

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

May 23, 2017

STATE OF MINNESOTA)

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COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 5:00 p.m. on May 23, 2017 with Commissioners Abbe, Krueger, Gnemi, Glynn and Brady present. Also present were County Sheriff Lon Thiele, Environmental Services Director Scott Golberg, County Treasurer Catherine Piepho, Human Resources Director Julie Johnson, County Engineer Anita Benson, County Attorney Dan McIntosh, Planning & Zoning Director Dale Oolman, Building and Grounds Director Lynn Holthus and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to approve the agenda with changes. 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 May 9, 2017.
- B. Approve the Bills.
- C. Approve the personnel actions.
- D. Accept Probation Services Dashboard.
- E. Accept Public Safety Minutes.
- F. Accept Land Use and Records Minutes.
- G. Approve Compliance Funds not to exceed \$3,200 for GIS software update/Server Migration project.
- H. Accept information for the 2017 County Board of Appeal and Equalization scheduled for June 15, 2017 at 7:00 p.m.
- I. Approve Compliance Fund to finance training not to exceed \$6,000 for Steele County Hosted Legal Description Training Workshops held on July 18th and 19th, 2017.
- J. Approve request from Steele County Historical Society to remove a tree located on the Southwest corner, grind the stump and reestablish grass in the disturbed area. Also, remove and dispose of the fence, fill any holes and restore grass in the disturbed areas.
- K. Approve Sale Agreements between Steele County and Lawrence Balzer for the removal of clay materials from the SW ¼, Sec 28, T106N, R19W and John and Marilyn Styndl from the North ½ of the NW ¼, Sec 33, T106N, R19W.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to award the bid for SAP 74-599-032 Somerset Township Box Culvert to JJD Companies for the low bid amount of \$176,028.75. Upon the vote being taken, 4 Commissioners voted in favor thereof, Commissioner Brady abstaining.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve the Independent Contractor Agreement with Fransen HR Consulting, LLC for the Interim Administrator, Janice Fransen. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to approve the Tobacco licenses from June 1, 2017 to May 31, 2018 for Anhorn's Gas in Medford and Tire and Lerberg's Inc. in Ellendale. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve closing the Front Information Desk window for a trial period through the end of August, order signs for directing traffic and a phone available in the lobby that would ring to a staff person for additional personal assistance. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve Commissioner Abbe, Interim Administrator Janice Fransen, County Engineer Anita Benson and Human Resources Director Julie Johnson to draft the Highway Maintenance Working Foreman and Highway Maintenance Superintendent job

descriptions and bring back proposals to the next Board meeting. Upon the vote being taken, 4 Commissioners voted in favor thereof, Commissioner Brady abstaining.

Steele County Treasurer Cathy Piepho gave an update on the 2016 budget performance report.

Bill Fahey and Tom Bartness from Northland Securities gave an update on SCCL. A work session for June 13, 2017 at 3:00 p.m. has been set to discuss the options available relating to the County's membership in SCCL.

Motion by Commissioner Gnemi, seconded by Commissioner Glynn to approve the Aquatic Invasive Species Grant. Ayes all.

County Engineer Anita Benson discussed a possible lease extension for the temporary highway shop facility located at 900 30th Place NW due to the Public Works building project schedule changing for time required for re-design. The existing lease and Addendum 6 expires on May 31, 2018.

Commissioner Glynn offered the following **Resolution** seconded by Commissioner Abbe

IT IS RESOLVED that Steele County enter into MnDOT Agreement No. 1028058 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use of County State Aid Highway No. 18 as a detour route during the contract construction to be performed upon, along and adjacent to Trunk Highway No. Old 14 from 0.27 Miles West of Brown Avenue to 0.23 Miles East of Clear Lake Road under State Project No. 8103-115 (T.H. Old 14=7).

Upon the vote being taken, 5 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 approve the policy prohibiting Dodge County mixed solid waste and industrial waste at the Steele County landfill effective 01/01/18. Ayes all.

Building and Grounds Director Lynn Holthus gave an update on the progress at the Steele County Courthouse. They are working on the trim and insulating ducts. The Board set a work session for Tuesday, May 30th at 5:30 p.m. to discuss courtroom remodeling.

The Board set a meeting for Tuesday, May 30th at 5:00 p.m. for discussing potential litigation – Attorney/Client privileged, pursuant to Minn. Stat. §13D.05, Subd. 3(b).

Commissioners Reports:

Commissioner Abbe reported on his attendance at the Rice/Steele 911 meeting, Courthouse meeting, JD 6 meeting, Public Safety Committee and Public Works committee meetings.

Commissioner Krueger reported on his attendance at an AMC meeting, Land Use/Records meeting, Courthouse meeting, Community Services meeting and gave the Interim Administrator a tour of the various County buildings.

Commissioner Glynn reported on his attendance at a Fair Board meeting and Courthouse meetings.

Commissioner Gnemi reported on his attendance at the Hazard mitigation meeting, Workforce Center meeting, JD 6, Land Use/Records meeting, Jt. Powers MnPrairie meeting, Public Works and SCHR meeting.

Commissioner Brady reported on his attendance at SCHR Meeting and courthouse meetings.

The meeting was then open to comments from the Public.

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

LISTING OF BILLS

05/23/2017

30 th Place LLC	18,197.75
Amazon	2,070.67
Applied Concepts Inc	5,053.80
Bargen Incorporated	4,295.00
Central Farm Services	4,676.10

Clifton Larson Allen LLP	9,000.00
Conduent Enterprises Solutions LLC	5,530.02
DDA Human Resources Inc	4,500.00
Eagle Point Software	3,000.00
Election Systems & Software Inc	11,026.39
ICON Constructors LLC	121,559.40
Kronos Incorporated	3,095.12
Mayo Clinic	5,400.00
Metro Sales Inc.	4,950.00
MN Counties Intergovernmental Trust	2,768.00
MN Pollution Control Agency	89,782.69
Newman Signs Inc	9,400.30
Pomp's Tire	3,676.92
RDO Equipment Co, Inc	2,496.76
Rinke-Noonan	2,187.50
Rolling Green Fencing Inc	8,750.00
Service Master Recovery Management	400,193.19
Steele County Treasurer	12,271.10
Summit Food Service Management	9,165.36
Waste Management of WI-MN	49,313.38
WatchGuard Video	10,040.00
116 Warrants under \$2,000	<u>81,056.21</u>
Total:	\$883,455.66

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to adjourn the Call of the Chair at 6:48 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR