

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

November 14, 2017

STATE OF MINNESOTA)
) ss
 COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 5:00 p.m. on November 14, 2017 with Commissioners Krueger, Abbe, Gnemi, Glynn and Brady present. Also present were County Attorney Dan McIntosh, County Sheriff Lon Thiele, Probation Services Director Tim Schammel, Emergency Management Director Mike Johnson, Community Service Director Amy Roggenbuck, Planning & Zoning Director Dale Oolman, Human Resources Director Julie Johnson, County Engineer Greg Ilkka, Building and Grounds Director Lynn Holthus, County Veterans Service Officer Rene Gilormini, Jail Administrator Jodi Bushey, Detention Center Lieutenant Paul Prissel, County Administrator Scott Golberg, County Treasurer Catherine Piepho and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

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

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

- A. Approve the October 18, 2017 Emergency Minutes and October 24, 2017 Special Board Minutes.
- B. Approve the Bills with changes.
- C. Approve the following personnel actions:

New Hires/Promotions:

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Start Date</i>
Matthew Koch (promotion)	Engineering Technician- Hwy	5	11/13/17

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Theresa Welna	Public Health Nurse	Public Health	11/10/17
John Borger	Information Technology Director	IT	12/06/17

Anniversaries:

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Anniv. Date</i>
Jodell Hartle	Chief Deputy Auditor	3	11/04/17
Samantha Humphrey	Correctional Officer – Det. Ctr.	2	11/07/17
Lucas Dreher	Correctional Officer – Det. Ctr.	3	11/09/17
Dawn Grunklee	Correctional Officer – Det. Ctr.	8	11/13/17

- D. Accept Community Services Minutes.
- E. Accept Internal Central Services Minutes.
- F. Approve the Community Corrections Advisory Board Bylaws.

Leota Lind gave a semi-Annual report update on South Country Health Alliance.

The Public Hearing on the proposed project and issuance of Revenue Bonds Refunding was called to order at 5:30 p.m.

Eric Lunde from Piper Jaffrey and Jennifer Hanson from Dorsey & Whitney gave an update on the proposed project and issuance of Revenue Refunding Bonds to restructure the debt for Koda Living Community.

The hearing was then open to questions from those in attendance.

Motion by Commissioner Krueger, seconded by Commissioner Glynn to close the hearing at 5:35 p.m.

Commissioner Glynn offered a **Resolution**, seconded by Commissioner Gnemi authorizing issuance and sale of revenue obligations on behalf of Steele County Communities for a Lifetime, Inc., its successors and assigns, to finance a project under Minnesota statutes, sections 469.152 to 469.1655.

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 Abbe

ACCEPTANCE OF DONATION FOR PUBLIC HEALTH

WHEREAS, Minnesota Statute §465.03 allows counties to accept grants and donations of real or personal property for the benefit of its citizens;

WHEREAS, said donations must be accepted via resolution of the County Board of Commissioners by a two-thirds majority of its members; and

WHEREAS, the Board of Commissioners finds that it is appropriate to accept the donation offered;

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners in and for the County of Steele, Minnesota, that it accepts, with sincere appreciation, the donations of:

- Baby Blankets from Anonymous
- Toys from Anonymous
- Baby Blankets from Anonymous

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

AUTHORIZING RETAINER WITH OUTSIDE COUNSEL FOR OPIOD LITIGATION

WHEREAS, Minnesota Statute §388.09 authorizes the County Board of Commissioners ("Board") to employ an attorney to assist the county attorney, to appear for the county or any county officer in any action in which the county or officer in an official capacity is a party, to advise the board or its members in relation to the action, or in relation to any other matter affecting the interests of the county;

WHEREAS, the Board has determined that it would be in the best interest of the county to pursue litigation relating to the opioid crisis; and

WHEREAS, the Board has considered the County Attorney's recommendation to retain outside counsel for this matter.

NOW THEREFORE BE IT RESOLVED that the Board shall employ the law firms of **Lockridge Grindal Nauen P.L.L.P and Gustafson Gluek PLLC** (collectively referred to herein as "Counsel") to assist the county attorney and/or appear for the county and its officers with respect to litigation relating to the opioid crisis.

BE IT FURTHER RESOLVED that the County Attorney is authorized to enter into a retainer agreement with Counsel for purposes of pursuing litigation related to the opioid crisis.

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 approve the audit engagement letter from CliftonLarsonAllen for the 2017 Audit. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Glynn to approve CUP #410 for Riverview Campground to relocate 23 campsites out of the floodplain at their campground located in the SW ¼ of the SE ¼, Section 20, Owatonna Township with six conditions per the Planning Commission and to accept the Findings of Fact. Ayes all.

Commissioner Glynn offered a **Resolution**, seconded by Commissioner Gnemi to approve final payment to Ulland Brothers, Inc. in the amount of \$328,665.22 for SAP 074-607-020, 074-607-022 and 074-645-034 (CSAH 7 and CSAH 45).

Upon the vote being taken 4 Commissioners voted in favor thereof, Commissioner Brady abstaining. A copy of the Resolution is on file in the Auditor's office.

Commissioner Krueger offered a **Resolution**, seconded by Commissioner Gnemi to approve final payment to JJD Companies, LLC in the amount of \$9,799.79 for SAP 074-599-032.

Upon the vote being taken 4 Commissioners voted in favor thereof, Commissioner Brady abstaining. A copy of the Resolution is on file in the Auditor's office.

Commissioner Glynn offered a **Resolution**, seconded by Commissioner Gnemi to approve final payment to Traffic Marking Service, Inc in the amount of \$73,988.52 for CP 074-017-001.

Upon the vote being taken 4 Commissioners voted in favor thereof, Commissioner Brady abstaining. A copy of the Resolution is on file in the Auditor's office.

Motion by Commissioner Krueger, seconded by Commissioner Glynn to approve the professional services contract with SRF Consulting Group Inc. in an amount not to exceed \$198,640 for the CSAH 19 and CSAH 45 Concrete Pavement Rehabilitation projects. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Abbe to remove the CSAH 2 CPR project from previous Agreement for concrete rehabilitation project. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to backfill the custodian position in the Building and Grounds Department due to a resignation. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to backfill the Assistant County Engineer position in the Highway Department due to a resignation. Upon the vote being taken, 4 Commissioners voted in favor thereof, Commissioner Brady abstaining.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to backfill the Senior Mechanic position in the Highway Department due to a resignation. Upon the vote being taken, 4 Commissioners voted in favor thereof, Commissioner Brady abstaining.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to backfill the Highway Maintenance Technician position in the highway department due to a promotion within the department and to backfill an additional Maintenance Technician if needed. Upon the vote being taken, 4 Commissioners voted in favor thereof, Commissioner Brady abstaining.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to fill a Maintenance Working Foreperson position in the Highway Department. Upon the vote being taken, 4 Commissioners voted in favor thereof, Commissioner Brady abstaining.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to fill a Highway Maintenance Supervisor position in the Highway Department. Upon the vote being taken, 4 Commissioners voted in favor thereof, Commissioner Brady abstaining.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to backfill the Administrative Support Assistant in the Veteran Services department due to a resignation. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to approve the proposal to share one Accountant position between the Public Health and Highway Departments on a six-month trial basis. Upon the vote being taken, 4 Commissioners voted in favor thereof, Commissioner Brady abstaining.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to adjust the 2018 wage structure for Emergency Management staff. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to approve not filling the vacant Network Support Technician position in the Information Technology Department. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to backfill the Information Technology Director in the Information Technology department due to a resignation. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve a 3 percent cost of living adjustment for all eligible non-union employees and elected department heads effective 01/01/18. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to approve updating the Employee Benefits in the Personnel Rules & Policies Handbook effective 01/01/18 to change the eligibility for health insurance coverage from 20 scheduled work hours to 30 scheduled work hours per week and the employer and employee will share any health insurance premium increase or decrease 50/50. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to approve weekend snow removal at the Law Enforcement Center and Detention Center by Facilities Maintenance Workers on weekend boiler call. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Glynn to remove the Public Works Facility Project from the 2017 Budget. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to approve the Agreement for Consulting Services with Hildi, Inc. from January 1, 2018 to December 31, 2019. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to establish a Financial Policy Committee composed of elected and appointed County officials as well as employees to create and update Steele County's financial policies. Upon the vote being taken, 3 Commissioners voted in favor thereof, Commissioners Krueger and Abbe voting against.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to approve the name change for SCCL to Koda Living Community. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to terminate Steele County's interest in Steele County Communities for a Lifetime, Inc. membership. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Abbe to approve the purchase of office furniture in the Extension Department from Innovative in the amount of \$4,258.86. Ayes all.

Commissioner Reports:

Commissioner Abbe no reports

Commissioner Krueger reported on his attendance at open houses at the McKinley and Middle School, attended Bob Starman's retirement, SCHA, Community Services, Budget and Leadership meetings.

Commissioner Glynn reported on his attendance at Bob Starman's retirement, Fair board, Ag Society, Internal Central Services, Community Services and Budget meetings.

Commissioner Gnemi reported on his attendance at the AMC District 9 meeting, open houses at the McKinley and Middle School, Bob Starman's retirement, OPU breakfast, MNPrairie meeting, Renewable Energy Conference, History Center Board, Joint Powers Board, Budget and SEMCAC meetings.

Commissioner Brady reported on his attendance at a AMC District 9, 911 Joint Powers Board, Planning & Zoning, Budget, SE MN Water Resources and Leadership meetings.

LISTING OF BILLS

11/14/2017

30 th Place LLC	17,159.88
3D Specialties	5,358.82
Aaron Carlson Corporation	8,492.63
Advanced Correctional Healthcare Inc	9,603.46
AMCON	3,543.98
American Engineering Testing Inc	5,098.00
Asbestrol Inc	2,381.75
Association of Mn Counties	3,090.00
Block Plumbing & Heating Inc	6,300.00
Braun Intertec Eng Inc	9,920.00
Businessware Solutions	2,043.87
CliftonLarsonAllen LLP	3,500.00
Computer Professionals Unlimited Inc	4,389.00
Cranbrook PSY/Katheryn A	4,200.00
CRK Properties	6,434.14
Custom Communications Inc	7,809.07
Erickson/Meredith A	3,150.00
Firestone Complete Auto Care	2,734.33
Four Seasons Centre	7,610.00
Four Seasons Electric	4,564.50
Fransen HR Consulting LLC	9,926.66
Hosfield/John C	2,497.50
Innovative Office Solutions LLC	7,055.49

Johnson Hardware Company	6,465.00
Kris Engineering Inc	39,638.40
L&M Boiler Systems Inc	48,567.00
Marvin Purrier Concrete & Masonry Cons	8,175.00
Matejcek Implement Co	2,145.67
Mayo Clinic	13,551.00
Medford Sand & Gravel LLC	3,692.05
Mn Pollution Control Agency	89,782.69
Newman Signs Inc	4,747.89
Northern Technologies LLC	3,723.50
Northland Securities Inc	23,760.00
Nuss Truck & Equipment	2,122.52
Olympic Fire Protection Corp	2,992.93
Owatonna Motor Company	2,054.30
Owatonna Public Utilities	24,499.71
SCR Sourthern-Rochester	4,182.21
Short Elliott Hendrickson Inc	3,645.72
Steele County Treasurer	11,846.72
Stoel Rives LLP	2,587.00
Summit Food Service Management	15,166.44
The Tenth Division	4,804.66
Waseca Sand & Gravel	2,539.00
Waste Management of Wi-Mn	52,229.07
Wildlife Forever	2,865.17
WSB & Associates Inc	13,410.59
196 Warrants under \$2,000	<u>90,847.08</u>
Total:	\$ 616,904.40

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to adjourn to the Call of the Chair at 7:00 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR