

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

May 14, 2019

STATE OF MINNESOTA)
) ss
 COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 4:00 p.m. on May 14, 2019 with Commissioners Abbe, Gnemi, Brady, Glynn and Krueger present. Also present were Building and Grounds Director Lynn Holthus, Planning & Zoning Director Dale Oolman, GIS Coordinator Nick Flatgard, Community Services Director Amy Caron, Human Resources Director Julie Johnson, Assistant County Assessor Tyler Diersen, County Treasurer Cathy Piepho, County Engineer Greg Ilkka, IT Director Dave Purscell, County Attorney Dan McIntosh, 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 4:00 p.m.

Ditch Inspector Eric Gulbransen explained the options to repair an issue on the John Arndt property located in Merton township where the ditch crossing has failed and cut off access to his cropland.

Motion by Commissioner Gnemi, seconded by Commissioner Brady to approve the replacement of a 90” 12 gauge round pipe on County Ditch #2 located in Section 9 of Merton Township in an amount not to exceed \$15,000. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Brady to adjourn the Ditch Authority meeting at 4:05 p.m. Ayes all.

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

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

- A. Approve the minutes of April 23, 2019.
- B. Approve the minutes of May 2, 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>
Anthony Buttera (promotion)	Jail Administrator	D61/7	04/27/19
Michelle McMurphy	Registered Nurse/Public Health	C42/7	05/16/19

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Rachel Grunklee	Family Support Educator	Public Health	05/10/19

Anniversaries:

<i>Name</i>	<i>Position-Dept</i>	<i>Step</i>	<i>Anniv.Date</i>	<i>Yrs.Service</i>
Steve Schroht	Park & Recreation Director	9	06/03/19	23
Travis Avelar	Correctional Officer – Det. Ctr.	10	06/04/19	12
Anthony Buttera	Jail Administrator – Det. Ctr.	8	06/04/19	12
Bernadette Kehler	Correctional Officer – Det. Ctr.	2	06/04/19	1
Kathleen Schroeder	Records Supervisor – Sheriff’s Office	12	06/05/19	2
Tara Pitzl	Probation Officer I	3	06/12/19	2
Cynthia Fowler	Program Coordinator	4	06/16/19	16
Adil Lebgue	Correctional Officer	12	06/16/19	16
Amy Roggenbuck	Community Services Div. Director	6	06/22/19	4
Joyce Prusha	Correctional Sergeant – Det. Ctr.	10	06/24/19	17
Kendra Sirek	Probation Officer I – Comm. Corr.	2	06/27/19	1
Rusty Bailey	Correctional Officer – Det. Ctr.	3	06/29/19	2

- E. Approve the annual Tobacco Licenses for Medford Municipal Liquor, Casey’s General Store in Ellendale and Medford, Lerberg’s Foods and Finch’s Pub.
- F. Approve the **Resolution** accepting the donation from St. John Lutheran Church in Claremont in the amount of \$2,423.77 to the Veteran’s Services Van Fund.

- G. Approve the **Resolution** authorizing the Administration for Minnesota Housing & Finance Agency to be charged with the administration of funds made available through the Homeless Prevention & Assistance Program.
- H. Approve the **Resolution** accepting the donation from the Owatonna Garden Club to the Master Garden Fund in the amount of \$15.00.
- I. Approve the **Resolution** appointing Ed Nelson as the Steele County Trail Administrator.
- J. Approve an Amendment to the Agreement with SRF Consulting, Inc. for final design and construction support services for CSAH 19 & 45 in an amount to be negotiated, but not to exceed \$55,391.
- K. Approve the First Quarter 2019 Financial Reports.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve the purchase of the Beacon web-based mapping portal from Schneider Geospatial. Upon the vote being taken, four Commissioners voting against, Commissioner Glynn absent and not voting. Motion failed.

Motion by Commissioner Brady, seconded by Commissioner Abbe to approve CUP #419 for Hidden Rose Event Center from Melissa and James Ward to operate a Wedding Ceremony Event Center located in Section 12 of Owatonna Township 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 an Amendment to CUP #419 to include a stipulation that the amplified music and sound must be contained indoors with windows and doors shut and there shall be no event parking on any public street. Ayes all.

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to award the courthouse roofing project to low bidder Schwickert's Tecta America, LLC in the amount of \$299,634. Ayes all.

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

**Resolution Adopting Negotiated Changes To The
2019 – 2020 Minnesota Public Employees Association
Sheriff's Department - Essential Jailer Unit Labor Agreement**

WHEREAS, the current Collective Bargaining Agreement between the Law Enforcement Labor Services (LELS), Sheriff's Department – Essential Jailer Unit expired effective December 31, 2018; and

WHEREAS, the County has recently negotiated a two (2) year labor agreement with Minnesota Public Employees Association (MNPEA); and

WHEREAS, the proposed agreement is reasonable, fiscally prudent and within current budget parameters;

NOW, THEREFORE, BE IT RESOLVED, that the Steele County Board of Commissioners approves the proposed labor agreement effective January 1, 2019 through December 31, 2020 between Steele County and Minnesota Public Employees Association, Sheriff's Department – Essential Jailer Unit.

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

Motion by Commissioner Brady, seconded by Commissioner Abbe to approve backfilling the Public Health Nurse position in the Adult Health Division. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve backfilling the Family Support Educator position in the Family Health Division. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve the Leave of Absence request for Mark Radue from August 15 to September 10, 2019. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to procure the services of ICS to assist with facilities assessment and capital improvement project planning for 2019-2021 in the amount of \$37,500. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to approve a Proclamation designating May 19-25, 2019 as National Public Works Week in Steele County. Ayes all.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to award the contract for CSAH 1 & CSAH 34 Intersection Improvement, construction of a mini-roundabout, SAP 074-601-014 and SAP 074-634-026 to Heselton Construction, LLC in the amount of \$732,569.60, contingent on the City of Owatonna approval. Ayes all.

Commissioner Glynn present at 4:55 p.m.

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to Table the updated Memorandum of Understanding between Public Health and MN Prairie until the next meeting. Ayes all.

Commissioner Reports:

Commissioner Brady reported his attendance at 911 meeting, Extension meeting, 911 meeting in Faribault, Work Session on May 2, Mn Prairie, Planning and Zoning, and Community Services meetings.

Commissioner Glynn reported his attendance at a Work Session, Public Works, Disaster meeting, Extension, Land Use/Records, City/County Transportation, Community Health, Public Works site clean-up and Fair Board meetings.

Commissioner Gnemi reported his attendance at the Joint Powers meeting in Rochester, History Center, Land Use/Records, MNPrairie, Emergency Management presentation, Drug Court, SCHR, the Work Session, Joint Powers Work Force and a Semcac meeting.

Commissioner Abbe reported his attendance at Internal Central Services, 911 Jt Powers, Community Services, the Work Session, Public Works site clean- up, the City/County Joint Transportation, and Dodge/Steele Public Health meeting.

Commissioner Krueger reported his attendance at Dodge/Steele Public Health, SCHA, Public Health, Public Works site clean-up, Criminal Justice, Drug Court, LEC, Police Department Recognition, the Joint Fair Board meetings and Law Day at the Courthouse.

Motion by Commissioner Brady, seconded by Commissioner Gnemi to schedule a Work Session on May 29, 2019 at 3:00 p.m. Ayes all.

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

LISTING OF BILLS

05/14/2019

Advanced Correctional Healthcare Inc.	8,737.58
American Solutions for Business	9,360.20
Anders / James Hurd	2,267.99
Bureau of Criminal Apprehension	2,285.00
Counties Providing Technology	3,963.00
CK Properties LLC	6,492.67
Dell Marketing LP	2,189.19
DJ Medin Architects Inc	16,650.00
Forterra Pipe & PreCast	50,540.00
Four Seasons Electric	14,133.24
Hillyard - Hutchinson	2,416.86
Jones Haugh & Smith Inc	6,335.00
Liberty Tire Recycling LLC	2,144.20
Marco Technologies LLC	2,353.26
Metro Sales Inc	5,439.58
Minnesota Valley Testing Labs	5,753.75
MN Hwy Safety & Research	2,040.00
Olympic Fire Protection Corp	9,349.89
Owatonna Groundsmaster Inc.	3,820.65
Owatonna Motor Company	2,408.87
Owatonna Public Utilities	25,623.60
R R Brink Locking Systems Inc	11,835.00
RedPath and Company	9,000.00
Short Elliott Hendrickson Inc	2,463.92
Steele County Highway Dept	22,333.20
Steward Sanitation	2,110.30
Summit Food Services LLC	18,717.76
Weinberg Supply & Equipment/E	10,885.00
159 Payments less than 2000	<u>67,241.04</u>

Final Total:

328,890.75

Motion by Commissioner Gnemi, seconded by Commissioner Brady to adjourn to the Call of the Chair at 5:05 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR