

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

March 28, 2017

STATE OF MINNESOTA)

) ss

COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 5:00 p.m. on March 28, 2017 with Commissioners Glynn, Brady, Abbe, Krueger and Gnemi present. Also present were County Attorney Dan McIntosh, County Treasurer Catherine Piepho, County Engineer Anita Benson, Human Resources Director Julie Johnson, County Assessor Bill Effertz, Probation Services Director Tim Schammel, County Administrator Laura Elvebak and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

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

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

- A. Approve the Minutes of February 28, 2017 and March 14, 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>
Tyler Brase	Deputy	1	03/29/17
Travis Ernste	Probation Officer III	9	04/10/17

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Christopher Behne	Correctional Officer	Detention Center	03/28/17
Paul Johnson	Correctional Officer	Detention Center	03/31/17

Anniversaries:

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

- D. Approve to begin negotiations with potential leasing agencies for space for the Community Corrections both immediate and long-term.
- E. Approve professional services for hydraulic sizing of the CSAH 43 pipe crossing in Havana Township not to exceed \$500.
- F. Approve the award of bid to BRN Lawn & Landscaping LLC in the amount of \$334.50 per time for County Park lawn mowing services.
- G. Approve Landfill Waste Delivery Contracts for 2018. Offer a one-year contract with renewal option for in-county waste at \$42/ton in year one and \$42/ton in year two, if renewed. Offer a one-year contract with renewal option for out-of-county waste at \$46/ton in year one and \$48/ton in year two if renewed.
- H. Accept information regarding the flood event that occurred on September 22nd and 23rd, 2016 resulting in damages on County Ditch 21 and to privately owned radio tower infrastructure located on the east side of CSAH 33.
- I. Accept information from FEMA’s Environmental Assessment report regarding the Public Works building site as possibly deemed prime farmland classification. After review it was determined it was an acceptable building site.
- J. Accept information pertaining to the Traffic Signal Agreement between the City of Owatonna and Steele County.
- K. Accept information from the State having additional money left over and allocating \$1,000 to the Life Savers Grant Program.
- L. Accept Public Safety Committee Minutes
- M. Accept Land Use & Records Minutes.
- N. Accept Public Works Minutes.
- O. Accept Probation Services Dashboard.
- P. Accept 2017 Steele County Assessment Overview.
- Q. Approve abatement in the amount of \$482 for 2016 and a credit in the amount of \$242 for 2017 due to a fire destroying Joseph and Myrna Heegard’s home and being displaced from August 30, 2016 to March 1, 2017.

Human Resource Director, Julie Johnson introduced Steve Rick as our new Assistant Community Corrections Director.

Motion by Commissioner Glynn seconded by Commissioner Abbe to approve renewal of County Attorney Westlaw Contract for their legal research locking in a 2% annual increase over 5 years for online services and a 3% annual increase over 5 years for print services. Ayes all.

Motion by Commissioner Glynn seconded by Commissioner Krueger approve Attorney Jason Iacovino to temporarily replace an Assistant County Attorney out on approved leave for approximately 20 hours per week at a maximum expenditure of \$5,000 over an eight-week period as an independent contractor. Ayes all.

Ed Nelson, Trail Administrator gave a Snowmobile Association update on their charitable funds and request a grant for maintenance on equipment.

Bill Fahey introduced Tom Bartzen the Executive Vice President, Chairman and Founding Director of Northland Securities and discussed the work plan regarding SCCL and related matters.

Motion by Commissioner Gnemi seconded by Commissioner Abbe to table deciding about hiring a Maintenance Tech for the Highway Department until further review of the new information provided by the County Engineer, Anita Benson. Ayes all.

Jail Administrator, Jodi Bushey spoke to the board regarding Hubbard County MN Jail as it pertains to jail operations in Steele County.

Motion by Commissioner Glynn seconded by Commissioner Gnemi to approve the bid to purchase two vehicles from Owatonna Motor Co in the amount of \$53,931. Ayes all.

Motion by Commissioner Glynn seconded by Commissioner Gnemi authorizing the County Administrator to submit an application for the Safe and Secure Courthouse Grant. Ayes all.

Motion by Commissioner Krueger seconded by Commissioner Gnemi to approve the CR 155 Wondra Access Variance request. Ayes all.

Motion by Commissioner Gnemi seconded by Commissioner Glynn to approve the CSAH 1 Ketelsen Access Variance request. Ayes all.

Motion by Commissioner Glynn seconded by Commissioner Krueger to approve the CSAH 9 Glass House, LLC, option two Access Variance request. Four ayes all. Jim Abbe abstaining himself.

Motion by Commissioner Glynn seconded by Commissioner Krueger to approve proceeding with the Public Works Phase 1 pad as planned. Ayes all.

Motion by Commissioner Gnemi seconded by Commissioner Glynn to hold a special meeting on April 3, 2017 at 3:00 p.m. to discuss the Public Works Building.

County Administrator Laura Elvebak gave an update on the Courthouse repairs. Wold Architects has been hired. The Project Manager and the Insurance agent has completed their scopes and are now comparing with one another.

Commissioners Reports:

Commissioner Abbe reported on his attendance at 911 Joint Powers Board, Drug Court ceremony, Detention Center work session, Met at State Capital on Transportation issues, two ditch meetings, Public Safety Policy meeting, Multi Agency Hazard Plan Mitigation meeting, Public Works Policy meeting, toured Public Works facility in Waseca and Detention Center, and Township Association and Board of Commissioners Annual Joint meeting.

Commissioner Krueger reported on his attendance at a Drug Court ceremony, Detention Center work session, SCHA Joint Powers and Quality Assurance meeting, SCCL Strategic Planning, Criminal Justice meeting, Met at State Capital on Transportation issues, ditch meeting, Multi Agency Hazard Plan Mitigation meeting, 911 Joint Powers Board, Public Safety Policy meeting, toured Public Works facility in Waseca, Land Use and Records, SMART and Community Services Committee meetings.

Commissioner Glynn reported on his attendance at an Internal Central Services meeting, Fair Board meeting, Courthouse meetings regarding repairs, two ditch meetings, Joint County Township Board meeting, Community Services Committee meeting and toured City of Faribault Public Works Building.

Commissioner Gnemi reported on his attendance at a Drug Court ceremony, KODA meeting, Detention Center work session, Historical Society meeting, Task Force for Public Works, Joint Powers Board meeting in Rochester, Cannon River Watershed meeting, Public Works Policy meeting, Land Use & Records meeting, SCCL Board meeting, Public Works meeting, MNPrairie Joint Power meeting, Joint Township meeting, Toured various Public Work buildings, and Human Relations meeting.

Commissioner Brady reported on his attendance at a Drug Court ceremony, 911 Joint Powers Board, Detention Center work session, Planning & Zoning meeting, Public Works Policy meeting, Internal Central Services meeting, toured Waseca and Faribault Public Works, Met Con meeting, SE Water Resources meeting, Courthouse meetings regarding repairs, Ditch meeting, Fair Board meeting, Steele County Soil and Water, Summit Township meeting, Mitigation meeting with Mike Johnson, Public Safety Policy meeting, Rochester Public Utilities meeting, viewed Meriden Tower water issues and the Steele County/Township meeting.

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

LISTING OF BILLS

03/28/2017

3D Specialties	2,514.07
A'viands, LLC	15,753.51
Compass Minerals America	3,660.29
First Data Remitco	6,638.27
Hillyard-Hutchinson	2,628.61
In Pacific Tactical LLC	2,830.00
Kronos Incorporated	2,938.26
Owatonna Groundsmasters Inc	3,239.94
Relias Learning LLC	4,835.25
Short Elliott Hendrickson	31,414.42
Steele County Highway Dept	2,682.77
Steele County Treasurer	12,286.10
Univ of MN Regents	43,007.46
100 Warrants under \$2,000	<u>61,245.58</u>
Total:	\$195,674.53

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to adjourn the Call of the Chair at 6:45 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR