

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

November 27, 2018

STATE OF MINNESOTA)
) ss
COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 5:00 p.m. on November 27, 2018 with Commissioners Krueger, Gnemi, Glynn and Brady present. Also present were County Sheriff Lon Thiele, County Engineer Greg Ilkka, Assistant County Engineer Paul Sponholz, Public Health Director Amy Caron, Planning & Zoning Director Dale Oolman, County Attorney Dan McIntosh, County Treasurer Cathy Piepho, Human Resources Director Julie Johnson, County Administrator Scott Golberg and County Auditor Laura Ihrke.

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

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve the following Consent Agenda items. Ayes all.

- A. Approve the minutes of November 13, 2018.
B. Approve the Listing of Bills.
C. Approve the following Personnel Report:

New Hires/Promotions

Table with 4 columns: Name, Position/Dept., Step, Start Date. Rows include Sara David, Penny Miller, and Jessica Weegman.

Resignations/Retirements/Terminations:

Table with 4 columns: Name, Position, Department, End Date. Rows include Penny Miller and Thomas Biesterfeld.

- D. Accept Land Use/Records Committee Meeting Minutes.
E. Accept Public Works Committee Meeting Minutes.
F. Accept Community Services Committee Meeting Minutes.
G. Approve the laptop purchase for the Assessor's office in the amount of \$1,227.21 from the Compliance Fund account.
H. Approve the transfer of \$3,711.45 from the Compliance Fund for the balance of the 2018 GIS Summer Intern Wages.
I. Approve the application by the Owatonna Wrestling Assoc. to conduct off-site gambling for an event at the Monterey Ballroom on March 16, 2019.

The Chairman gave a Summary of the 12-month performance evaluation of the County Administrator Scott Golberg.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve a step increase for the County Administrator Scott Golberg. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Brady to approve the Notice of Intent to terminate the agreement with MCCC for the maintenance and support of MCAPS for the Attorney's office. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve Veteran Services-Van donations account carry-over for FY 2019 Budget. Ayes all.

Commissioner Brady offered a Resolution, seconded by Commissioner Gnemi to approve a Permit for Use of Federal Property between Steele County and the United States Department of Veterans Affairs, Minneapolis VA Health Care System (MVAHCS) to utilize the Parking Lot at 630 Florence Ave in Owatonna, MN for the parking of two government owned vehicles 24 hours per day, Sunday thru Saturday. This Permit for Use will expire in three years unless extended in writing by mutual agreement.

Upon the vote being taken, four Commissioners voted in favor thereof, Commissioner Abbe 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 approve the purchase of office furniture in the amount of \$3,280.42 for the Extension office. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to approve appointing the Steele County Planning and Zoning Director Dale Oolman as an Authorized Representative and Official Signatory relating to the Natural Resource Block Grant (NRBG). Ayes all.

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

**STEELE COUNTY RESOLUTION
2019 AQUATIC INVASIVE SPECIES PREVENTION AID PLAN**

WHEREAS, 2014 Session Law Chapter 308 enacted by the Legislature provides Minnesota counties a County Program Aid grant for Aquatic Invasive Species (AIS) prevention. The amount designated to each county is based on the number of watercraft trailer launches as well as the number of watercraft trailer parking spaces within each county. Steele County was allocated approximately \$8,162 in 2014 and \$18,138 for 2015 and each year after, and;

WHEREAS, the legislation requires that Steele County must establish, by resolution or through adoption of a plan, guidelines for the use of the proceeds which are to prevent the introduction or limit the spread of aquatic invasive species at all access sites within the county, and;

WHEREAS, the county may appropriate the proceeds directly, or may use any portion of the proceeds to provide funding for a joint powers board or cooperative agreement with another political subdivision, a soil and water conservation district in the county, a watershed district in the county, or a lake association located in the county. Any money appropriated by the county to a different entity or political subdivision must be used as required under this section, and;

WHEREAS, the county must submit a copy of its guidelines for use of the proceeds to the Department of Natural Resources by December 31 of the year the payments are received.

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of Steele County, Minnesota, adopts the Steele County 2019 Aquatic Invasive Species Prevention Plan.

Upon the vote being taken, four Commissioners voted in favor thereof, Commissioner Abbe absent and not voting. A copy of the Resolution is on file in the Auditor's office.

The Public Hearing for the Steele County Bixby Sewer District Maintenance Fees was called to order at 5:15 p.m.

Planning & Zoning Director Dale Oolman reviewed the maintenance fees.

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

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to close the hearing at 5:22 p.m. Ayes all.

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

**STEELE COUNTY
RESOLUTION SETTING THE WASTEWATER OPERATION FEE
BIXBY SUBORDINANTE SERVICE DISTRICT**

WHEREAS, The Bixby Subordinate Service District was established by Steele County pursuant to Minnesota Statutes, Chapter 375B and;

WHEREAS, Steele County is established a wastewater collection and treatment system to serve the un-incorporated community of Bixby (collectively the "Wastewater System");

WHEREAS, Steele County adopted the "Bixby Subordinate Service District Ordinance" (Ordinance #37) governing the Bixby wastewater collection and treatment system;

WHEREAS, the Ordinance allows the Board to establish the rates, fees and charges related to the Wastewater System;

WHEREAS, the County Board needs to establish rates, charges, and fees at a level sufficient to pay the costs to operate, maintain, and repair the system.

NOW, THEREFORE, BE IT RESOLVED, that the County Board hereby sets the Annual Wastewater Operation Fee, pursuant to the Bixby Subordinate Service District Ordinance, Minn. Stat. § 375B.09, Minn. Stat. § 444.075, at the following rate beginning on January 1, 2019

User and Operation Fee

A charge imposed to pay for the on-going operation and maintenance of the Wastewater System.

Annual Wastewater Operation Fee \$440.00

Upon the vote being taken, four Commissioners voted in favor thereof, Commissioner Abbe 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 Mack AF Granite TA lowboy truck tractor in the amount of \$114,909. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve the Cooperative agreement with the City of Medford for Preliminary Engineering, design and construction of CSAH 45 (Main St.) and authorize the Chair and the County Administrator to sign the agreement. Ayes all.

The Public Hearing for the Steele County Highway Capital Improvement Plan 2019–2023 was called to order at 5:30 p.m.

County Engineer Greg Ilkka and Assistant County Engineer Paul Sponholz gave a presentation on the Capital Improvement Plan.

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

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to close the hearing at 6:12 p.m. Ayes all.

Doug Host from CliftonLarsonAllen gave a presentation on the 2017 audit report.

Commissioner Reports:

Commissioner Gnemi reported on his attendance at Hudson, WI Detention Center, SEMCAC, Land Use and Records, Historical Society, and SCHR meetings.

Commissioner Brady reported on his attendance at Hudson, WI Detention Center, Public Works, SE MN Water Resources, Extension, MNPrairie, Hiawatha Valley, and SCHR meetings.

Commissioner Abbe not present.

Commissioner Krueger reported on his attendance at the Community Services meeting.

Commissioner Glynn reported on his attendance at the Land Use and Records meeting and the Extension Meeting in Rice County.

LISTING OF BILLS

11/13/2018

A1 Security Cameras	2,650.00
Ag Partners	18,704.10
Amazon	4,216.41
Central Farm Services	6,053.13
Compass Minerals America	13,388.52
Counties providing Technology	4,725.00
Dakota County Financial Services	3,799.00
Dell Marketing LP	15,714.96
Fastenal Company	2,059.05
Four seasons Centre	5,780.00
Honeywell Inc	2,034.73
Hosfield/John C	2,081.00
Matejcek Implement Co	5,285.80
Mayo Clinic	3,600.00
Mike's Repair	2,835.53
Moore Md/Kellyanna J	3,000.00

MN State College	8,200.00
Owatonna Motor Company	2,497.69
Owatonna Public Utilities	14,414.85
SCR	52,844.00
SHI International Corp	50,430.10
Steele County Highway Dept	6,188.66
Steele County Soil & Water Conserv Dist	12,118.00
Steele County Treasurer	10,847.42
Summit Food Services LLC	8,504.11
Treas of Berlin Township	2,000.00
Treas of Blooming Prairie Township	2,000.00
Treas of Summit Township	2,000.00
US Prisoner Transport	2,265.00
Waste Management of Wi-Mn	100,065.59
91 Payments less than 2,000	<u>51,290.54</u>
Total:	\$421,593.19

Motion by Commissioner Gnemi, seconded by Commissioner Brady to adjourn to the Call of the Chair at 6:32 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR