

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

April 24, 2018

STATE OF MINNESOTA)
) ss
 COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 5:00 p.m. on April 24, 2018 with Commissioners Abbe, Gnemi, Glynn, Brady and Krueger present. Also present were, County Engineer Greg Ilkka, Human Resources Director Julie Johnson, County Treasurer Catherine Piepho, Building and Grounds Director Lynn Holthus, Park and Recreation Director Steve Schroht, County Attorney Dan McIntosh, Chief Deputy Attorney Christy Hormann, 4-H Program Coordinator Tracy Ignaszewski, 4-H Program Coordinator Melissa Koch, County Assessor Bill Effertz, Assistant County Assessor Tyler Diersen, County Administrator Scott Golberg and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

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

Motion by Commissioner Brady, seconded by Commissioner Krueger to approve the following consent agenda items with removal of item #6. Ayes all.

- A. Approve the minutes of April 10, 2018.
- B. Approve the Listing of Bills.
- C. Accept Public Works Policy Committee Minutes.
- D. Approve Tobacco licenses for Medford Municipal Liquor Store and Casey’s Retail Company in Medford and Ellendale.

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to approve the Personnel report. Ayes all.

New Hires/Promotions:

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Start Date</i>
Brady Busho	Interim Corporal – Detention Ctr	B25	04/13/18
Melissa Bos (.5 FTE)	Office Support Specialist - Extension	B21	04/16/18
Paul Sponholz	Assistant County Engineer – Hwy	D61	04/23/18
Benjamin Albert	GIS Intern – GIS	\$13/hr	05/07/18

Resignations/Retirements:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Erin Brose	Home Health Aide	Public Health	04/09/18
Tara Winter-Polzin	Probation Officer II	Community Corrections	04/27/18
Michelle Carsrud	Accounting Support Specialist	Environmental Svc-Landfill	05/26/18

Anniversaries:

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Anniv. Date</i>
Samantha Ahrens	Probation Officer III – Comm. Corr	5	04/16/18

Human Resource Director, Julie Johnson introduced Brock Nelson as an Assessor in the Assessor’s Department.

This month’s Steele Spotlight featured Pratt Commandoes, a 4-H group through our Steele County-University of MN Extension Department.

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

ACCEPTANCE OF DONATION

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 donation of \$1,500.00 donated by the Owatonna Eagles for Emergency Management operations.

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 a **Resolution**, seconded by Commissioner Gnemi to approve the 2018 State of Minnesota Annual County Boat and Water Safety Grant Agreement in the amount of \$2,076.

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 Brady, seconded by Commissioner Gnemi to award the carpet removal and installation of the upper floor of the Administration Center to Carpet One for the low bid amount of \$66,000. Ayes all.

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

WHEREAS, the 2018 property taxes for 370 Steele County parcels were prepaid in December 2017 based on the truth-in-taxation estimates for a total amount of \$1,278,797;

WHEREAS, there were 120 parcels paid in excess of the final taxes assessed for 2018, of which 107 parcels had a refund balance of less than \$30; and

NOW THEREFORE BE IT RESOLVED by the Board of County Commissioners in and for the County of Steele, Minnesota, authorize the property tax refunds of \$30 or less to be applied to the taxpayer's 2019 property tax liability.

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 schedule a Work Session on May 3, 2018 at 3:00 p.m. to discuss the 2019 Steele County budget. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to approve the purchase of an electric Zamboni through the National Joint Powers Alliance in an amount not to exceed \$83,000 with trade in. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Krueger to accept the base bid price of \$44,227, Option A from The Retrofit Companies for LED lighting at the Four Seasons Centre. Ayes all.

Commissioner Abbe offered a **Resolution**, seconded by Commissioner Gnemi to approve final payment to ICON Constructors, LLC in the amount of \$31,062.50 for Contract No. 179931. 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 approve the purchase of a Towmaster tandem axle trailer in the amount of \$9,534.25 for the Highway Department. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to approve the purchase of two Schulte Batwing mowers in the amount of \$44,518.16 for the Highway Department. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Brady to approve Amendment #1 to the contract with SRF Consulting Group Inc. for professional services in an amount not to exceed \$7,400 for the CSAH 19 and CSAH 45 concrete pavement rehabilitation projects. Ayes all.

Commissioner Reports:

Commissioner Gnemi reported on his attendance at a Semcac-Free Clinic presentation, MNPrairie meeting and a OPU Solar presentation.

Commissioner Brady reported on his attendance at a Semcac-Free Clinic presentation, Extension, Cannon River Watershed, MNPrairie meeting and Earth Expo.

Commissioner Krueger reported on his attendance at an Insurance Committee meeting and a OPU Solar presentation.

Commissioner Abbe reported on his attendance at a Public Works Policy meeting.

Commissioner Glynn reported on Community Corrections Act meeting.

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

LISTING OF BILLS

04/24/2018

30 th Place LLC	19,766.31
AMCON	19,780.00
Central Farm Services	7,943.48
Continental Research Corp	2,354.16
Erickson Engineering Co LLC	8,806.50
Fidlar Technologies Inc	2,305.76
Honeywell Inc	2,034.73
Hosfield/John C	2,352.00
J R's Advanced Recylers Inc	4,716.25
Kronos Incorporated	3,249.78
Mayo Clinic	3,600.00
McCarthy Plumbing & Htg Inc	8,135.00
MCCC MI 33	5,533.00
Medford Sand & Gravel LLC	2,026.56
Metro Sales Inc	8,239.68
Mn Dept of Transportation	25,497.11
Moore Md/Kellyanna J	3,000.00
Owatonna Groundsmasters Inc	4,553.82
Ramy Turf Products	17,089.60
Steele County Revenue	14,557.37
Steele County Treasurer	10,847.42
Thomson Reuters – West	2,081.54
US Prisoner Transport	3,889.00
WSB & Associates Inc	18,241.84
Ziegler, Inc	2,051.38
112 Warrants under \$2,000	<u>54,706.60</u>
Total:	\$ 257,358.89

Motion by Commissioner Brady, seconded by Commissioner Krueger to adjourn to the Call of the Chair at 7:05 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR