

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

February 13, 2018

STATE OF MINNESOTA)
) ss
 COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 5:00 p.m. on February 13, 2018 with Commissioners Abbe, Gnemi, Glynn, Brady and Krueger present. Also present were Steele County Sheriff Lon Thiele, Planning & Zoning Director Dale Oolman, County Engineer Greg Ilkka, Human Resources Director Julie Johnson, County Treasurer Catherine Piepho, County Assessor Bill Effertz, Community Service Director Amy Roggenbuck, Probation Services Director Tim Schammel, Chief Deputy Attorney Christy Hormann, 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 with additions. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to accept and place on file the Correspondence from the City of Blooming Prairie - Wellhead Protection Planning Notice, the City of Owatonna regarding TIF Public Hearings and the information on the Wildflower State Trail. Ayes all.

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

- A. Approve the minutes of January 23, 2018 and Work Session minutes of January 31, 2018.
- B. Approve the Listing of Bills.
- C. Approve the following personnel actions:

New Hires/Promotions:

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Start Date</i>
Shelley Tenlen	RN – Public Health	4	03/05/18

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Gregory Nelson	Property Appraiser	Assessor	03/02/18
Jane Nyquist	Health Educator	Public Health	03/28/18

Anniversaries:

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Anniv. Date</i>
Jonathan Walstrom	Financial Analyst	2	02/06/18
Tim Schammel	Community Corrections Director	9	02/19/18
Nathan Boysen	Corporal – Detention Center	10	02/20/18

- D. Accept Internal Central Services Committee Minutes.
- E. Accept Public Safety Committee Minutes
- F. Approve the Community Corrections Grant Agreement in the amount of \$625,492 and authorize the Chairman to sign.
- G. Approve the Bureau of Criminal Apprehension Interagency Agreement – Management Control Agreement between Steele County Community Corrections (SCCC) and Steele County.
- H. Approve the purchase of a radio from Motorola Solutions in the amount of \$1,959.94 for field visits of the Community Corrections Agents.
- I. Approve the out of state travel for Probation Agent Samantha Ahrens to attend the 16th Annual Conference on Crimes Against Women April 16 – 19, 2018 in Dallas, TX.
- J. Approve the Application Exempt Permits for Holy Trinity Parish Litomysl for events on 03/25/, 2018, 07/29/2018 and 11/18/2018.

Drug Court Coordinator Nicole Grams and Dr. Wagener gave a review of the Steele/Waseca Drug Court program.

The Public Hearing for the Steele County Capital Improvement Plan and the Issuance of General Obligation Capital Improvement Plan Bonds was called to order at 5:40 p.m.

The hearing was then open to questions from those in attendance. There were no questions.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to close the Public Hearing at 5:42 p.m. Ayes all.

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

RESOLUTION APPROVING THE 5-YEAR CAPITAL IMPROVEMENT PLAN AND AUTHORIZING THE ISSUANCE AND SALE OF GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS

WHEREAS, Steele County (the “County”) has published notice of its intent to hold a hearing on the adoption of its 2018-2022 Capital Improvement Plan (the “Plan”) and the issuance of capital improvement plan bonds under Minnesota Statutes, Section 373.40 (the “Bonds”) at least fourteen (14) but not more than twenty-eight (28) days prior to the date hereof, pursuant to and in accordance with Minnesota Statutes, Section 373.40 (the “Act”); and

WHEREAS, the Board of County Commissioners (the “Board”) held a public hearing on the date hereof on (i) adoption of the Plan and (ii) the issuance of the Bonds for the purpose of financing the construction of various capital improvements, including a new public works facility (the “Project”), as described in the Plan; and

WHEREAS, in preparing the Plan, the Board has considered:

- (1) the condition of the County’s existing infrastructure, including the projected need for repair or replacement;
- (2) the likely demand for the improvement;
- (3) the estimated cost of the improvement;
- (4) the available public resources;
- (5) the level of overlapping debt in the County;
- (6) the relative benefits and costs of alternative uses of the funds;
- (7) operating costs of the proposed improvements; and
- (8) alternatives for providing services more efficiently through shared facilities with other counties or local government units; and,

NOW, THEREFORE, BE IT RESOLVED by the Board as follows:

SECTION 1. CAPITAL IMPROVEMENT PLAN. The Plan is hereby adopted for the purposes outlined above.

SECTION 2. THE BONDS; PURPOSE. It is hereby determined to be in the best interests of the County to issue its General Obligation Capital Improvement Plan Bonds, Series 2018A (the Bonds), in the aggregate principal amount not to exceed \$3,190,000, pursuant to Minnesota Statutes, Section 373.40 and Chapter 475. The proceeds of the Bonds will be used to finance the construction of the Project.

SECTION 3. TERMS OF PROPOSAL. Northland Securities, Inc., municipal advisor to the County, has presented to this Board a form of Notice of Sale for the sale of the Bonds which is attached hereto and hereby approved and shall be placed on file by the County Auditor. Each and all of the provisions of the Notice of Sale are hereby adopted as the terms and conditions of the Bonds and of the sale thereof. Northland Securities, Inc. is hereby authorized to solicit proposals for the Bonds on behalf of the County on a competitive basis.

SECTION 4. SALE MEETING. This Board shall meet at the time and place shown in the Notice of Sale, for the purpose of considering sealed proposals for the purchase of the Bonds and of taking such action thereon as may be in the best interests of the County.

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

RESOLUTION IN SUPPORT OF CORRIDORS OF COMMERCE FUNDING FOR THE EXPANSION OF U.S. HIGHWAY 14

WHEREAS, U.S. Highway 14 serves a vital role in connecting individuals and businesses in communities across southern Minnesota;

WHEREAS, the Corridors of Commerce program was created and funded by the Minnesota Legislature in 2013 for the specific purpose of funding the expansion and improvement of interregional corridors like U.S. Highway 14, which play an important role in the movement of freight and people between regions of our State;

WHEREAS, U.S. Highway 14 remains the most densely populated highway corridor in Greater Minnesota without a continuous four-lane connection;

WHEREAS, the remaining two-lane segments of U.S. Highway 14 between Rochester and New Ulm remain dangerous and deadly stretches of road;

WHEREAS, freight movement makes up a significant portion of the traffic on U.S. Highway 14, and the four-lane expansion of the corridor would not only facilitate commerce, but allow passenger vehicles to more safely share the road with heavy commercial vehicles;

WHEREAS, the State of Minnesota has repeatedly recognized that the four-lane expansion of Highway 14 is necessary, having previously invested nearly \$400 million in expansion and safety projects along the corridor;

WHEREAS, completing the four-lane expansion of U.S. Highway 14 will enhance commerce and create new economic development opportunities for southern Minnesota, with benefits that will resound across the State;

WHEREAS, communities across southern Minnesota, including Steele County have publicly voiced their support for this project through their membership in the U.S. Highway 14 Partnership.

NOW, THEREFORE BE IT RESOLVED THAT STEELE COUNTY supports the use of Corridors of Commerce funding to expand U.S. Highway 14 to four lanes between Rochester and New Ulm or any segment thereof, including the funding of engineering and right-of-way acquisition needed to facilitate such expansion.

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 Brady offered a **Resolution**, seconded by Commissioner Gnemi to enter into an Agreement with the Port Authority of the City of St. Paul Property Assessed Clean Energy Program (MinnPace) Joint Powers to provide financing for energy efficiency and conservation improvements on qualifying Real Properties located within the boundaries of the County through the use of special assessments.

Upon the vote being taken, four Commissioners voted in favor thereof, Commissioner Abbe voting against. A copy of the Resolution is on file in the Auditor's office.

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

BE IT RESOLVED that Steele County hereinafter referred to as the "Applicant" act as legal sponsor for the project contained in the **Flood Damage Reduction Grant Assistance Program Application** submitted on December 20, 2016 and that the County Engineer is hereby authorized to apply for the Department of Natural Resources for funding of this project on behalf of the Applicant.

BE IT FURTHER RESOLVED that the Applicant has the legal authority to apply for financial assistance, and the institutional, administrative, and managerial capability to ensure adequate acquisition, maintenance and protection of the proposed project.

BE IT FURTHER RESOLVED that the Applicant has the financial capability to provide any required matching funds.

BE IT FURTHER RESOLVED that the Applicant has not incurred any costs, and has not entered into any written agreements to purchase property proposed by this project.

BE IT FURTHER RESOLVED that the source of Applicant's matching funds shall not include other State funds.

BE IT FURTHER RESOLVED that the source of Applicant's matching funds shall be \$89,250 local Road and Bridge funds.

BE IT FURTHER RESOLVED that the Applicant hereby pledges to complete the project or phase if it exceeds the total funding provided by the Department of Natural Resources and any required local match.

BE IT FURTHER RESOLVED that the Applicant has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, the Applicant may enter into an agreement with the State of Minnesota for the above-references project, and that the Applicant certifies that it will comply with all applicable laws and regulations as stated in the contract agreement.

NOW, THEREFORE BE IT RESOLVED that the County Engineer is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

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 Brady to appoint the Administrator, Commissioner Glynn and Commissioner Gnemi to negotiate an agreeable amount between Steele County and the Snorek's for the purchase of their property located on the corner of CR 45 and CR 18. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve filling the vacant Appraiser position in the Assessor's Department. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to approve hiring a temporary Summer Intern in the GIS Department from approximately mid-May to mid-August 2018 with up to fifty percent of the wages being reimbursed by participating in Southeast Service Cooperative's Internship Program. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Abbe to approve filling the vacant Health Educator position in the Public Health Department. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Brady to approve the Finance Director to attend the Annual GFOA Conference in St. Louis, Missouri from May 6th through May 9th, 2018. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to approve the Voting Equipment Grant Agreement in the amount of \$48,308.37. Ayes all.

Commissioner Reports:

Commissioner Gnemi reported on his attendance at a OPU City/County meeting, SCHR and Dodge/Steele Joint Powers, Drug Court evaluation, Public Safety and SEMCAC meeting.

Commissioner Brady reported on his attendance at a OPU City/County meeting, RC&D Rural Development, SHRC, Dodge/Steele Joint Powers, Strategic Planning and Soil and Water Conservation District meeting, Library meeting with City, Public Safety and Emergency Communication Board meetings.

Commissioner Abbe reported on his attendance at the Dodge/Steele Joint Powers, Work Session and 911 Rice/Steele Joint Powers meetings.

Commissioner Krueger reported on his attendance at a OPU City/County meeting, Cedarview and Park Place tours, Dodge/Steele Joint Powers, Strategic Planning and SCHA meetings, IT Director Interview, Drug Court Evaluation, Main St. Presentation, Internal Central Services and Association of Minnesota Counties Business Partnership meetings.

Commissioner Glynn reported on his attendance at the Cedarview and County Shop tours, Dodge/Steele Joint Powers, and Strategic Planning meetings, IT Director Interview, Internal Central Services, Park & Rec and Fair Board meetings.

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

LISTING OF BILLS
02/13/2018

30 th Place LLC	22,319.86
Advanced Correctional Healthcare Inc	9,377.13
Amazon	3,064.79
Ancom Technical Center Inc	11,080.08
AVI Systems Inc	11,946.00
City of Owatonna	131,822.55
Compass Minerals America	11,236.91
Computer Professionals Unlimited Inc	4,565.00
CPS Technology Solutions	2,575.00
CRK Properties LLC	7,383.77
Curts Truck & Diesel Svc	3,358.94
Freeborn County Auditor-Treas	2,088.41
Heartsmart.com	3,054.00
Huber Supply Co Inc	3,351.83
Jones Haugh & Smith Inc	4,064.60
League of Minnesota Cities	2,070.00
Marco Technologies LLC	3,666.47
MCCC MI 33	11,295.48

Metro Sales Inc	3,204.45
Miners's Outdoor & Rec	2,465.74
Moore Md/Kellyanna J	3,000.00
Oertel Architects	22,709.56
Owatonna Groundmasters Inc	9,225.91
Owatonna Public Utilities	35,052.88
RDO Equipment Co, Inc	2,582.38
Rocon Incorporated	20,805.61
SCR Southern-Rochester	2,215.50
SE MN Water Resources Board	5,000.00
Short Elliott Hendrickson Inc	2,655.24
South Central Drug Investigation Unit	13,000.00
SRF Consulting Group Inc	37,761.19
Steele County Revenue	12,365.71
Steele County Treasurer	170,029.00
Stonebrooke Engineering Inc	2,520.27
StreamWorks LLC	6,200.00
Summit Food Service Management	20,412.65
Thomson Reuters - West	3,063.62
WSB & Associates Inc	20,394.76
188 Warrants under \$2,000	<u>77,603.07</u>
Total:	\$ 720,588.36

Motion by Commissioner Gnemi, seconded by Commissioner Brady to adjourn to the Call of the Chair at 6:35 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR