

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

March 12, 2019

STATE OF MINNESOTA)
) ss
 COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 4:00 p.m. on March 12, 2019 with Commissioners Glynn, Brady, Krueger, Abbe and Gnemi present. Also present were County Engineer Greg Ilkka, Steele County Sheriff Lon Thiele, Human Resources Director Julie Johnson, Planning & Zoning Director Dale Oolman, Financial Analyst Jonathan Walstrom, Highway Accountant Erin Edel, County Treasurer Cathy Piepho, IT Director Dave Purscell, Emergency Management Assistant Director Tom Karnauskas, County Attorney Dan McIntosh, County Administrator Scott Golberg and County Auditor Laura Ihrke.

Call to Order and Pledge of Allegiance.

Motion by Commissioner Abbe, seconded by Commissioner Brady to approve the agenda. Ayes all.

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

- A. Approve the minutes of February 26, 2019.
- B. Approve the minutes of February 28, 2019 Board Work 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>
Jennifer Waggoner	Nurse/Public Health	C42/5	03/18/2019
Crystal Moravec	Nurse/Public Health	C42/7	03/18/2019
Julie Flemming	Nurse/Public Health	C42/4	03/18/2019
Barbara Osmon	Assessment Technician	B23/6	03/04/2019

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Michele Swanson	Admin. Support Assistant	Veterans	02/28/2019
Judy Klimesh	Correctional Officer	Sheriff	03/01/2019

Anniversaries

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Anniv. Date</i>	<i>Yrs. Service</i>
Sean Grivette	Correctional Officer – Det. Ctr.	4	04/01/19	3
Matthew Gwin	Correctional Officer-Det. Ctr.	12	04/03/19	13
Sean Benz	Asst. Director – Parks & Rec.	8	04/09/19	16
Travis Ernste	Probation Officer III	11	04/10/19	2
Benjamin Wilson	Correctional Officer	5	04/13/19	4
Samantha Ahrens	Probation Officer III-Comm. Corr.	6	04/16/19	12
Paul Sponholz	Assistant County Engineer	11	04/23/19	1
Marta Grieman	Project Engineer	4	04/25/19	3
James Cole	Asst. County Attorney II	8	04/30/19	7

- E. Approve a **Resolution** accepting a donation for Steele County Public Health of baby blankets and quilts.
- F. Approve a wage increase for part-time employees at the Landfill to \$15.00 per hour.
- G. Approve the purchase of a 2005 Sterling Roll-off truck in the amount of \$46,980 for the Landfill.
- H. Approve a Landfill Waste Delivery contract 2018-19 for Kruckeberg Fleet Services.
- I. Approve a wage increase for Buildings and Grounds seasonal staff to \$15.00 per hour.
- J. Approve a **Resolution** accepting a donation to the Steele County Sheriffs office of \$100 for Project Lifesaver.
- K. Approve the annual Equitable Sharing Agreement and Certification for the Steele County Attorney’s Office.
- L. Approve the out-of-state Travel for the Sheriff to attend the FBI-LEEDA Executive Conference in Virginia Beach, Virginia.
- M. Approve the auctioning of fifteen old Mobile Data Computers by the Steele County Sheriff’s Office with any proceeds going back to the General Fund.
- N. Approve replacing two copiers at the Steele County Sheriff’s Office with the purchase of one copier from Metro Sales Inc. in the budgeted amount of \$6,299.
- O. Approve the purchase of an industrial grade washing machine replacement in the budgeted amount of \$10,885 for the Detention Center.

P. Approve a **Resolution** accepting a donation of \$1000 for Emergency Management operations.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to approve to amend and extend the existing OpenGov Budget and Planning contract purchasing their Budgeting and Performance Solution in the amount of a one-time professional services deployment fee of \$20,000 and an annual software fee of \$29,181 and enter into a five-year contract. Ayes all.

Commissioner Gnemi arrived.

County Treasurer Cathy Piepho presented the 2018 Year-end Financial Reports.

Commissioner Glynn offered the following **Resolution**, seconded by Commissioner Gnemi to approve entering into a Joint Power Agreement for the Cannon River Watershed to implement the One Watershed, One Plan for the Cannon River Watershed Planning Area allowing local governments to work together.

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 Gnemi to approve final payment for CP 074-018-003, contract 181803 to Ulland Brothers, Inc in the amount of \$2,763.62.

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.

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to approve a Technical and Engineering Assistance Agreement with Lemond Township for the replacement of bridge 97815 and authorize the Chair to sign the agreement. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Abbe to approve the purchase of box culverts and end sections from Forterra Pipe & Precast in the amount of \$114,640 to expedite the replacement of Lemond Township bridge 97815. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to table the South Country Health Alliance Capital Call until the next Board meeting March 26, 2019. Upon the vote being taken, two Commissioners voted in favor thereof, three Commissioners voting against. Motion did not pass.

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

**STEELE COUNTY RESOLUTION APPROVING PAYMENT OF
ADDITIONAL CAPITAL TO SOUTH COUNTRY HEALTH ALLIANCE**

WHEREAS, the Counties of Brown, Dodge, Goodhue, Kanabec, Morrison, Sibley, Steele, Todd, Wabasha, Wadena, and Waseca (collectively, the "Member Counties") have formed a Joint Powers Entity to implement and administer County-Based Purchasing for certain state and federal programs, which Joint Powers Entity operates under the name "South Country Health Alliance" ("SCHA"); and

WHEREAS, the Joint Powers Entity has requested Member Counties to make an additional capital call at a meeting of the Board of Directors of SCHA on January 3, 2019, in an amount to be determined to enable SCHA to attain 200% of the risk-based capital (RBC) set forth on the RBC report for 2018;

NOW, THEREFORE, BE IT RESOLVED, that this County hereby commits to make a further capital investment to SCHA as follows:

- (a) The capital contribution shall be in assets which qualify as "admitted assets" as defined in 2018 Minnesota Statutes section 60A.02, subdivision 27.
- (b) The total contributions from all Member Counties of SCHA shall not be less than those needed to give SCHA an RBC of 200%.
- (c) This county's share of the total capital contributions required shall be determined by Article 10.3 of the Joint Powers Agreement of 2013.
- (d) The amount required of this county shall not exceed the sum of \$2,110,944.
- (e) The contribution shall be made not later than Friday, May 31, 2019.

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

Motion by Commissioner Brady, seconded by Commissioner Gnemi to approve filling an Administrative Support Assistant position for the Veteran Services Department. Ayes all.

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

Resolution to Revise Gun Permit Fees at the Sheriff's Office

WHEREAS, the fee for a new permit to carry will be determined by the county sheriff, not to exceed \$100.00. A fee for a renewal permit (applied for before the expiration date of a current permit to carry) will be determined by the county sheriff, not to exceed \$75.00. An additional \$10.00 fee will be charged for those applying for a renewal after the expiration date on the previous permit, but within 30 days of that expiration date.

WHEREAS, the permit fee for Veterans/Military/Retired Law Enforcement Personnel be reduced and set at \$25.00.

WHEREAS, the permit fee for Active Steele County Law Enforcement Personnel be reduced and set at \$10.00.

NOW, THEREFORE, BE IT RESOLVED the application for Permit to Carry and Purchase fees on the following items be set at:

New Permit to Carry	\$100.00
Renewal (1-30 days past expiration date)	\$85.00
Renewal (90-0 days before expiration date)	\$75.00
Veterans/Military Personnel	\$25.00
Steele County Retired Law Enforcement	\$25.00
Steele County Active Law Enforcement	\$10.00
Data Change/Replacement Card	\$10.00

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 the purchase of a computer for Emergency Management in the amount of \$2,314.03. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to award the Courthouse rafter repair work in the amount of \$18,737 to MOHS Contracting. Ayes all.

Commissioner Reports:

Commissioner Brady Reported on his attendance at the Work Session, MnPrairie Citizen meeting, 911 Joint Powers meeting, Deerfield and Somerset Township meetings, Soil and Water Conservation meeting and SE MN Water Resources meeting.

Commissioner Glynn reported his attendance at the City/County Engineer meeting and Public Works meeting.

Commissioner Gnemi reported on his attendance at the Cannon River Watershed open house, toured various properties, MnPrairie Citizen meeting, Drug Court, Public Safety and Semcac meetings.

Commissioner Abbe had no report.

Commissioner Krueger reported on his attendance at the Work Session, Criminal Justice, Drug Court, Public Safety meeting, Cedarview-Park Place meeting, two SCHA meetings and a meeting with Mr. Fairbanks.

LISTING OF BILLS

03/12/2019

30th Place LLC	20,857.28
Advanced Correctional Healthcare Inc	9,032.90
Ahrens/Bradley & Sherry	3,435.00
Baker Tilly Virchow Krause LLP	3,500.00
Boyer Truck Parts	5,851.48
Central Farm Services	17,703.45
Counties Providing Technology	3,963.00
Erickson/Meredith A	4,256.00
ESRI Inc	14,489.00
Four Seasons Centre	2,847.50
Grubish/Rosemarie	7,193.00
Hartle Farm LTD Partnership	2,218.00
Hartle/James & JoAnn	25,208.00
Hillyard - Hutchinson	2,035.21
J R's Advanced Recyclers Inc	5,162.30

Jones Haugh & Smith Inc	8,094.55
Klapperich-Stahl/Megan	2,062.50
MCCC MI 33	14,750.00
Mn County Attorneys Assn	4,677.00
Owatonna Groundsmaster Inc	21,111.84
Owatonna Public Utilities	16,818.89
Ptacek/Eileen	22,149.00
SHI International Corp	2,442.00
Short Elliott Hendrickson Inc	7,612.81
Skalicky/James & Constance	9,209.00
Summit Food Services LLC	9,447.35
Towmaster	2,980.31
142 Payments less than 2000	<u>48,618.41</u>
Total:	\$297,725.78

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to adjourn to the Call of the Chair at 5:26 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
 AUDITOR