the amount of \$16,970.25.
- I. Award the low quote for CP 74-016-003 to Doyle Conner Company in the amount of \$71,622 for concrete repairs.
- J. Award the low quote for CP 74-016-005 to Ulland Brothers Inc. in the amount of \$41,154.32 for maintenance overlay.
- K. Award bid for lawn mowing at the Parks and Landfill to Aug's All Home in the amount of \$450.00/per time.
- L. Approve purchase of ½ Ton 2016 Chevrolet Silverado Truck for park maintenance in the amount of \$30,672.00.
- M. Approve the Technical and Engineering Assistance Agreement with Clinton Falls Township for the replacement of Township Bridge No. 74516.
- N. Accept Internal Central Services Minutes.
- O. Accept the Land Use and Records Policy Committee Minutes.
- P. Accept the PWPC Minutes
- Q. Accept IT Dashboard.
- R. Accept Recorder Dashboard Q1.
- S. Accept March Building Permits.

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

**WHEREAS**, the current Collective Bargaining Agreement between the Law Enforcement Labor Service (LELS), Sheriff's Department – Certified Peace Officers Unit expired effective December 31, 2014.

**WHEREAS**, the County has recently negotiated a two (2) year labor agreement with LELS; and

**WHEREAS**, the proposed agreement is reasonable, fiscally prudent and within current budget parameters;

**NOW, THEREFORE, BE IT RESOLVED**, that the Steele County Board of Commissioners approves the proposed labor agreement effective January 1, 2015 through December 31, 2016 between

Steele County and the Law Enforcement Labor Services, Sheriff's Department – Certified Peace Officers Unit.

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 Huntington, seconded by Commissioner Glynn to approve the Temporary Event Body Art Establishment Permit for Katie Bissell of Kat's Tat's. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Glynn to appoint Lesa Hulloper as the temporary Tech Clerk Lead in the Recorder's Office. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Glynn to approve the GIS Summer Intern at a cost not to exceed \$7,900.00 with funds provided from the Compliance Fund. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Schultz to authorize advertising to refill the position of Subsurface Sewage Treatment System Specialist position in Planning & Zoning. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Brady to accept the Economic Development Creation Committee Recommendations and set a date for the public hearing on May 24<sup>th</sup> at 5:45 p.m. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Huntington to approve the Service Agreement with Waseca County regarding enforcement of the Aquatic Invasive Species Grant. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Glynn to approve the PR-003 Stoltz Access Variance request on CSAH 30. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Huntington to enter into a Professional Services Agreement with Evergreen Land Services to appraise the following properties with and without the house for purposes of establishing a minimum sale price and advertise the property for bids both with and without the houses on the properties. Property addresses: 1796 44<sup>th</sup> Ave. SE (Kath property) and 1123 44<sup>th</sup> Ave. SE (former Gangelhoff property). Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Brady to approve the low quote for CP 74-016-004 to Crane Creek Asphalt in the amount of \$59,903.05 for a maintenance mill and overlay on two segments of CSAH 45. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to approve the Annual County Boat and Water Safety Grant Agreement in the amount of \$2,144. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Huntington to move forward on the transition and service delivery of Probation Services and the creation of a Community Corrections Act (CCA) probation system with a recommendation to be made to the County Board by May 30<sup>th</sup> for final approval at the June 30<sup>th</sup> meeting. Commissioner Glynn is appointed to the CCA Committee with Commissioner Huntington as alternate. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to move forward with the intent to bid and to sell the old highway building as is with the details to come forth at the next meeting. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Glynn to award the PFM Group the contract for Municipal Advisory Services. Ayes all.

#### Commissioner Reports:

Commissioner Glynn reported on his attendance at MNPrairie, Board of Health and Ripley Ditch meetings.

Commissioner Huntington reported on her attendance at MNPrairie and Board of Health meetings, participated in the Road Tour and attended the MnDOT Court of Appeals hearing.

Commissioner Brady reported on his attendance at Drug Court, Ripley Ditch, Extension and South Central Human Relations Center meetings.

Commissioner Schultz reported on his attendance at South Central Human Relations Center meeting and requested a head count for the upcoming Fair Board meeting.

Commissioner Ebeling reported on his attendance at Extension and Board of Health meetings and participated in the Road Tour.

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

#### LISTING OF BILLS 4/26/2016

A'viands, LLC	16,124.50
Advanced Correctional Healthcare, Inc.	8,149.26

Bob Barker Company, Inc.	2,810.00
Bureau of Criminal Apprehension	9,975.00
Central Farm Services	5,038.42
Compass Minerals America	13,498.30
Dakota County Financial, Svc	15,921.17
Emergency Automotive Technology, Inc.	8,727.25
Erickson Engineering, Co.	4,414.00
John C. Hosfield	3,888.00
Innovative Office Solutions, LLC.	8,806.46
Jones Haugh & Smith, Inc.	3,516.50
Leo A. Hoffmann Center, Inc.	14,752.00
Local Government Information Systems	27,262.00
Mayo Clinic	3,736.50
Marriott Wardman Pk	2,987.73
MCCC MN 33	5,511.53
MN Dept of Transportation	25,497.21
MVTL Laboratories, Inc.	6,935.95
Napa Auto Parts	16,473.18
Oertel Architects	21,358.27
Project Lifesaver International	3,992.00
Ratwik Roszak & Maloney PA.	3,002.16
Reliance Telephone, Inc.	2,000.00
Rochester Sand & Gravel	2,800.00
South Central College	2,240.32
South Central Drug Investigation Unit	13,000.00
Steele County Highway Dept.	2,274.20
Steele County Revenue	3,807.25
Steele County Treasurer	9,323.49
Stonebrooke Engineering Inc.	3,915.57
Turnkey Corrections	18,329.62
Waste Management of WI-MN	53,616.30
WatchGuard Video	15,060.00
134 Warrants under \$2,000	<u>55,587.58</u>
<b>Total:</b>	<b>\$371,593.77</b>

Motion by Commissioner Huntington, seconded by Commissioner Glynn to adjourn the Call of the Chair at 5:57 p.m. Ayes all.

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CHAIRMAN

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