

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

November 15, 2016

STATE OF MINNESOTA)

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COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 6:00 p.m. on November 15, 2016 with Commissioners Huntington, Schultz, Glynn and Brady present. Commissioner Ebeling absent. Also present were County Sheriff Lon Thiele, Environmental Services Director Scott Golberg, Asst. Human Resources Director Gina McGuire, County Engineer Anita Benson, County Attorney Dan McIntosh, 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 Schultz to approve the agenda with the removal of item #5 from the Consent Agenda. Ayes all.

Motion by Commissioner Huntington, seconded by Commissioner Glynn to approve the following Consent Agenda items with the removal of item #5. Ayes all.

A. Approve the Minutes of October 25, 2016.

B. Approve the following personnel actions:

Anniversaries:

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Anniv. Date</i>
Lucas Dreher	Det. Ctr. Correctional Officer	2	11/09/16
Dawn Grunklee	Det. Ctr. Correctional Officer	7	11/13/16

C. Approve annual South Central Drug Investigative Unit Joint Powers Agreement.

D. Approve the Lifesaver Grant program in order to assist in locating individuals that wander away from the caregiver. The SCSO received a \$2,000 grant to participate.

E. Approve the renewal of a five year Pepsi Beverage Contract with the Four Seasons Centre effective December 1, 2016 to December 1, 2021.

F. Accept Draft Plan 2017-2025 Highway and Bridge Capital Improvement Plan and refer to November 29th C.O.W. Meeting draft for review.

G. Approve submitting a request to the Bureau of Criminal Apprehension to reimburse funds for criminal investigations.

H. Accept a donation of \$150 from the Traveling Wall to escort the wall from the SCFF to the Rice County line.

I. Accept Community Services Committee Meeting Minutes.

J. Accept Public Safety Policy Committee Minutes.

K. Accept Internal Central Services Policy Committee Minutes.

L. Accept Public Works Minutes.

M. Accept third quarter Highway Department Dashboards.

N. Accept Probation Services Dashboard.

Motion by Commissioner Schultz, seconded by Commissioner Glynn to approve the request from Curtis Hayes to renew CUP #186 allowing the mining of sand and gravel in the NW ¼ of the NE ¼, of Section 9-108-20, Medford 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 Amendment of CUP #348 to Kevin Christianson to allow the light assembly of products used in marine and other motorized vehicles in the building currently permitted for minivan storage used for busing. The permit would also allow for the construction of an additional building located in the NE ¼, SE ¼, Section 26-105-19 with conditions per the Planning Commission and to accept the Findings of Fact. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Huntington to deny the leave of absence request from Public Health Nurse Katie Klocek. Ayes all.

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

**REAPPOINTING WILLIAM EFFERTZ AS THE STEELE COUNTY ASSESSOR A FOUR-YEAR
TERM FOR THE PERIOD FROM
JANUARY 1, 2017 THROUGH DECEMBER 31, 2020**

WHEREAS, Minnesota Statute §273.061, subdivision 1, requires the appointment of a County Assessor,
and

WHEREAS, Minnesota Statute §273.061, subdivision 2, provides for the term of four years, to begin January 1 or every fourth year after 1973.

NOW THEREFORE BE IT RESOLVED THAT, by Board of County Commissioners in and for the County of Steele, Minnesota, that William Effertz be and hereby is reappointed to the position of Steele County Assessor effective January 1, 2017, through December 31, 2020.

Upon the vote being taken, 4 Commissioners voted in favor thereof, Commissioner Ebeling absent and not voting. A copy of the Resolution is on file in the Auditor's office.

Motion by Commissioner Glynn, seconded by Commissioner Huntington to approve the request of a 1.0 (FTE) Civil Process Position in the Sheriff's Office. It will backfill the vacancy of the retirement of a .75 (PTE) position. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Schultz to approve the request to fill the Custodian position in Building & Grounds due to a retirement as of January 1, 2017. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Huntington to approve the request to fill the Administrative Support Assistant position in the Extension Office due to a retirement. Ayes all.

Commissioner Huntington offered the following **Resolution**, seconded by Commissioner Schultz.

WHEREAS; Contract No. 161601 has in all things been completed, and the County Board being fully advised in the premises,

NOW, THEREFORE, 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 for Project No. CP 074-016-001 to Sir Lines-A-Lot in the amount of \$7,339.00.

Upon the vote being taken, 4 Commissioners voted in favor thereof, Commissioner Ebeling 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 deny the request for the PR16-024 Access Variance request –CSAH 4 for Eric Hansen in Lemond township. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Huntington to approve PR16-029 Access Variance Request CSAH 49 for Kevin O'Connor to eliminate two nonconforming access points and provide for one new nonconforming access point to provide reasonable access to the property in Medford township. Ayes all.

Motion by Commissioner Schultz, seconded by Commissioner Glynn to approve authorization of the Chairman to sign a letter of understanding with the Minnesota Geological Survey to begin the process of developing a geologic atlas of Steele County. Ayes all.

Year to Date Budget Performance Report was given by Cathy Piepho.

Motion by Commissioner Huntington, seconded by Commissioner Glynn to accept the low bid not to exceed \$10,620 to replace a commercial washer at the Detention Center. Ayes all.

Commissioner Reports:

Commissioner Glynn reported on his attendance at a CCA meeting, LEC Committee meeting, SE EMS joint meeting, Workforce Development, Canvassing Board, Cannon River Watershed meeting and MNPrairie meeting.

Commissioner Huntington reported on her attendance at the MNPrairie meeting and the SCCL meeting. Commissioner Schultz reported on his attendance at the 911 Jt Dispatch meeting, SCFF – Ag Society Annual meeting, Open House for Stacie's house and SEMCAC meeting.

Commissioner Brady reported on his attendance at the Somerset Township meeting, Soil & Water meeting, Steele –Rice Extension meeting and extension interviews.

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

LISTING OF BILLS
11/15/2016

30 th Place LLC	17,383.28
Amazon	9,630.70
A'viands LLC	9,514.45
AMCON	9,255.50
Black Forest Ltd	5,226.45
CDW Government Inc	2,005.21
Central Farm Services	4,070.02
Computer Professionals Unlimited Inc	4,719.72
Evergreen Land Services	3,096.61
Four Seasons Centre	4,413.75
H & R Construction Co, Inc	13,869.76
Hewlett-Packard Company	8,643.15
ICON Constructors LLC	309,280.50
Innovative Office Solution LLC	2,693.77
Integra Telecom	2,945.94
Intereum Inc	3,377.02
J R's Advanced Recyclers Inc	8,766.30
Johnson Hardware Company	5,437.00
KVM Switches	3,895.32
Kwik Trip Inc	3,773.41
L & M Boiler Systems Corp	2,270.50
Local Government Information Systems	28,449.50
Loken Excavating & Drainage	13,260.00
Mathiowetz Construction	94,262.00
Matrix Communications Inc	5,339.97
Medford Sand & Gravel LLC	2,530.06
Mike's Repair	2,021.04
Mn Dept of Transportation	7,378.38
Mn Pollution Control Agency	67,049.49
MN Prairie County Alliance	3,973.32
Nuss Truck and Equipment	495,000.00
Oertel Architects	27,207.82
Owatonna Groundsmasters Inc	32,592.00
Protective Tech	3,698.12
R & K Electric	5,392.95
RDO Trust Acct 80-5800	4,856.96
Rink Systems	7,350.00
Rocon Inc	15,700.00
Michelle Schmid-Egleston	3,000.00
Steele County Central Services	3,996.20
Steele County Treasurer	9,323.49
Steele County Treasurer-PCP	24,648.61
Thiele Trucking LLC	2,971.53
205 Warrants under \$2,000	<u>51,031.63</u>
Total:	1,345,301.43

Motion by Commissioner Glynn, seconded by Commissioner Huntington to adjourn to the Call of the Chair at 6:50 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR