

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

February 12, 2019

STATE OF MINNESOTA)
) ss
 COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 5:00 p.m. on February 12, 2019 with Commissioners Krueger, Abbe, Gnemi, Glynn and Brady present. Also present were County Engineer Greg Ilkka, Planning & Zoning Director Dale Oolman, Community Corrections Director Tim Schammel, County Treasurer Cathy Piepho, Interim Jail Administrator Officer Anthony Buttera, IT Director Dave Purscell, County Administrator Scott Golberg and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

Commissioner Krueger called the Ditch Authority meeting to order at 5:00 p.m.

Motion by Commissioner Brady, seconded by Commissioner Glynn to award the low bid of H & H Excavating for County Ditch 2 repair work in Merton Township Sections 8-11 and 13-16. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to adjourn the ditch meeting at 5:05 p.m. Ayes All.

The Regular Session was brought to order at 5:05 p.m.

Motion by Commissioner Abbe, seconded by Commissioner Glynn to approve the agenda with the addition of the Renewal of Consumption & Display Permit for Finch’s Pub LLC. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Brady to approve the following Consent Agenda items. Ayes all.

- A. Approve the minutes of January 22, 2019.
- B. Approve the minutes of January 30, 2019 Special Session.
- C. Approve the Listing of Bills.
- D. Approve the following Personnel Report:

New Hires/Promotions

<i>Name</i>	<i>Position/Dept.</i>	<i>Step</i>	<i>Start Date</i>
James Cole (promotion)	Assistant County Attorney II	C45/7	01/01/19

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
David Jensen(retirement)	Maintenance Technician	Highway	02/28/19

Anniversaries:

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Anniv. Date</i>	<i>Yrs. Service</i>
David Purscell	Director of IT/Information Tech.	6	03/01/19	1
Sasha Henning	Asst. Attorney II – Attorney	7	03/12/19	7
Stephen Rick	Asst. Comm. Corr. Director- CC	8	03/13/19	2
Tyler Diersen	Asst. County Assessor - Assessor	7	03/14/19	14
Kevin Lindquist	Highway Maintenance Supervisor	8	03/19/19	1
Anna Peterson	Road Deputy – Sheriff’s Office	2	03/19/19	1
Gina McGuire	Asst. HR Director – HR	6	03/20/19	5
Tyler Brase	Road Deputy – Sheriff’s Office	3	03/29/19	2

- E. Accept Internal Central Services Committee Minutes.
- F. Accept Public Works Committee Minutes.
- G. Accept Public Safety Committee Minutes.
- H. Accept Planning Commission Meeting Minutes.
- I. Approve the purchase of Detention Center security door locks at a cost of \$11,835.
- J. Approve the out of state travel for the Community Services Director/Public Health Director to attend the NACCHO Annual Conference July 9-11, 2019 in Orlando, FL.
- K. Approve the out of state travel for one Juvenile Agent to attend the Early Experience: Lasting Impressions training at the University of Wisconsin Stout on April 25, 2019.
- L. Approve the purchase of a Ricoh Copier from Metro Sales in the amount of \$6,299 for Community Corrections with a service agreement of \$360 a year plus impressions made.
- M. Approve the purchase of a Ricoh Copier from Metro Sales in the amount of \$6,299 for Planning and Zoning with a service agreement of \$360 a year plus impressions made.

- N. Approve the virtual infrastructure Veeam Backup and Replication for the LEC environment in the amount of \$2,442.
- O. Approve the Renewal of Consumption & Display Permit for Finch's Pub LLC.

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

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:

- Changing Pad Cover and Baby Blanket from Anonymous
- Newborn Hats from Owatonna Allina Hospital
- Huggies Diapers from Owatonna Diaper Bank

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 Glynn to approve IUP #2019-03 from MN 121819 LLC to construct and operate a 1 MW Solar Energy System in the S½ of the SW¼, Section 30, Clinton Falls Township on property owned by RJC Farms LLC with conditions per the Planning Commission and to accept the Findings of Fact. Ayes All.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve IUP #2019-04 from Crane Creek Asphalt to place a temporary asphalt plant in the Lemond Quarry located in section 1 of Lemond Township of property owned by Mathy's Construction per the Planning Commission and to accept the Findings of Fact. Ayes All.

Motion by Commissioner Abbe, seconded by Commissioner Brady to approve the three-year Joint Dispatch Lease Agreement between Steele County/City of Owatonna and Rice/Steele County 9-1-1 Center. Ayes All.

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to approve a \$5,000 donation to the SE MN Emergency Medical Services. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Abbe to approve the contract between Steele County and SD 761 for absentee voting election services. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to set a Board Work Session for February 28, 2019 at 8:00 a.m. Ayes All.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to approve the purchase of a Caterpillar Compact Track Loader for the Highway Department from Ziegler Cat in the amount of \$67,530 to replace a 1999 skid steer. Ayes all.

Commissioner Glynn offered the following **Resolution**, seconded by Commissioner Abbe to approve final payment for SAP 074-603-017, Contract 170317 to JJD Companies in the amount of \$8,973.10.

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

Commissioner Glynn offered the following **Resolution**, seconded by Commissioner Abbe to approve final payment for CP 74-018-004, Contract 181804 to Northstar Mudjacking & More, LLC in the amount of \$8,409.42.

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

PRIORITIZED BRIDGE REPLACEMENT LIST

WHEREAS, Steele County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, supplied by local citizenry and local units of government, and

WHEREAS, Steele County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years.

NOW, THEREFORE BE IT RESOLVED that the following deficient bridges are high priority and Steele County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available,

Old Bridge Number	Road Number or Name	Total Project Cost	Township or State Bridge Funds	Federal Funds	Local or State Aid Funds	Proposed Construction Year
74525	CR 198	\$400,000	\$350,000	\$0	\$50,000	2019
97815	SW 51 st St.	\$200,000	\$180,000	\$0	\$20,000	2019
N/A	CSAH 43	\$230,000	\$137,500	\$0	\$92,500	2019
N/A	CSAH 18	\$110,000	\$50,000	\$0	\$60,000	2019
92779	CSAH 6	\$190,000	\$90,000	\$0	\$100,000	2020
89080	CSAH 28	\$190,000	\$90,000	\$0	\$100,000	2020
L3951	NE 34 th Ave.	\$200,000	\$180,000	\$0	\$20,000	TBD
95786	SE 18 th St.	\$130,000	\$110,000	\$0	\$20,000	TBD
L5798	NE 76 th St	\$130,000	\$110,000	\$0	\$20,000	TBD
6743	CSAH 45	\$600,000	\$275,000	\$0	\$325,000	TBD
4686	CR 180	\$160,000	\$150,000	\$0	\$10,000	TBD

BE IT FURTHER RESOLVED, Steele County does hereby request authorization to replace, rehabilitate, or remove such bridges; and

BE IT FURTHER RESOLVED, Steele County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

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

RESOLUTION OF SUPPORT FOR THE CSAH 45 RECONSTRUCTION PROJECT GRANT APPLICATION TO THE LOCAL ROAD IMPROVEMENT PROGRAM

WHEREAS, the County of Steele and the City of Medford are planning a roadway reconstruction project through the City of Medford on CSAH 45 (Main Street) from 5th Ave SE to 2nd Ave NW for construction in 2021; and

WHEREAS, said project meets the eligibility criteria as a Route of Regional Significance under the Local Road Improvement Program.

NOW, THEREFORE, BE IT RESOLVED, that the Steele County Board of Commissioners supports the submittal of the CSAH 45 Reconstruction project as a Route of Regional Significance under the Local Road Improvement Program and agrees to ensure that all program documentation and requirements are met.

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 Glynn, seconded by Commissioner Abbe to approve the Eighth Addendum to Lease Agreement for the temporary Highway maintenance shop located at 900 30th Place. Ayes All.

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

Approve and Accept Steele County Highway Right-of-Way Plat No. 17

WHEREAS, the Steele County Highway Right-of-Way Plat No. 17 has been prepared for the reconstruction of County State-Aid Highway 12 between County State-Aid Highway 17 and County State-Aid Highway 23, and

WHEREAS, the Steele County Highway Engineer has certified that the highway location and right-of-way is correctly located on the plat, and

WHEREAS, the Steele County Surveyor has checked and approved the plat.

NOW, THEREFORE BE IT RESOLVED, the Steele County Highway Right-of-Way Plat No. 17 is hereby approved and accepted.

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 Brady to approve the Community Corrections Fee Schedule with a change to the Juvenile Diversion fee of \$50.00 per offense. Ayes All.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve the 2018 Amendment Fourteen to the Food Service Management Agreement between the Detention Center and A'Viands, LLC. Ayes All.

Commissioner Reports:

Commissioner Brady reported on his attendance at the SCHR meeting, JD7 Ditch meetings, Cold Storage Bid Opening, Auditor presentation, Planning & Zoning meeting, 911 Rice/Steele Joint Powers, Emergency Communication Board, City/County Transportation meeting, Hope meeting on LED Lights.

Commissioner Glynn reported his attendance at the Cold Storage Bid Opening, Community Health Board Meeting, Public Works meeting, Park & Recreation meeting and the City/County Transportation meeting.

Commissioner Gnemi reported on his attendance at a Watershed meeting, Drug Court, SCHR meeting, Work Session, Audit presentation, Park Place and SEMCAC meetings.

Commissioner Abbe reported on his attendance at the Community Health Board meeting, Work Session, 911 Joint Powers Board, Internal Central Services, and SCHA Joint Powers Board meeting.

Commissioner Krueger reported his attendance at SCHA Executive meeting, Cold Storage Bid Opening, Dodge/Steele PH – Work Session, Internal Central Services, Public Works, Public Safety and SCHA Joint Powers Board meeting.

LISTING OF BILLS

02/12/2019

30th Place LLC	21,361.51
Ag Partners	13,351.34
Amazon	4,375.87
Axon Enterprise Inc	3,196.00
Baker Tilly Virchow Krause LLP	5,500.00
Cedar Valley Services - SMART Transit	3,195.63
Central Farm Services	14,793.01
Church Offset Printing Inc	3,961.12
City of Owatonna	63,520.40
City of Preston	5,000.00
Counties Providing Technology	3,963.00
CPS Technology Solutions	2,696.00
ESRI Inc	4,888.00
Innovative Office Solutions LLC	6,516.61
Kiesler's Police Supply Inc	2,662.26
Kronos Incorporated	3,289.48
L & L Street Rods & Sport Trucks	2,900.00
Larson/Jeff	3,900.00
League of Minnesota Cities	2,070.00
Magtech Ammunition	7,099.19
Mayo Clinic	3,600.00
Medford Sand & Gravel LLC	3,983.00
Metro Sales Inc	3,763.94
Midstates Equipment Supply	13,795.97
Mike's Repair	2,112.62
Northland Securities Inc	32,395.00
Olympic Fire Protection Corp	3,812.05
Owatonna Groundskeeper Inc	8,506.05
Owatonna Public Utilities	19,636.21
SCR	3,045.72
SE MN Water Resources Board	5,000.00

Sentinel MN LLC	2,246.00
South Central Drug Investigation Unit	13,000.00
Steele County Highway Dept	17,902.33
Steele County Treasurer	161,634.41
StreamWorks LLC	5,800.00
Summit Food Services LLC	13,601.00
Thomson Reuters - West	4,607.23
Vanguard Appraisals Inc	4,950.00
WatchGuard Video	15,825.00
WSB & Associates Inc	6,747.15
Ziegler, Inc	6,396.75
Zuercher Technologies LLC	10,064.73
156 Payments less than 2,000	<u>60,090.91</u>
Total:	\$600,755.49

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to adjourn to the Call of the Chair at 5:58 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR