



STEELE COUNTY BOARD AGENDA
Administration Center – 630 Florence Avenue – Owatonna, MN 55060

*Steele County's Mission – Driven to deliver quality services for Steele County
in a respectful and fiscally responsible way (draft)*

TUESDAY, JANUARY 5, 2021 at 5:00 PM
County Boardroom, Steele County Administration Center

Persons with background material for agenda items are asked to provide them to the Administrator's Office 5 days prior to the meeting date so that the material can be linked to the online agenda. If handouts at the Board meeting are necessary, please bring enough copies for the Board, county staff, the press and the public. Generally, 15 copies should be sufficient.

2020 Agenda

1. Call to Order
2. Pledge of Allegiance
3. Approve Agenda
4. Approve December 22, 2020 Meeting Minutes (pg. 4)
5. Approve December 22, 2020 Work Session Minutes (pg. 9)
6. Informational: December 30, 2020 Listing of Bills (Payment Previously Approved) (pg. 10)
7. Adjourn Sine Die

2021 Agenda

8. Call to Order – County Auditor
9. Election of 2021 Board Chair
10. Election of 2021 Board Vice Chair
11. Approve Agenda
12. Rules of Order - 2021 (pg. 11)

Public Comment

Those wishing to speak must state their name and address for the record after they are acknowledged by the Board Chair. Each person will be limited to two (2) minutes to make

his/her remarks.

Speakers will address all comments to the Board as a whole and not one individual commissioner. The Board may not take action on an item presented during the Public Comment period, unless the item is already on the agenda for action. When appropriate, the Board may refer inquiries and items brought up during the Public Comment period to the County Administrator for follow up.

Consent Agenda - *Items listed on the Consent Agenda are considered routine and non-controversial by the County Board. There will be no separate discussion of these items unless requested by a member of the County Board.*

13. Approve Bills (pg. N/A)
14. Approve Personnel Report (pg. 15)
15. Approve Travel & Training within State of MN (pg. 16)
16. Approve Travel & Training – AMC & NACO (pg. 17)
17. Approve 2021 Board Meeting Schedule (pg. 18)
18. Approve Resolution Designating Official Website for Steele County & Advertisement of Transportation Projects (pg. 19)
19. Appoint AMC Delegates – same as 2020 (pg. 20)
20. Appoint AMC Policy Committee Members – same as 2020 (pg. 21)
21. Approve Resolution for Delegation of Duties (Salaries & Per Diems) (pg. 22)
22. Set 2021 Mileage Rate per IRS Guidelines (pg. 24)
23. Approve Resolution Authorizing Auditor & Treasurer to Process Auditor's Warrants (pg. 25)
24. Approve Resolution Establishing 2021 Elected Officials Minimum Salaries (pg. 27)
25. Approve Resolution to Accept a Master Gardner Donation (pg. 28)
26. Approve Nine-month Extension of the Steele County / MNPrairie Human Resources Services Agreement (pg. 29)
27. Approve Resolution Designating UBS Financial Services as County's Depository (pg. 30)
28. Set Date for Board of Equalization Meeting – June 15th, 2021 at 7:00 p.m. (pg. 31)
29. Approve Resolution to Authorize Personnel to Process EFT Transactions (pg. 33)

30. Approve Resolution for Final Payment for Contract No. 191921; SAP 074-619-021 & 074-645-037 to Interstate Improvement, Inc. (pg. 35)
31. Award Contract for SAP 074-598-014 to JJD Companies for Bridge No. 74J25 – CR 198 over Rush Creek (pg. 37)
32. Approve Cooperative Agreement with Rice County for Construction of Bridge 74J25 and Authorize Chair and County Engineer to sign Agreement (pg. 38)
33. Approve Resolution for Local Bridge Replacement Program Grant Agreement for SAP 074-598-014, Bridge 74J25 (pg. 44)

General

34. 2021 Board Committee Appointments (pg. 57)
35. Resolution – 2021 Citizen Per Diem Amount (pg. 60)
36. Award Publication Bid for 2021 (pg. 61)
37. Award 2nd Publication Bid for 2021 (pg. 62)
38. Tax Forfeited Properties Resolution and Sale Authorization (pg. 63)
39. Resolution - 2021/2022 LELS - Licensed Sergeants Contract (pg. 66)
40. Resolution - 2021/2022 AFSCME – Courthouse Unit Contract (pg. 68)

Commissioner Reports:

Next Meeting Notices:

Internal Central Services – **January 6 at 8 a.m. in the Boardroom**

Public Works Committee – **January 14 at 7:30 a.m., Public Works Facility**

Public Safety Committee - **January 14 at 9 a.m. in the Boardroom**

Land Use/Records – **January 19 at 8 a.m. in the Boardroom**

Internal Central Services – **January 20 at 8 a.m. in the Boardroom (tentative)**

County Board Strategic Planning Work Session – **January 21 at 8:00 a.m. / Boardroom**

County Board Meeting – **January 26 at 5:00 p.m. in the Boardroom**

Adjourn

Disclaimer: This agenda has been prepared to provide information regarding an upcoming meeting of the Steele County Board of Commissioners. This document does not claim to be complete and is subject to change.