

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

September 26, 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 September 26, 2017 with Commissioners Glynn, Brady, Krueger, Abbe and Gnemi present. Also present were County Attorney Dan McIntosh, County Assessor Bill Effertz, Planning & Zoning Director Dale Oolman, Human Resources Director Julie Johnson, County Sheriff Lon Thiele, Jail Administrator Jodi Bushey, Detention Center Lieutenant Paul Prissel, County Engineer Greg Ilkka, Probation Services Director Tim Schammel, Assistant Community Corrections Director Steve Rick, Human Resources Assistant Gina McGuire, County Treasurer Catherine Piepho, Environmental Services Director Scott Golberg, County Administrator Janice Fransen and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

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

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

- A. Approve the September 11, 2017 Special Board Minutes and September 13, 2017 Special Board Minutes.
- B. Approve September 12, 2017 Board Minutes.
- C. Approve the Bills.
- D. Approve the following personnel actions:  
None to approve.
- E. Accept Public Safety Minutes.
- F. Accept Land Use & Records Minutes.
- G. Accept Public Works Minutes.
- H. Approve the purchase of three tablet computers for the Assessor's Department not to exceed \$6,500.
- I. Approve a one year lease with the City of Owatonna for a garage stall located across from the Annex for a survey truck. The rental fee is \$1,200 per year from September 1, 2017 to August 31, 2018.
- J. Authorize replacement of concrete on the east side of Courthouse.

This month's Steele Spotlight featured Samantha Ahrens from the Probation department highlighting the Coordinated Community Response Team which addresses issues on domestic violence.

Executive Director Carolyn Wheeler and Regional Day Time Crisis Responder Mary Harters of the South Central Human Relations gave a presentation on their different programs and services they offer.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to renew Interim Use Permit #2012-01 for Medford Sand and Gravel to mine sand and gravel and the stockpiling and processing of recyclable aggregate material on 20 acres located in the W ½ of the NE ¼ of the SW ¼ Section 1-106-21 of Lemond Township with conditions per the Planning Commission and to accept the Findings of Fact. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to renew Interim Use Permit #2010-06 for Medford Sand and Gravel to mine sand and gravel and the stockpiling and processing of recyclable aggregate material on 44 acres located in the NW ¼ and the N ½ of the SW ¼ Section 16-108-20 of Medford Township with conditions per the Planning Commission and to accept the Findings of Fact. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to approve CUP #409 for Blooming Prairie Country Club to realign several holes of their course and expand onto property owned by Allan Lynse located in the SW ¼ Section 2-105-19 of Blooming Prairie Township and the NE corner of Government Lot 3, Section 3, Blooming Prairie Township with conditions per the Planning Commission and to accept the Findings of Fact.

Upon the vote being taken, four Commissioners voting in favor, Commissioner Glynn abstaining. Commissioner Glynn offered the following **Resolution**, seconded by Commissioner Gnemi

**BE IT RESOLVED**, that the preliminary net tax levy for 2018 be set at \$24,010,403 and the preliminary total budget be set at \$52,742,166.

**BE IT FURTHER RESOLVED** That the County Board set the time, date and location of the County Board meeting at which the final budget/tax levy will be discussed on December 12, 2017 at 6:00 p.m. This meeting will be held in the Steele County Administration Board Room.

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 Gnemi, seconded by Commissioner Krueger to set a special meeting for October 12, 2017 at 9:00 a.m. to interview Jennifer Bromeland and Scott Golberg for the County Administrator position. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Glynn to approve the new health insurance plan, replace the second Blue Cross Blue Shield high deductible insurance plan with the alternate plan four as provided by the insurance committee, keep the HSA/VEBA contributions the same as in 2017 and approve the new monthly contributions rates. Ayes all.

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

**WHEREAS**, The County Board of Commissioners of the County of Steele, State of Minnesota, desires to offer for sale certain parcels of land that have forfeited for non-payment of taxes: and

**BE IT RESOLVED**, that the parcels of tax forfeited land listed on the List of Tax-Forfeited Land be classified as non-conservation land; that the basic sale price of each parcel on the List of Tax Forfeited Land, which is on file with the Clerk of the County Board, be approved and authorization for a public sale of this land be granted, pursuant to M.S. 282.01; that the sale will be held at 10:00 a.m. on Wednesday, October 25, 2017 by the Steele County Auditor at the Steele County Auditor's Office in the Steele County Administration Center, for not less than the basic sale price; and that all sales shall be full payment or on the terms set forth on the List of Tax-Forfeited Lands.

**BE IT FURTHER RESOLVED** that the terms of the sale shall be for CASH or Approved Check.

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 Abbe to approve updating the DVR equipment and software at the Detention Center with Reliance Telephone, Inc in the amount of \$17,424. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve the low bid of \$5,975 from Block Plumbing & Heating to replace the water heater at the Administration Center. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to replace five radios at the Detention Center from Motorola Solutions in the amount of \$10,129.70. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to authorize the Request for Proposals for the former Steele County Highway Department sites along Hoffman Drive. Proposals will be accepted through December 5, 2017, 12:00 p.m. Ayes all.

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

***Public Works Building – Amendment to Architect Contract***

**WHEREAS**, the Steele County Board of Commissioners voted to reduce the size of the Public Works Facility from a 65,000 square feet to a 37,000 square feet footprint plus a 6,000 square feet 2<sup>nd</sup> floor; and

**WHEREAS**, Oertel Architects has submitted a contract amendment proposal;

**NOW THEREFORE, BE IT RESOLVED**, that the Steele County Board of Commissioners approve the contract amendment as submitted by Oertel Architects for an additional \$128,000.

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 Krueger, seconded by Commissioner Gnemi to authorize the solicitation of bids for the lease of farmland at the Landfill. Upon the vote being taken, four Commissioners voting in favor, Commissioner Brady abstaining.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to approve a five-year Recycling Agreement with Waste Management from November 1, 2017 through October 31, 2022 and authorize the Chair to sign. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve the low bid of \$12,284 from Northland Farm Systems to purchase a Utility Type Vehicle for the Steele County Landfill. Ayes all.

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

**WHEREAS**, Steele County is looking to provide a smooth transition and ensure continuity of highway programs by extending Al Forsberg's agreement allowing him to work directly with Mr. Ilkka for 2 or 3 days and;

**WHEREAS**, the County Board would like continuity for the complex Federal, State and local project funding, plan review and inspection process for the Public Works Building;

**NOW, THEREFORE, BE IT RESOLVED**, That Steele County extend the Agreement with Mr. Alan Forsberg to provide those services through the completion of building construction of the Public Works Building.

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.

Robin Hoesley was present to give an update on the Courthouse project.

#### Commissioner Reports:

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

Commissioner Krueger reported on his attendance at the Land Use meeting.

Commissioner Glynn reported on this attendance at the Ripley Ditch meeting and MNPrairie meeting.

Commissioner Gnemi reported on his attendance at the SEMCAC, KODA, Public Works, Land Use, 911 Joint Powers and SCHR meetings.

Commissioner Brady reported on his attendance at the Ripley Ditch, Hope Tile, SCHR and Hope Drinking Water meetings.

Motion by Commissioner Glynn, seconded by Commissioner Krueger to go into Closed Session at 6:46 p.m. for discussing pending litigation under attorney/client privileges. Ayes all.

The Board came back into Open Session at 8:51 p.m.

#### LISTING OF BILLS

09/26/2017

Advanced Correctional Healthcare Inc	8,528.12
Amazon	3,052.85
Bluhm/Christine	2,444.10
Borneke Construction Inc	33,978.18
Erickson Engineering Co LLC	3,084.18
Faribo Plumbing & Heating Inc	15,000.00
FFF Enterprises	19,232.78
Four Seasons Electric	19,521.55
Houston Engineering Inc	4,000.00
HP Inc	2,480.40
Kronos Incorporated	2,912.00
Midwest Playscapes Inc	3,068.00
Northland Securities	14,520.00
Phoenix Supply	4,575.00
R & R Specialties of Wisconsin Inc	4,727.55
Ratwik Roszak & Maloney PA	5,307.06
Relias Learning LLC	5,101.19
Short Elliott Hendrickson Inc	36,500.72

Southern MN Construction Co Inc	2,111.53
Steele County Treasurer	12,271.10
Stonebrooke Engineering Inc	11,365.70
Summit Food Service Management	15,998.76
US Highway 14 Partnership	2,500.00
Waste Mangement of Wi-Mn	49,170.16
Wold Architects and Engineers	13,567.50
WSB & Associates Inc	9,952.02
Ziegler, Inc	8,397.12
136 Warrants under \$2,000	<u>75,826.91</u>
<b>Total:</b>	<b>\$ 370,845.34</b>

Motion by Commissioner Gnemi, seconded by Commissioner Glynn to adjourn to the Call of the Chair at 8:52 p.m. Ayes all.

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CHAIRMAN

ATTEST: \_\_\_\_\_  
 AUDITOR