

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

February 23, 2021

STATE OF MINNESOTA)
) ss
COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 5:00 p.m. on February 23, 2021 with Commissioners Abbe, Krueger, Glynn and Gnemi present. Also present were County Engineer Greg Illka, Facilities and Fleet Director Jake Rysavy, County Attorney Dan McIntosh, Deputy Emergency Management Director Tom Karnauskas, County Treasurer Cathy Piepho, IT Director Dave Purscell, 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 Abbe, seconded by Commissioner Krueger to approve the following Consent Agenda items. Ayes all.

- A. Approve the minutes of February 9, 2021
B. Approve Bills and Journal Entries
C. Approve Personnel Report

Resignations/Retirements/Terminations:

Table with 4 columns: Name, Position, Department, End Date. Rows include Mattie Lestrud (Correctional Officer, Detention Center, 02/23/21) and Sara David (HR Generalist, Human Resources, 02/25/21).

- D. Approve Resolution accepting K-9 Donation of \$250.00

RESOLUTION

ACCEPTANCE OF CASH DONATION FOR SHERIFF'S OFFICE K-9 PROJECT

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 donations 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:

Michaelson Funeral Home \$ 250.00

- E. Approve Resolution accepting Public Health Donations

RESOLUTION

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:

- Baby Blankets by Anonymous
\$150 Cash by Kiwanis Club, Owatonna MN
Infant Carrier by Anonymous

- Home Medical Equipment by Anonymous
 - BD Insulin syringes by Anonymous
- F. Approve the renewal of the DNR Flood Gauge Maintenance Contract with the Commissioner of Natural Resources
- G. Approve a three-year Lawn Mowing Contract for Parks with BRN Lawn & Landscaping for 2021, 2022 and 2023
- H. Approve out-of-state travel to the FBI-LEEDA Executive Conference in Ft. Lauderdale, FL in April for the Sheriff
- I. Approve schedule change for November Public Works Committee Meeting to Thursday, November 18 at 7:30 a.m.
- J. Approve **Resolution** of support for Aurora Township Project Grant applications to the Local Road Improvement Program and to Act as Project Sponsor

LOCAL ROAD IMPROVEMENT PROGRAM RESOLUTION

STEELE COUNTY

WHEREAS the State legislature has provided \$75 million in Local Road Improvement Program (LRIP) funding, and

WHEREAS non-State-Aid cities and townships must have a County sponsor, and

WHEREAS Aurora Township has requested County sponsorship for these projects by Resolution dated February 4, 2021, and

WHEREAS SE 48th St. from SE 54th Ave. to ½ mile east has a history of flooding during rain events, and

WHEREAS reconstruction of this section of roadway will alleviate this flooding, and

WHEREAS SE 34th Ave. from CSAH 3 to ½ mile south has a history of being overtopped during rain events, and

WHEREAS replacement of the existing 18" centerline culvert with a 30" culvert would alleviate this overtopping, and

WHEREAS the Township has coordinated this effort with the County Engineer, and

WHEREAS The Aurora Town Board understands that it will be responsible for all costs not covered by LRIP including but not limited to consultant engineering, right-of-way acquisition, construction administration and inspection, utility construction, as well as construction costs above the LRIP award, and

WHEREAS Aurora Township has agreed to maintain such improvements for the lifetime of the improvements.

NOW, THEREFORE BE IT RESOLVED:

1. The County agrees to act as project sponsor for the project(s) should the Township be awarded LRIP funds, and that such sponsorship shall include the following responsibilities:

- Be the fiscal agent on behalf of the Township and have funds flow from MnDOT to the County to the contractor.
- Request a State Aid Project number for the project(s).
- Ensure the project(s) meets milestones and dates.
- Assist the Township in execution of a grant agreement.
- Develop, review and/or approve the plan(s).
- Submit the plan(s), engineers estimate(s), and proposal to the MnDOT District State Aid Engineer.
- Advertise, let, and award the project(s).
- Submit pay requests to State Aid.
- Communicate progress and updates with the District State-Aid Engineer and State Aid Programs Engineer.
- Ensure that the project(s) receive adequate supervision and inspection.
- Assist with project(s) close out.

- K. Approve **Resolution** of support for Havana Township Project Grant applications to the Local Road Improvement Program and to Act as Project Sponsor

LOCAL ROAD IMPROVEMENT PROGRAM RESOLUTION

STEELE COUNTY

WHEREAS the State legislature has provided \$75 million in Local Road Improvement Program (LRIP) funding, and

WHEREAS non-State-Aid cities and townships must have a County sponsor, and

WHEREAS Havana Township has requested County sponsorship for these projects by Resolution dated February 1, 2021, and

WHEREAS SE 38th St. from ½ mile east of NE 64th Ave. to 1 mile east of NE 64th Ave. which Havana Township is responsible for has a history of extensive frost boils every spring leaving the road barely passable, and

WHEREAS centerline tiling and new aggregate surface of this section of roadway will alleviate this problem, and

WHEREAS SE 48th St. from County Road 159 to SE 54th Ave. which Havana Township is responsible for has a history of extensive frost boils every spring leaving the road barely passable, and

WHEREAS centerline tiling and new aggregate surface of this section of roadway will alleviate this problem, and

WHEREAS NE 64th Ave. from approximately 0.8 mile south of County Road 135 to approximately 0.6 mile south of County Road 135 which Havana Township is responsible for has a history of being overtopped during rain events leaving the road impassable, and

WHEREAS raising the roadbed and providing an appropriately sized centerline culvert will alleviate this problem, and

WHEREAS Havana Rd. from approximately 0.6 mile west of County State Aid Highway 43 to approximately 0.5 mile west of County State Aid Highway 43 which Havana Township is responsible for has a history of being overtopped during rain events leaving the road impassable, and

WHEREAS the Township has coordinated this effort with the County Engineer, and

WHEREAS The Havana Town Board understands that it will be responsible for all costs not covered by LRIP including but not limited to consultant engineering, right-of-way acquisition, construction administration and inspection, utility construction, as well as construction costs above the LRIP award, and

WHEREAS Havana Township has agreed to maintain such improvements for the lifetime of the improvements.

NOW, THEREFORE BE IT RESOLVED:

1. The County agrees to act as project sponsor for the project(s) should the Township be awarded LRIP funds, and that such sponsorship shall include the following responsibilities:

- Be the fiscal agent on behalf of the Township and have funds flow from MnDOT to the County to the contractor.
 - Request a State Aid Project number for the project(s).
 - Ensure the project(s) meets milestones and dates.
 - Assist the Township in execution of a grant agreement.
 - Develop, review and/or approve the plan(s).
 - Submit the plan(s), engineers estimate(s), and proposal to the MnDOT District State Aid Engineer.
 - Advertise, let, and award the project(s).
 - Submit pay requests to State Aid.
 - Communicate progress and updates with the District State-Aid Engineer and State Aid Programs Engineer.
 - Ensure that the project(s) receive adequate supervision and inspection.
- Assist with project(s) close out.

- L. Approve **Resolution** of Support for the Medford CSAH 45 Project Grant application to the Local Road Improvement Program.

LOCAL ROAD IMPROVEMENT PROGRAM RESOLUTION

STEELE COUNTY

WHEREAS the State legislature has provided \$75 million in Local Road Improvement Program (LRIP) funding, and

WHEREAS LRIP funds can be used on reasonable elements associated with roadway construction and that other costs, including but not limited to: consulting engineering and inspection, utility construction, as well as construction costs above the LRIP award will need to have alternate funding sources, and

WHEREAS CSAH 45 from approximately 5th Ave. SE to approximately 2nd Ave. NW in the City of Medford has failing pavement and storm sewer and lacks sidewalks, and

WHEREAS the programmed project will reclaim and repave the roadway, repair storm sewer, and construct a sidewalk, and

WHEREAS CSAH 45 carries 3,500 vehicles per day in this section and is functionally classified a Major Collector, and

WHEREAS project planning has been ongoing since 2019, and

WHEREAS CSAH 45 is a route of regional significance as a farm to market route, part of the County's 10-ton route system and in conjunction with Rice County CSAH 45 directly connects the cities of Owatonna and Faribault, and

WHEREAS the residents and businesses of the City of Medford and Steele and Rice Counties will directly benefit from the project as well as the 3,500 vehicles per day that use the roadway, and

WHEREAS the project will benefit Steele County and the City of Medford with reduced road maintenance costs, and

WHEREAS the project will benefit pedestrians with the addition of a sidewalk, and

WHEREAS the current estimated construction cost is \$1,749,370 and planned for 2021.

NOW, THEREFORE BE IT RESOLVED:

1. The County Board supports the project and agrees to maintain such improvements.
2. The County Board supports submittal of the LRIP application.
3. The County provides assurances that the County will pay all costs associated with the project beyond the LRIP grant award.
4. The County understands the responsibilities associated with delivering a State-Aid project and will coordinate delivery with the MnDOT District State-Aid Engineer.

M. Approve Contract with SRF Consulting, Inc. for the Feasibility Study of CR 180 & Mineral Springs Road Railroad Bridges and Authorize a Cooperative Agreement for Cost Participation with the City of Owatonna

N. Approve Cooperative Agreement with Waseca County for Shoulder Paving of Steele County CSAH 2 and Waseca County CSAH 14.

O. Approve training for Land Records office employees with the use of the Compliance Funds providing up to \$3,000 towards the cost

P. Approve backfilling of a Human Resources Generalist Position

Q. Approve backfilling of a Maintenance Worker Position

Motion by Commissioner Abbe, seconded by Commissioner Gnemi approving the ISG proposal for the Courthouse Boiler Replacement & the Air Handler Project Design in the amount of \$94,000. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi approve entering into a Cooperative Agreement with the City of Owatonna and ISD 761 (Owatonna School District) for the construction of a roundabout at Bixby Road (CSAH 48) and SE 18th Street and approve a contract with WSB for design of the roundabout in the amount of \$161,194. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve the Fish & Wildlife Fund Allocation in the amounts of \$2,220 to the ditch fund and \$53,280 to be restricted to the General Fund. Ayes all.

Regional Director Scott Roemhildt, Lands and Minerals Project Coordinator for SW MN Ben Schaefer and Regional Planner for SW MN Catherine Fouchi gave a DNR Presentation.

Commissioner Reports:

Commissioner Krueger reported his attendance at Public Works meeting, Utilization Management meeting with South Country Health Alliance and Jail Committee Update meeting.

Commissioner Abbe reported his attendance at Public Safety Committee meeting and Counties Providing Technology meeting.

Commissioner Gnemi reported his attendance at Drug Court meetings, Public Works meeting, History Center meeting, MNPrairie meeting, Virtual AMC meeting and South Central Human Relations Center meeting.

Commissioner Brady was absent.

Commissioner Glynn reported his attendance at Public Safety meeting, Internal Central Services meeting and Semrex meeting.

LISTING OF BILLS
02/23/2021

Cannon River Watershed Jt Powers Board	\$ 5,000.00
Cen Tec Cast Metal Products	2,567.82
Community Co-op Oil Assn	15,973.21
Compass Minerals America	30,183.75
Counties Providing Technology	4,191.00
CRK Properties LLC	6,755.01
Dash Medical Gloves	2,179.00
Freeborn County Auditor-Treas	3,466.39
Hillyard-Hutchinson	2,020.79
Honeywell Inc	2,200.55
ICS Consulting Inc	125,739.00
JR's Advanced Recyclers Inc	7,031.50
Jones Haugh & Smith Inc	2,633.18
Kronos Incorporated	3,779.22
Matrix Communications Inc	3,013.84
Moore Md/Kellyanna J	3,536.33
Negen's Investigative Services LLC	3,701.34
Owatonna Groundmasters Inc	19,603.70
Rellas Learning LLC	5,990.03
Schwickert's Tecta America LLC	10,989.13
Steele County Treasurer	6,358.25
Summit Food Services LLC	7,542.11
Thomson Reuters – West	2,286.87
Waseca County Auditor – Treasurer	92,487.94
Waste Management of Wi-Mn	52,379.73
WatchGuard Video	5,220.00
Wold Architects and Engineers	6,219.65
Ziegler, Inc	2,083.15
92 Payments Less than \$2,000	<u>35,569.32</u>
Final Total:	\$ 470,701.81

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to adjourn at 5:36 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR