

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

September 25, 2018

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 25, 2018 with Commissioners Brady, Krueger, Abbe, Gnemi, and Glynn present. Also present were County Attorney Dan McIntosh, Jail Administrator Jodi Bushey, Training and Compliance Officer Anthony Buttera, County Sheriff Lon Thiele, Human Resources Director Julie Johnson, County Treasurer Cathy Piepho, Planning & Zoning Director Dale Oolman, Public Health Director Amy Caron, County Engineer Greg Ilkka, IT Director Dave Purscell, Emergency Management Director Mike Johnson, County Administrator Scott Golberg and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

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 September 11, 2018.

B. Approve the Listing of Bills.

C. Approve the following Personnel Report:

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Jessica Bendzick	Paralegal	County Attorney	09/12/218
Ellie Wallin	HR Assistant	Human Resources	10/26/2018

D. Accept Community Services Policy Committee Minutes

E. Accept Land Use/Records Policy Committee Minutes

F. Accept Internal Central Services Committee Minutes

G. Accept Public Works Committee Minutes

H. Approve the TriMin contract for Integrated Financial System (IFS) support for the years of 2019 to 2021.

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

Resolution

BE IT RESOLVED, that the preliminary net tax levy for 2019 be set at \$24,785,085 and the preliminary total budget be set at \$53,663,082.

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 11, 2018 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.

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

Resolution Declaring a State of Emergency

WHEREAS the Severe Thunder Storm and High Wind on the date of September 20th, 2018, impacted the population of Steele County and its cities; and

WHEREAS the Severe Thunder Storm and High Wind Event has caused a significant amount of damage to public and private property in Steele County; and

WHEREAS Steele County is a public entity within the State of Minnesota; and

WHEREAS the Steele County Emergency Management Director requests the Steele County Board of Commissioners to declare Steele County in a STATE OF EMERGENCY for the Severe Thunder Storm and High Wind Event of September 20th, 2018;

NOW, THEREFORE, BE IT RESOLVED, that the Steele County Board of Commissioners declares Steele County in a State of Emergency for conditions resulting from the Severe Thunder Storm and High Wind event of September 20th, 2018.

Adopted by the Steele County Board of Commissioners this 25th day of September 2018.

BE IT FURTHER RESOLVED, that the County Emergency Management Director is authorized to coordinate the damage survey teams with local government and assist in the administration of the disaster recovery process, as needed.

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 Abbe to approve filling a Paralegal position in the County Attorney's office. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Krueger to approve filling a RN position at the Detention Center. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve renewal of the existing Microsoft Enterprise Agreement for a three-year period. The amount due per year is based on actual license requirements. The current year is \$49,016.10. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Brady to approve authorizing Dan Vermilyea to submit an application for the MN Department of Agriculture Noxious and Invasive Weed Grant Program. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve a Contract for Ditch Inspector duty with the Soil & Water Conservation District. Ayes all.

Motion by Commissioner Kruger, seconded by Commissioner Gnemi to approve the purchase of a security system and monthly monitoring for the Landfill Maintenance Shop in the amount of \$3,030.01. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Krueger to approve the Sheriff Departments participation in ANCOM's regional radio analyzer program to touch, analyze and align radios in service verifying radios are in sync at \$5,000 initial cost plus \$370.00 per year. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Abbe to approve the purchase of GPS survey equipment for the Highway Department from Fred Meyer Technology Services in the amount of \$32,387.00 to replace current equipment that is no longer supported by the manufacturer. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Krueger to accept the Feasibility Report for CSAH 19 (Rose St.) & CSAH 45 (Hoffman Dr.) and to approve the Amendment #3 to the agreement with SRF Consulting for final design services for improvements for both highway segments and other public infrastructure elements. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve the method to determine Just Compensation for right-of-way acquisitions on Minimum Damage Acquisitions and delegate authority for approval of Just Compensation to the County Highway Engineer. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Krueger to approve a professional service agreement with WSB & Associates, Inc. for an amount not to exceed \$50,652 for public involvement and final design services for a mini-roundabout at CSAH 34 (NW 26th St.) and CSAH 1(N Cedar Ave.). Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve an access variance request for CSAH 16: Ingvaldson to install a new field entrance. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve the Public Health Documentation System (PH-DOC) Maintenance and Support Agreement effective January 1, 2019 through December 31, 2021. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve the purchase of Audio/Visual Equipment in the amount of \$4,289.15 for the Public Health Department Conference Room. Ayes all.

Commissioner Reports:

Commissioner Gnemi reported on his attendance at the Workforce meeting, Land Use/Records Policy meeting, MNPrairie meeting, Insurance meeting, MnPrairie meeting Internal Central Services and Human Relations Center meeting.

Commissioner Brady reported on his attendance at the Berlin and Lemond Township meetings, Weed Management Committee meeting, MNPrairie and South Central Human Relations Center meeting.

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

Commissioner Krueger reported on his attendance at the Community Services meeting and he spoke at the Lions Club meeting.

Commissioner Glynn reported on his attendance at the Soil and Water meeting, met with the Fair Board in regards to the race track, Land Use/Records Policy meeting and Internal Central Services meeting.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve the following Listing of Bills. Ayes all.

LISTING OF BILLS
09/25/2018

Advanced Correctional Healthcare Inc	8,695.95
Amazon	4,107.67
CRK Properties LLC	6,588.51
Custom Communications Inc	2,104.72
Distad/Dennis A	2,992.50
Erickson Engineering Co LLC	16,275.41
FFF Enterprises	22,109.89
Honeywell Inc	2,034.73
Kris Engineering Inc	48,991.00
Kronos Incorporated	3,468.34
Local Government Information Systems	32,912.96
Mayo Clinic	5,512.00
Mike's Repair	5,087.47
Moore Md/Kellyanna J	3,000.00
MVTL Laboratories Inc	11,883.70
Oertel Architects	4,867.14
Owatonna Glass	3,184.24
R & R Specialties of Wisconsin Inc	8,689.53
R R Brink Locking Systems Inc	6,156.00
Relias Learning LLC	5,381.76
Steele County Highway Dept	4,176.23
Steele County Treasurer	10,847.42
StreamWorks LLC	5,065.00
Summit Food Services LLC	19,011.18
The SpyGlass Group LLC	8,082.59
Thomson Reuters – West	2,030.18
Univ of MN Regents	12,636.28
Waste Management of Wi-Mn	100,197.11
Wondra/Joseph	15,463.63
WSB & Associates Inc	43,138.00
Ziegler, Inc	247,133.41
119 Payments Less than \$2,000	<u>60,059.69</u>
Total:	\$731,884.24

Motion by Commissioner Gnemi, seconded by Commissioner Brady to adjourn to the Call of the Chair at 6:18 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR