

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

June 28, 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 June 28, 2016 with Commissioners Ebeling, Brady, Huntington and Schultz present. Commissioner Glynn was absent. Also present were County Engineer Anita Benson, County Treasurer Cathy Piepho, County Assessor Bill Effertz, 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 Schultz, seconded by Commissioner Huntington to approve the following consent agenda items. Ayes all.

- A. Approve the Listing of Bills.
- B. Approve the following Personnel Report:

New Hires/Promotions. Positions previously approved by Board:

<i>Name</i>	<i>Position</i>	<i>Rating/Step</i>	<i>Start Date</i>
Katherine Somage (promotion)	SSTS Specialist	B24/1	07/07/16

Resignations/Retirements:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Pamela Carty	Appraiser	Assessor	07/08/16

- C. Approve the On and Off sale 3.2 Percent Malt Liquors License for Finch’s Pub of Hope, MN.
- D. Approve the Recount Agreements with the Secretary of State for the Primary and General Elections.
- E. Approve the variance to allow 15” culvert to be extended as part of access widening on CSAH 45, PR-16-014.
- F. Approve Water Plan Public Hearing for August 23, 2016 at 5:45 p.m. for the draft water plan.
- G. Approve the Landfill purchase of a Bomag BC772RB-4 Compactor from Nuss Truck & Equipment in the amount of \$495,000.
- H. Award bid for CP 74-016-06 to Crane Creek Asphalt for the Bituminous Maintenance Overlays project in the amount of \$453,153.52.
- I. Accept Highway Annual Financial Report.
- J. Accept May Building Permits.
- K. Accept Treasurer’s Dashboards.
- L. Accept the PWPC Minutes.
- M. Accept Land Use and Records Policy Committee Minutes.

Motion by Commissioner Brady, seconded by Commissioner Schultz to approve Board Minutes from June 14, 2016 and June 16, 2016. Ayes All.

Senator Vicki Jensen spoke to the Board about updates on the legislative session and discussed Legislative priorities.

The Board met as the Board of Appeal & Equalization at 5:45 p.m.

The Board reconvened the Regular meeting at 5:50 p.m.

Commissioner Huntington offered the following Resolution seconded by Commissioner Brady

**RESOLUTION ESTABLISHING A UOCAVA
ABSENTEE BALLOT BOARD**

WHEREAS, Steele County is required by Minnesota Statute 203B.121, Subd. 1 to establish a UOCAVA Absentee Ballot Board effective June 24, 2016; and

WHEREAS, this board will bring uniformity in the processing of accepting or rejecting returned UOCAVA absentee ballots in Steele County; and

WHEREAS, the UOCAVA Absentee Ballot Board would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 or deputy county auditors trained in the processing and county of absentee ballots:

THEREFORE, BE IT RESOLVED THAT, the Steele County Board of Commissioners hereby establishes a UOCAVA Absentee Ballot Board that would consist of a sufficient number of election judges as provided in Sections 204B.19 to 204B.22 or deputy auditors to perform the task.

Upon the vote being taken, four Commissioners voted in favor thereof. Commissioner Glynn 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 Local Option Disaster Abatement for Boyd Abbe in the amount of \$244. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to approve the Local Option Disaster Abatement for Debra Schmidt in the amount of \$1,055. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to approve the Fidlar Software update for the Records office in the amount of 2,500. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Huntington to approve the Out-of-County Waste Policy Follow-up for the Steele County Landfill. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to approve the purchase of 2 electric ranges from Lowes in the amount of \$856.72 and to approve the bid from Quality Electric Services Inc. in the amount of \$1,255 for installing range outlets on the north wall of the kitchen for the Community Center. Ayes all.

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

WHEREAS; Contract No. 154204 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 and authorize final payment as specified herein on Project No. SAP 074-642-004.

Upon the vote being taken, four Commissioners voted in favor thereof. Commissioner Glynn absent and not voting. A copy of the Resolution is on file in the Auditor's office.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to award the bid for the purchase and removal from site; one 6,000 gallon ConVault AST diesel fuel tank and one 4,000 gallon ConValult AST gasoline fuel tank located at 828 Hoffman Drive in Owatonna in the amount of \$200 to Central Farm Service of Owatonna. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Brady to set July 5, 2016 at 5 p.m. for a meeting of PTD #7 to accept the Petition to Relocate a Portion of Public Tile #7, appoint an Engineer and set a public hearing date. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Huntington to authorize advertising for bids to sell the former Gangelhoff Property and to set the bid opening for August 15, 2016 at 10:00 a.m. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to approve the Disposition of the old Highway Site (North Street and Hoffman Road Sites) through a Request for Proposal (RFP) process to provide for development along a key corridor in Steele County. Upon the vote being taken, three Commissioners voted in favor thereof, Commissioner Brady voting against and Commissioner Glynn absent.

Motion by Commissioner Schultz, seconded by Commissioner Brady to approve amending the contract with Stonebrooke Engineering to perform the work needed to complete the platting process. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to amend the contract agreement with ELS and to proceed with securing warranty deed titles for the properties. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to approve the HSEM Sub Grant Agreement in the amount of \$1,936,953. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to approve the revised Steele County Tobacco Ordinance and set a public hearing date for August 2, 2016 at 5:45 p.m. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to approve the Forbearance Agreement relating to SCCL's Nursing Facility Revenue Not for a 6 month extension. Ayes all.

Commissioner Reports:

Commissioner Huntington reported on her attendance at the AMC Directors meeting and MNPrarie-2017 budget meeting.

Commissioner Brady reported on his attendance at the Water Board and the South Central Human Relations meeting.

Commissioner Schultz reported on his attendance at the South Central Human Relations meeting.

Commissioner Ebeling reported on his attendance at the SCCL and JD 24 meetings.

The Board recessed to go into a closed session at 5:45 p.m.

The Board reconvened the Regular meeting at 6:27 p.m.

Motion by Commissioner Huntington, seconded by Commissioner Schultz to accept the appraisal for the property located at 1796 44th Ave SE, Havana Township, MN and direct County Engineer Anita Benson to negotiate with the property owners. Ayes all.

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

LISTING OF BILLS
06/28/2016

A'viands, LLC	10,370.54
AMCON	14,542.00
B & W Control Specialists	2,916.00
Central Farm Services	3,522.35
Crane Creek Asphalt	5,123.92
Dakota County Financial Svc.	7,114.45
Evergreen Land Services	4,360.00
John C. Hosfield	3,018.00
Independent Emergency Services, LLC	13,634.12
Leo A. Hoffmann Center, Inc.	6,448.00
Steele County Treasurer	13,643.49
Stonebrooke Engineering, Inc.	20,432.68
Strategoc Insights, Inc.	2,025.00
Streamline Communications, LLC	5,396.76
Thomson Reuters- West	2,297.57
Trane U.S. Inc.	4,241.44
Turnkey Corrections	8,715.48
University of MN Regents	42,885.39
Verizon Wireless	2,204.51
Waste Management of WI-MN	53,052.51
158 Warrants under \$2,000	<u>52,563.43</u>
Total:	\$278,507.64

Motion by Commissioner Huntington, seconded by Commissioner Schultz to adjourn to the Call of the Chair at 6:27 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR