

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

August 23, 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 23, 2016 with Commissioners, Brady, Huntington, Schultz, Glynn and Ebeling present. Also present were County Attorney Dan McIntosh, County Engineer Anita Benson, County Administrator Laura Elvebak, Environmental Services Director Scott Golberg and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

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

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

- A. Approve the Minutes of August 2, 2016.
- B. Approve the Listing of Bills.
- C. Approve Out of State travel request for two correctional staff to Zuecher training in South Dakota.
- D. Approve annual service agreement between Motorola and the Sheriff’s office.
- E. Accept preliminary plat for Opportunity Addition-Old Highway site.
- F. Accept the Land Use and Records Minutes.
- G. Accept the Public Works Minutes.
- H. Accept Internal Central Services Minutes for August 3rd and August 17th.
- I. Accept Public Safety Minutes.
- J. Accept Probation Officer job descriptions classification request.

Motion by Commissioner Glynn, seconded by Commissioner Schultz to approve the following Personnel

Report:

New Hires/Promotions:

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Start Date</i>
Becky McCarty	Asst. County Engineer	7	08/22/16
Jodi Bushey	Jail Administrator	11	09/12/16
Stephen Tschopp	Maintenance Technician	4	09/01/16
Jarred Robinson	Maintenance Technician	4	09/01/16
Jayson Teichroew	Deputy - Courthouse	5	08/29/16

Resignations/Retirements:

<i>Name</i>	<i>Position-Dept</i>	<i>Dept</i>	<i>End Date</i>
Michael Merry	Network Support Specialist	IT	08/19/16
Tony Zacharias	Maintenance Technician	Highway	09/06/16

Motion by Commissioner Brady, seconded by Commissioner Huntington to approve replacing the full-time Program Assistant Coordinator position at the Detention Center and allow part-time CARE Case Manager, Jovae Priebe to work additional hours until new full-time Program Asst. Coordinator is in place. Ayes all.

Motion by Commissioner Schultz seconded by Commissioner Glynn to approve hiring a student GIS intern to be funded by the compliance fund. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Glynn to approve the addition of a VS32 Paging Module for the Courthouse complex. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Brady to approve the Jail Commissary agreement and contract extension with TurnKey Corrections. They will also install three additional inmate kiosks at the Detention Center at no cost. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Glynn to approve the finance procedures for the Detention Center using TEAM software. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Schultz to approve Change Order No. 1 to Greystone contract in the amount of minus \$2,200. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Glynn to approve of Award Option A bid for the sale of property at 1123 SE 44th Ave. with house for high bid amount of \$123,850 to Dalton Wanous. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Huntington to approve the Evergreen Land Services agreement to assist with the closing of the 44th Avenue property. Ayes all.

Commissioner Huntington offered a **Resolution** seconded by Commissioner Schultz to approve the final payment to Doyle Connor Company in the amount of \$4,518.10 for CP 74-016-03. 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.

Commissioner Glynn offered a **Resolution** seconded by Commissioner Huntington to approve the final payment to R.A.W. Construction in the amount of \$3,243.49 for SAP 74-645-35. 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.

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

BE IT RESOLVED by Steele County that the County enter into a Grant Agreement with the MN Department of Veterans Affairs to conduct the County Veterans Service Office Operational Enhancement Grant Program. The grant must be used to provide outreach to the county's veterans; to assist in their reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans and to enhance the operations of the county veterans service office, as specified in Minnesota Laws 2015, Chapter 77 Article 1, Section 37, Subdivision 2. This grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by Steele County that Rene Gilormini, the County Veterans Service Officer, be authorized to execute the grant contract for the above-mentioned program on behalf of the county.

WHEREUPON the above resolution was adopted at a regular meeting of the County Commissioners this 23rd day of August, 2016.

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.

The Public Hearing for amending the Steele County Water Plan was then opened at 5:54 p.m.

Environmental Services Director Scott Golberg explained the purpose and gave an overview and background.

The hearing was then open for questions from those in attendance.

Motion by Commissioner Schultz, seconded by Commissioner Glynn to close the public hearing. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Huntington to set a second public hearing date for October 11, 2016 at 5:45 p.m., which will be after a 30-day state agency review period. Ayes all.

Commissioners Reports:

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

Commissioner Huntington reported on her attendance at the MNPrairie Board meeting, South Country Health Alliance Joint Powers Board meeting, Mets Work Group (Software), MNPrairie Finance Committee, City/County Joint Transportation meeting and AMC Strategic Planning.

Commissioner Brady reported on his attendance at South Central Human Relations and Canvassing Board.

Commissioner Schultz reported on his attendance at the Fair Board, SEMCAC meeting and City/County Joint Transportation meeting and South Central Human Relations Center.

Commissioner Ebeling reported on his attendance at Emergency Communication Board and Law Library meeting.

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

LISTING OF BILLS

8/23/2016

30 th Place LLC	17,674.75
A'viands, LLC	20,186.89
Advanced Correctional Healthcare Inc	9,343.48
AGI Electric LLC	2,375.00
All Systems Installation Inc	77,006.00
AMCON	15,357.00
APG Media of Southern Minnesota LLC	2,068.43
Asbestrol Inc	3,800.00
Aug's All Home Services	2,135.00
Borneke Construction, Inc.	21,277.30
Bushey/Jodi L	8,175.00
Businessware Solutions Corporation	2,027.04
Carlson McCain Inc	2,100.00
Chosen Valley Testing Inc.	2,500.00
CliftonLarsonAllen LLP	2,500.00
Computer Professionals Unlimited Inc	4,219.72

Continental Research Corp	2,179.56
Corporate Recognition Inc	2,173.98
Crane Creek Asphalt	7,703.70
Custom Communications, Inc.	3,103.54
Dakota County Financial, Svc.	2,617.54
Einhaus Mattison Carver & Haberman PA	2,269.00
Fidlar Technologies Inc.	2,500.00
Flooring Frenzy & More	4,757.10
Harlands Tire & Auto Center	3,192.50
Hillyard-Hutchinson	3,275.09
Honeywell Inc	5,671.62
Hyatt Regency	2,109.92
Jones Haugh & Smith, Inc.	3,118.40
Loken Excavating & Drainage	2,378.05
MACO	3,000.00
Malo Roofing, Inc.	2,436.00
Mn Dept of Natural Resources	2,250.00
Napa Auto Parts	2,088.43
Oertel Architects	32,153.29
Owatonna Motor Company	7,481.52
RDO Equipment Co, Inc	7,284.55
Reliance Telephone Inc.	2,500.00
Riverland Comm College Austin	2,000.00
Schindler Elevator Corp Inc	2,640.84
Steele County Treasurer	9,323.49
Steele County Treasurer - PCP	13,432.36
Steele-Waseca Drug Court	2,000.00
Thompson Reuters – West	4,584.60
Trane U.S. Inc.	19,735.22
Turnkey Corrections	15,749.78
Univ of MN Regents	3,486.22
Zuercher Technologies LLC	18,064.46
201 Warrants under \$2,000	<u>65,503.25</u>
Total:	\$455,509.62

Motion by Commissioner Glynn, seconded by Commissioner Huntington to adjourn to the Call of the Chair at 6:25 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR