

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

June 27, 2017

STATE OF MINNESOTA)
) ss
 COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 5:04 p.m. on June 27, 2017 with Commissioners Gnemi, Glynn, Brady, Abbe, and Krueger present. Also present were County Attorney Dan McIntosh, County Sheriff Lon Thiele, County Treasurer Catherine Piepho, Human Resources Director Julie Johnson, Planning & Zoning Director Dale Oolman, Jail Administrator Jodi Bushey, Detention Center Lieutenant Paul Prissel, Chief Deputy Scott Hanson, Community Corrections Director Tim Schammel, County Assessor Bill Effertz, County Engineer Al Forsberg, Court Administrator Robin Hoesley, 4 Season/Park & Rec. Director Steven Schroht, County Administrator Janice Fransen and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

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

Motion by Commissioner Krueger, seconded by Commissioner Abbe to approve the following consent agenda items. Ayes all.

- A. Approve the Work Session Minutes and Board Minutes of June 13, 2017 and Board of Equalization of June 15, 2017.
- B. Approve the Bills.
- C. Approve the following personnel actions:

New Hires/Promotions:

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Start Date</i>
Jared Weese	Correctional Officer	1	06/29/17
Rusty Bailey	Correctional Officer	1	06/29/17

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Benjamin Mueller	Network Support Technician	IT	06/22/17
Dennis Grunwald	Ditch Inspector	Auditor/Hwy	06/23/17

Anniversaries:

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Anniv. Date</i>
-------------	----------------------	-------------	--------------------

- D. Approve the On-Sale and Off-Sale Liquor license renewal for Finch’s Pub and a Temporary 1-4 day permit Hard Liquor license for Knights of Columbus.
- E. Approve an agreement between the Steele County Detention Center and the MN Department of Revenue for Revenue Recapture Services.
- F. Approve an agreement between the Steele County Probation Services and the MN Department of Revenue for Revenue Recapture Services.
- G. Approve appointment of Steele County Community Corrections Advisory Board members for a two-year term.
- H. Approve Out of State travel request for Chief Deputy Scott Hanson to attend the NADCP Conference in Washington DC, July 9-12.
- I. Approve OPU a permanent Utility Easement along the East property line to the new Public Works Facility Complex.
- J. Approve a one year lease extension in the amount of \$15,810 from June 1, 2018 – May 31, 2019 with an option to extend for three months located at 900 30th Place NW for the Steele County Highway Department shop facility.
- K. Accept donation of five Radiant Heaters from Viracon to the Four Seasons Centre.
- L. Approve ice rate increase of \$5.00 per hour for the 2017/2018 ice season to \$170 per hour.
- M. Accept Public Safety Minutes.
- N. Accept Land Use and Records Minutes.

Human Resource Director, Julie Johnson introduced Kate Schraeder as our new Records Supervisor in the Steele County Sheriff’s office.

This month's Steele Spotlight featured Liane Peterson and Melissa Trihus from the Records office highlighting how they've streamlined their passport application process to be more efficient and effective.

A presentation on Tourism & Minnesota's Economy was given by Katie Godfrey from the Chamber of Commerce.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to approve the Restated Lease Agreement between Steele County and the City of Owatonna at \$5,000 per month for the temporary use of the Fire Hall. Ayes all.

Commissioner Krueger offered the following **Resolution**, seconded by Commissioner Abbe

Resolution Adopting Negotiated Changes To The

2017 – 2018 LELS

Sheriff's Department – Sergeants Unit

WHEREAS, the current Collective Bargaining Agreement between the Law Enforcement Labor Service (LELS), Sheriff's Department – Sergeants Unit expired effective December 31, 2016; and

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, 2017 through December 31, 2018 between Steele County and the Law Enforcement Labor Services, Sheriff's Department – Sergeants 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.

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

Resolution Adopting Negotiated Changes To The

2017 – 2018 Minnesota Teamsters Public and Law Enforcement

Employees' Union, Local #320

Detention Center Non-Licensed Essential Correctional Sergeants Labor Agreement

WHEREAS, the current Collective Bargaining Agreement between the Minnesota Teamsters Public and Law Enforcement Employees' Union, Local #320, Detention Center Non-Licensed Essential Correctional Sergeants expired effective December 31, 2016; and

WHEREAS, the County has recently negotiated a two (2) year labor agreement with TEAMSTERS; 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, 2017 through December 31, 2018 between Steele County and the Minnesota Teamsters Public and Law Enforcement Employees' Union, Local #320, Detention Center Non-Licensed Essential Correctional Sergeants.

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 the following **Resolution**, seconded by Commissioner Gnemi

WHEREAS, The Minnesota Department of Transportation (MnDOT) wishes to cooperate closely with local units of government to coordinate the delivery of transportation services and maximize the efficient delivery of such services at all levels of government; and

WHEREAS, MnDOT and local governments are authorized by Minnesota Statutes sections 471.59, 174.02 and 161.20, to undertake collaborative efforts for the design, construction, maintenance and operation of state and local roads; and

WHEREAS, The parties wish to be able to respond quickly and efficiently to such opportunities for collaboration, and have determined that MnDOT having the ability to write work orders against a master contract would provide the greatest flexibility in responding to identified needs;

NOW THEREFORE, BE IT RESOLVED by the County Board of Commissioners of Steele County, Minnesota

1. That the County of Steele enters a Master Contract No. 1028519 with the Minnesota Department of Transportation.
2. That the proper County officers are authorized to execute such contract and any amendments thereto.
3. That the Steele County Professional Engineer - Highway Department Head is authorized to negotiate work order contracts pursuant to the Master Contract, which work orders, may provide for payment to or from MnDOT, and that Steele County Professional Engineer - Highway Department Head may execute such work order contracts on behalf of the County without further approval by this Board.

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 Krueger offered the following **Resolution**, seconded by Commissioner Gnemi

RESOLUTION REGARDING THE ELECTION OF JURISDICTION FOR THE MINNESOTA BUFFER LAW

WHEREAS, provisions in Minnesota Statute 103F.48 (Buffer Law) allow a county or watershed district to affirm jurisdiction to carry out the compliance provisions regarding riparian vegetated buffers and alternative water quality practices for those waterbodies identified on the Department of Natural Resources' Buffer Protection Map; and

WHEREAS, a county with jurisdiction over a noncompliant site shall enforce corrective actions through a coordinated approach under the authority granted in Minnesota Statute 103B.101, subd. 12a, the Buffer Law or other authority granted by statute; and

WHEREAS, Steele County Board of Commissioners agrees to carry out corrective actions on a parcel basis to ensure compliance with the buffer requirements, which may include an Administrative Penalty Order (APO) plan under the authority provided in Minnesota Statutes 103B.101, subd. 12a and 103F.48; and

WHEREAS, Steele County is electing jurisdiction on all public drainage ditches for which it is the drainage authority and public waters, located within its boundaries, identified on the Department of Natural Resources' Buffer Protection Map; and

WHEREAS, the Buffer Law requires that each Local Government Unit provide notice affirming jurisdiction and identify the rule, ordinance, or other official controls that will be used to carry out the compliance provisions of the buffer requirements to the Board of Water and Soil Resources, including a copy of the adopting resolution.

THEREFORE, BE IT RESOLVED that Steele County hereby accepts the authority and administrative responsibility to implement the Buffer Law as the Local Government Unit within the legal boundaries of Steele County for the water features identified above as of June 27, 2017 in accordance with Minnesota Statute 103F.48.

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 Glynn, seconded by Commissioner Gnemi to set the date for a Public Hearing for the GIS Fee Schedule for July 25, 2017 at 5:15 p.m. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Glynn to approve the agreement with C&S Vending for staff vending services at the Detention Center effective June 27, 2017 – May 30, 2020. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to approve the renewal of the Joint Powers Agreement between the MN Department of Corrections and Steele County for work release services from July 1, 2017 – June 30, 2018 and HOF Offenders from July 1, 2017 – June 30, 2019. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Glynn to issue an RFP for Chemical Dependency Treatment at the Detention Center. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Glynn to approve the three-year renewal contract from June 1, 2017 – May 31, 2020 between Steele County Detention Center and TRANE for maintenance of HVAC system. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to trade in two unmarked squad cars for the purchase of another unmarked squad car from Owatonna Ford. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to approve per diems in the amount of \$45.00 and mileage for the Community Corrections Advisory Board members. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Abbe to approve renewal in the Driving Diversion Program at no cost to Steele County. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to accept the proposal from the State of Minnesota on the Courthouse and to add an additional \$10,000 to cover the cost of rental at the fire station. Upon the vote being taken, four Commissioners voted in favor thereof, Commissioner Abbe voting against.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi that if our counter offer with the State to add an additional \$10,000 to their proposal is rejected then the Chairman and Administrator be authorized to negotiate. Ayes all.

The meeting was then open to comments from the public.

Commissioner Reports:

Commissioner Abbe reported on his attendance at the Law Library, Public Safety and Public Works meetings.

Commissioner Krueger reported on this attendance at the Employee picnic, Law Library, Waseca Drug Court ceremony, Board of Equalization, Drug Court ceremony and Land Use & Records meetings.

Commissioner Glynn reported on his attendance at the Board of Equalization, Ditch meeting, MNPrairie Joint Powers and Community Services meetings.

Commissioner Gnemi reported on his attendance at Drug Court, Land Use & Records, MNPrairie Joint Powers, Public Works and SCHR meetings.

Commissioner Brady reported on his attendance at the Soil & Water, Board of Equalization and Hope meetings.

Motion by Commissioner Krueger, seconded by Commissioner Abbe to approve the following listing of bills. Ayes all.

LISTING OF BILLS

06/27/2017

Bargen Incorporated	4,295.00
Central Farm Services	4,326.29
Cummins Npower LLC	2,436.58
Hosfield/John C	3,492.00
HP Inc	6,925.27
Innovative Office Solutions LLC	4,353.47
Kronos Incorporated	3,132.10
Mayo Clinic	10,989.00
Microsoft	5,920.97
Project Lifesaver	2,583.89
RCM Specialties Inc	4,298.25
Schultz Excavating	5,070.50
Short Elliott Hendrickson Inc	14,865.72
Steele County Revenue	2,904.55
Steele County Soil & Water Conserv Dist	33,750.00
Steele County Treasurer	21,471.25
Summit Food Service Management	4,658.13
Univ of MN Regents	43,007.46
West Central Industries	2,135.94
115 Warrants under \$2,000	<u>59,510.06</u>
Total:	\$240,126.43

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to adjourn to the Call of the Chair at 6:56 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR