

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

August 2, 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 August 2, 2016 with Commissioners, Ebeling, Brady, Huntington, Schultz and Glynn present. Also present were County Attorney Dan McIntosh, County Engineer Anita Benson, County Sheriff Lon Thiele, Four Seasons Director Steve Schroht, Human Resources Director Julie Johnson, County Administrator Laura Elvebak and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

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

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

- A. Approve the Minutes of July 12, 2016.
- B. Approve the Emergency Management Grant Performance Grant in the amount of \$25,419.
- C. Approve advertising for Bids Quansets.
- D. Approve the Monarch Software Schedule G for the Recorder’s office and authorize the Recorder to sign.
- E. Approve the Software Program Agreement with Mid-State Computer Coop and Computer Professionals Unlimited, Inc. for the Tax Rewrite project.
- F. Accept the Informational Landfill Financing/Waste Assurance Report.
- G. Accept the Highway Department Dashboards.
- H. Accept the Land Use and Records Minutes.
- I. Accept the Public Works Minutes.

Motion by Commissioner Huntington, seconded by Commissioner Glynn to approve the following Personnel Report:

Anniversaries:

| <i>Name</i> | <i>Position-Dept</i> | <i>Step</i> | <i>Anniv. Date</i> |
|------------------|---------------------------|-------------|--------------------|
| Scott Hanson | Chief Deputy – Sheriff | 10 | 08/01/16 |
| Scott Golberg | Env. Services Director | 7 | 08/13/16 |
| Kristin Deplitch | Corr. Officer – Det. Ctr | 9 | 08/23/16 |
| Paul Prissel | Lieutenant – Det. Ctr. | 6 | 08/23/16 |
| Aaron Guzman | Road Deputy – Sheriff | 13 | 08/23/16 |
| Rick Kvien | Recorder | 6 | 08/24/16 |
| Greg Huebbe | Corr. Officer – Det. Ctr. | 3 | 08/27/16 |

Motion by Commissioner Schultz, seconded by Commissioner Huntington to approve the disposal of a 1990 GMC pick-up truck with 214,516 miles. Upon the vote being taken four Commissioners voting in favor thereof, Commissioner Glynn voting against.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to appoint Commissioner Brady and Commissioner Glynn to serve on the Canvassing Board for the 2016 Primary and General Election. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Brady to accept the low bid from Rink Systems to purchase rental skates and storage racks for Four Seasons in the amount of \$12,800. Ayes all.

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

Whereas; Contract No. 161604 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 said completed project for and in behalf of the Steele County Highway department for Project No. CP 074-016-004 to Crane Creek Asphalt (Div. of Mathy Construction) in the amount of \$69,628.02.

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 Schultz, seconded by Commissioner Huntington to approve the recommendation that the Board Chair and /or Vice Chair and County Administrator be delegated authority for contract change approvals for the Public Works Facility project with caveats as listed in staff recommendations. Ayes all.

The Public Hearing on the Tobacco Ordinance Amendment was open at 5:47 p.m.

Jane Nyquist reviewed the Tobacco Ordinance changes.

The meeting was the open to comments from those in attendance.

The Public Hearing was closed at 5:55 p.m.

Commissioner Glynn offered a **Resolution** seconded by Commissioner Huntington

Ordinance #26

AMENDING STEELE COUNTY TOBACCO ORDINANCE

Amending Steele County Tobacco Ordinance #26. The purpose is to protect the health, safety and general welfare of the people of Steele County from the adverse effects of unregulated sales, possession and use of tobacco, tobacco related devices, electronic delivery devices (also known as e-cigarettes) and nicotine and lobelia delivery products. Also to reduce the illegal sale, possession, and use of such products to and by minors. It offers definitions of these products, includes current Minnesota Laws relating to these products, bans the sale of these products in pharmacies and within 1000 feet of youth oriented facilities, and requires child resistant containers for e-juice. It defines the responsibilities of proprietors. This is only a summary of the ordinance and a copy of the full text is available for public inspection at the County Auditor's Office, 630 Florence Ave. Owatonna, MN 55060.

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 Brady to approve the Easement with the Owatonna Public Utilities for an Electrical Utility Line to provide electrical services to the new Public Works Facility Complex. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Schultz to authorize advertising for bids to have Quansets moved off of two county owned property and set the bid opening for August 24, 2016 at 11:30 a.m. in the County Boardroom. Ayes all.

Commissioners Reports:

Commissioner Glynn reported on his attendance at the MNPrairie Board meeting and the all MNPrairie meeting.

Commissioner Huntington reported on her attendance at the MNPrairie Board meeting, the all MNPrairie meeting, NACO Conference seminars including the Technology Summit, Next Gen. Comm., United Health Care, Video Mktg. and a Lecture on Human Trafficking.

Commissioner Brady reported on his attendance at the Southeast Minnesota Water Resources Board, Soil & Water Conservation, SCHR Board meeting, HWY 14 wrap up and a workshop on How to Conduct Board Meetings.

Commissioner Schultz reported on his attendance at the NACO Conference seminars including the Technology Summit, Overcrowded Jails, 1st NET Public Safety, Cyber Defense, Labor Force, AMC meeting, Ethical Leadership, Managing a County in Crisis and Messages for Media, MNPrairie meetings and the Historical Society meeting in Ellendale.

Commissioner Ebeling reported on his attendance at Emergency Communication Board, Drug Court picnic in Waseca and the all MNPrairie meeting.

Motion by Commissioner Glynn, seconded by Commissioner Schultz to approve the following listing of bills:

LISTING OF BILLS

8/2/2016

| | |
|---------------------------------|-----------|
| A'viands, LLC | 14,410.44 |
| AMCON | 8,745.00 |
| Aurora Township | 23,953.00 |
| Bureau of Criminal Apprehension | 9,500.00 |
| Central Farm Services | 3,813.35 |
| Crane Creek Asphalt | 5,260.66 |

| | |
|-----------------------------------|---------------------|
| Custom Communications, Inc. | 4,371.15 |
| Dakota County Financial, Svc. | 7,609.50 |
| Doyle Conner, Co. | 11,902.75 |
| East Central RJC | 3,626.00 |
| Evergreen Land Services | 3,121.90 |
| Four Seasons Centre | 7,700.00 |
| John C. Hosfield | 2,190.00 |
| Innovative Office Solutions, LLC | 4,412.51 |
| Integra Telecom | 2,793.85 |
| Jones Haugh & Smith, Inc. | 9,051.44 |
| Matejeck Implement, Co. | 3,829.55 |
| Mayo Clinic | 6,450.50 |
| MCCC MI 33 | 5,408.00 |
| Mike's Repair | 4,238.70 |
| MVTL Laboratories, Inc. | 11,620.80 |
| Oertel Architects | 15,129.52 |
| Office of MN IT Service | 3,080.45 |
| Olmsted County Community Svcs. | 18,155.00 |
| Owatonna Public Utilities | 18,320.39 |
| Phelan, P.A Inc. /Francis J. | 2,020.00 |
| Pictometry International Corp. | 24,096.67 |
| Schultz Excavating | 9,190.00 |
| Southern MN Construction Co. Inc. | 4,364.01 |
| Steele County Revenue | 6,776.01 |
| Steele County Treasurer | 9,323.49 |
| Stonebrooke Engineering, Inc. | 40,056.60 |
| Traffic Marking Service, Inc. | 5,002.25 |
| Turnkey Corrections | 12,544.46 |
| Verizon Wireless | 2,360.26 |
| Waste Management of WI-MN | 52,047.41 |
| 143 Warrants under \$2,000 | 66,995.70 |
| Total: | \$443,562.32 |

Motion by Commissioner Glynn, seconded by Commissioner Huntington to adjourn to the Call of the Chair at 6:28 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR