

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

August 15, 2018

STATE OF MINNESOTA)  
  ) ss  
COUNTY OF STEELE    )

The Steele County Board of Commissioners met in Special Session at 5:00 p.m. on August 15, 2018 with Commissioners Gnemi, Glynn, Brady, Krueger and Abbe present. Also present were County Attorney Dan McIntosh, County Sheriff Lon Thiele, County Treasurer Cathy Piepho, IT Director Dave Purscell, Human Resources Director Julie Johnson, County Engineer Greg Ilkka, Jail Administrator Jodi Bushey, Lieutenant Paul Prissel, Planning & Zoning Director Dale Oolman, Buildings & Grounds Director Lynn Holthus, Court Administrator Robin Hoesley, Interim Ditch Inspector Russ Guse, Judge Joseph Bueltel, and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

Commissioner Glynn called the ditch authority meeting to order at 5:00 p.m.

Ditch Inspector Russ Guse presented repairs for PTD 9 in Berlin Township, Section 25, to locate the tile main and jetter tree roots and dirt out and to dig in a new 8-inch tile through the Aronson property.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to authorize the PTD 9 repair in Section 25 to jetter tree roots and dirt out of the tile main in the amount of \$1,550. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve the repairs in Section 25 of Berlin Township at the low bid amount of \$14,426 from Digger Enterprises to dig a new 8-inch tile. Ayes all.

Russ Guse recommended a repair for CD #25 in Somerset Township, Section 31 in the estimated amount of \$8,500.

Motion by Commissioner Abbe, seconded by Commissioner Krueger to approve the quote to clean 3,500 ft North of rail road track, remove and dispose of trees and seed bank in 16-ft right away in the amount of \$8,500 from Southern Minnesota Enterprises, Inc. Ayes all.

Russ Guse recommended a repair for JD #6 in Deerfield Township, Sections 11& 14 to replace culverts that are rusted out on the bottom side and eroding the ditch bank back.

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to replace and repair culverts in Sections 11 & 14 of Deerfield Township the amount of \$5,077.18 from Richard Borglum. Upon the vote being taken four Commissioners voted in favor thereof, Commissioner Brady abstaining.

Russ Guse recommended a repair for JD #24 in Deerfield Township, Section 20 where the tile outlets rusted out and is eroding the ditch bank.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to replace five tile outlets in the amount of \$1,568.68 from Richard Borglum in Sections 11 & 14 of Deerfield Township. Upon the vote being taken four Commissioners voted in favor thereof, Commissioner Brady abstaining.

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

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to place on file the correspondence from Southern Minnesota Initiative Fund. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Brady to table the request to the next board meeting for a contribution to the City of Preston for the construction of a Veterans home in Southeastern MN. Ayes all.

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

- A. Approve the minutes of July 24, 2018.

- B. Approve the Listing of Bills.
- C. Approve the following Personnel Report:

**New Hires/Promotions:**

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Start Date</i>
Rebecca Kubicek	Technical Clerk I/Auditor's Dept.	B22/1	8/13/2018
Kelly Kraay	HR Generalist/Human Resources	B25/9	8/20/2018

**Resignations/Retirements/Terminations:**

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Jodi Bushey	Jail Administrator	Sheriff's Dept.	9/30/2018
Joyce Richards	Health Services Coordinator	Detention Center	9/30/2018

**Anniversaries:**

<i>Name</i>	<i>Position - Dept</i>	<i>Step</i>	<i>Anniv. Date</i>	<i>Yrs. Service</i>
Joshua Horejsi	Deputy – Sherriff's Dept.	4	09/03/2018	3
Joseph Miller	Correctional Officer – Det. Ctr.	2	09/05/2018	1
Michelle Bromley	Correctional Officer – Det. Ctr.	2	09/05/2018	1
Jennifer Su	Probation Officer III-Comm. Corr.	5	09/07/2018	11
Jodi Bushey	Jail Administrator– Sherriff's Dept.	13	09/30/2018	2
Joyce Richards	Health Services Coordinator-Det.Ctr.	13	09/13/2018	14
Gary Okins	Sergeant – Sherriff's Dept.	13	09/17/2018	30
Justin Hebel	Sergeant – Detention Center	12	09/18/2018	16
Amber Aaseth	Asst. Director – Public Health	7	09/18/2018	20
Seth Hummel	Correctional Officer	4	09/28/2018	3
Richelle Olson	Sergeant – Detention Center	12	09/29/2018	15

- D. Accept Community Services Policy Committee Minutes.
- E. Accept the Public Safety Policy Committee Minutes.
- F. Accept the Steele County Planning Commission Minutes.
- G. Approve Out of State Training/Mentor Court visit in Yellowstone County, Montana on October 3, 2018 for Community Correction Agent, Dave Wulff.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve CUP #414 for From the Ground Up, LLC to operate a Lawn Care and Landscape business located in Block 1, Lot 1, Blount Addition AND Block 1, Lot 1, Sacred Heart Addition with conditions per the Planning Commission and to accept the Findings of Fact. Four Commissioners voting in favor thereof, Commissioner Glynn abstaining.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve the review of CUP #415 for Arise Group LLC on behalf of Ag. Partners Cooperative to operate an Agronomy Service Business located in Section 7-107-20 of Owatonna Township with conditions per the Planning Commission and to accept the Findings of Fact. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Krueger to approve CUP #416 for Klemmensen Brothers to expand their existing feedlot located in the SW ¼ of the NW ¼ and the SE ¼ of the NE ¼, Section 27-106-21 of Lemond Township with conditions per the Planning Commission and to accept the Findings of Fact. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Abbe to deny the renewal of Interim Use Permit # 2015-01 for Brian Cook allowing the mining of sand and gravel in the N ½ of the NW ¼, Section 21—108-20 of Clinton Falls Township. Ayes all.

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

**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:

- Medical Supplies 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.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve sending out a Request for Proposals for Financial and Legal Compliance Audit Services to review past practices. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Brady to approve the Recount Agreements with the Secretary of State for the Primary and General Elections. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve the increase of the Four Season's Change fund to \$100. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to award the contract for CP 074-018-003-Bridge Approach Panel Repairs to the low bidder Ulland Brothers, Inc in the amount of \$57,728. Upon the vote being taken four Commissioners voting in favor thereof, Commissioner Brady abstaining.

Motion by Commissioner Abbe, seconded by Commissioner Krueger to award contract for CP 074-018-004-CSAH 45 Slab Jacking Project to low bidder Northstar Mudjacking and More, LLC in the amount of \$165,984.96. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve the Cooperative Agreement with the City of Owatonna for CSAH 45 Slab Jacking. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to award the low bid for cutting edges on the snow plows to Kris Engineering in the amount of \$48,991. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to begin recruitment and selection of a new Jail Administrator. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve the recommendation to move forward with glycol replacement to the geo thermal system at the Detention Center in the amount of \$22,600 to Jim and Dude's, cost includes materials from Fremont Water Solutions. Upon the vote being taken four Commissioners voting in favor thereof, Commissioner Abbe voting against.

Motion by Commissioner Brady, seconded by Commissioner Krueger to table the request for ceiling fans at the Courthouse for one month. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve the low bid from Hiller Commercial Floors in the amount of \$21,175 to replace the carpet at the LEC - Sherriff and Records area. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to install card readers for four doors at the Courthouse to the low bidder of VTI Security in the amount of \$9,853.44. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Abbe to approve the mobile data computer replacements, software and program updates for the patrol squads. Cost is approximately \$49,331.20. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Brady to approve an agreement with Metro Sales for a copier to use at the fairgrounds by the Extension office. Ayes all.

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

### **RESOLUTION**

**BE IT RESOLVED** by Steele County that the County enter into a **Grant Contract** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: **County Veterans Service Office Operational Enhancement Grant Program**. The grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies,

educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the County Veterans Service Office, as specified in Minnesota Statutes 197.608, and Minnesota Laws 2017, Chapter 4, Article 1, Section 38, Subdivision 2. This Grant should not be used to supplant or replace other funding.

**BE IT FURTHER RESOLVED** by the **Steele County Board** that **Rene Gilormini, the County Veteran Services Officer**, be authorized to execute the Grant Contract for the above- mentioned Program on behalf of the County.

Upon the vote being taken, five Commissioner 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 Lease Amendment between Steele County and Park Place Senior Living. Ayes all.

James Lundgren and Jerry Ganfield gave a presentation about the Steele County Historical Society.

Commissioner Reports:

Commissioner Gnemi reported his attendance at the Drug Court picnic, meeting for RFP for Audit Service, SCHR Board meeting, South Pointe apartments ceremony future dedication, Public Safety meeting, SIMPA Grand Opening, MN Prairie Joint Powers meeting, SCHR Interviews, Mn Prairie Finance meeting, and a SEMCAC meeting.

Commissioner Brady reported his attendance at MnPrairie All Commissioners meeting, SE Communication Board meeting, and Soil & Water Conservation meeting.

Commissioner Abbe reported his attendance at the Multi County Solid Waste meeting, Public works meeting, County Purchasing Technology meeting, 911 Joint Powers meeting, Community Service meeting, All Commissioners MNPrairie meeting, and Public Works Committee Meeting.

Commissioner Krueger reported his attendance at SCHA meeting, Community services meeting, SIMPA Grand Opening, MN Prairie Budget meeting, appreciation and recognition function at the fair, and attended the Fair opening ceremony.

Commissioner Glynn reported his attendance at LEC Committee meeting, Fair Board meeting, meeting with John Hosfield and the administrator about the plat for CedarView/Park Place, and the MNPrairie All Commissioners meeting.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to go into closed session at 6:50 p.m. to discuss labor negotiations.

The Board came back into Open Session at 8:12 p.m.

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

LISTING OF BILLS  
08/15/2018

30 <sup>th</sup> Place LLC	17,725.44
Advanced Correctional Healthcare Inc	8,695.95
Amazon	2,028.43
Applied Concepts Inc	5,457.40
Aurora Township	18,117.00
Block Plumbing & Heating Inc	3,284.17
Borneke Construction, Inc.	39,765.06
BRN Lawn & Landscape LLC	2,060.00
City Of Owatonna	2,536.70
Computer Professionals Unlimited Inc	4,565.00
Countries Providing Technology	175,000.00
CRK Properties LLC	6,628.54
Emergency Automotive Technology Inc	2,707.22
Erickson Engineering Co LLC	6,577.50
Four Seasons Centre	8,228.75
Harlands Tire & Auto Center	2,558.76
J R's Advanced Recyclers Inc	5,524.75
Jamar Technologies Inc	3,816.00

Jones Haugh & Smith Inc	3,860.28
JSCAPE	8,499.00
KODA Living Community	18,200.00
L & D Ag Services Inc	2,423.00
Matthew Bender & Co Inc	2,294.24
Motorola Solutions Inc	5,242.34
Owatonna Groundsmasters Inc	4,574.71
Owatonna Public Utilities	32,226.16
PSC Alliance Inc	4,650.00
RCM Specialties Inc	4,443.85
SCR	2,244.00
Sherwin-Williams Company	2,126.40
Short Elliott Hendrickson Inc	8,480.57
SRF Consulting Group Inc	13,988.23
Steele County Treasurer	10,847.42
Summit Food Services LLC	13,821.45
Thomson Reuters – West	2,419.62
Univ. Of MN Regents	5,194.27
Waste Management of Wi-MN	49,846.18
WSB & Associates Inc	2,100.00
170 Payments less than \$2,000	<u>67,610.06</u>
<b>Total:</b>	<b>\$580,368.45</b>

Motion by Commissioner Brady, seconded by Commissioner Krueger to adjourn to the Call of the Chair at 8:13 p.m. Ayes all.

\_\_\_\_\_  
CHAIRMAN

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