

PROCEEDINGS OF THE STEELE COUNTY BOARD OF COMMISSIONERS

SPECIAL SESSION

January 26, 2021

STATE OF MINNESOTA)
) ss
 COUNTY OF STEELE)

The Steele County Board of Commissioners met in Special Session at 5:00 p.m. on January 26, 2021 with Commissioners Gnemi, Glynn, Krueger, Abbe and Brady present. Also present were County Sheriff Lon Thiele, County Jail Administrator Anthony Buttera, County Attorney Dan McIntosh, County Engineer Greg Ilkka, IT Director Dave Purscell, Human Resources Director Julie Johnson, Planning & Zoning Director Dale Oolman, County Administrator Scott Golberg and County Auditor Laura Ihrke.

Call to order and Pledge of Allegiance.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to approve the agenda. Ayes all.

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

- A. Approve January 5, 2021 Board Minutes
- B. Approve January 21, 2021 Board Work Session Minutes
- C. Approve the Listing of Bills
- D. Approve Personnel Report

New Hires/Promotions/Demotions/Transfers. (Positions previously approved by Board):

<i>Name</i>	<i>Position/Dept.</i>	<i>Rating/Step</i>	<i>Start Date</i>
Matthew Borash	Road Deputy/Sheriff's Office	B25/8	1/14/21
Brock Nelson (promotion)	Assistant City Assessor/Assessor	C43/7	1/18/21

Resignations/Retirements/Terminations:

<i>Name</i>	<i>Position</i>	<i>Department</i>	<i>End Date</i>
Steve Kasper	Facilities Maintenance Worker II	Building & Grounds	3/3/21

- E. Approve Americans with Disabilities Act (ADA) Transition Plan
- F. Approve the following **Resolution**

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	Bridge Description	Total Project Cost	Township or State Bridge Funds	Federal Funds	Local or State Aid Funds	Proposed Construction Year
N/A	34th Ave SE over Ditch	\$225,000	\$205,000	\$0	\$20,000	2021
92779	CSAH 6 over Ditch	\$225,000	\$100,000	\$0	\$125,000	2022
89080	CSAH 28 over Ditch	\$225,000	\$100,000	\$0	\$125,000	2022
95975	8th St SW over Ditch	\$225,000	\$205,000	\$0	\$20,000	2022
74504	44th Ave SE over Straight River	\$225,000	\$205,000	\$0	\$20,000	2023
74513	CR 162 over Crane Creek	\$850,000	\$720,000	\$0	\$130,000	2023
L3951	34th Ave NE over Medford Cr	\$225,000	\$205,000	\$0	\$20,000	2023
95786	18th St SE over Ditch	\$200,000	\$180,000	\$0	\$20,000	2024
4686	CR 180 over Izaak Walton Cr	\$3,550,000	\$300,000	\$0	\$3,250,000	2024
L5798	76th St NE over Rush Creek	\$200,000	\$180,000	\$0	\$20,000	2024
74524	14th Ave NE over Medford Cr	\$225,000	\$205,000	\$0	\$20,000	2025
L5573	50th St NW over Straight River	\$105,000	\$85,000	\$0	\$20,000	2025
74507	34th Ave NE over Rush Creek	\$225,000	\$205,000	\$0	\$20,000	2025
74519	CSAH 43 over Ditch	\$500,000	\$125,000	\$0	\$375,000	2026
L8592	64th Ave NE over Maple Cr	\$225,000	\$205,000	\$0	\$20,000	2026

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, 5 Commissioners voted in favor thereof, none absent and not voting. A copy of the **Resolution** is on file in the Auditor's office.

- G. Approve Lease Renewal of Farmland Adjacent to the Public Works Facility to Mr. David Janke in the amount of \$303 per acre, for a total of \$5,605.50
- H. Approve Final Payment **Resolution** for Contract No. 201828; SAP 074-618-028 to Midwest Contracting, LLC, in the amount of \$6,371.32
- I. Approve adopting the 2021 Civil Process Fee Schedule
- J. Approve the 2021 Advanced Correctional Healthcare Service Contract Amendment with an increase of 3.5%
- K. Approve the 2021 Summit Food Service Contract Agreement
- L. Approve back-filling of an Appraiser position
- M. Approve back-filling of the 4-H/Youth Development Extension Educator position
- N. Approve Aquatic Invasive Species Prevention Inspection of Water-related Equipment Delegation Agreement

Human Resources Director Julie Johnson read the following Personnel Anniversaries for staff.

Anniversaries:

<i>Name</i>	<i>Position/Dept</i>	<i>Anniv. Date</i>	<i>Yrs Service</i>
Mike Johnson	Emergency Management Director	1/01/21	19
Julie Forbes	Assistant County Attorney II	1/02/21	8
Lyudmila Danilyuk	Custodian – Bldg & Grds.	1/02/21	3
Erin Cahoon	Nurse – Public Health	1/03/21	4
Bruce Holland	Landfill Supervisor	1/05/21	12
Laura Isenor	Asst. County Attorney II	1/05/21	6
Linda Skala	Corporal – Det. Ctr.	1/05/21	6
Alicyn Hinze	Correctional Officer – Det. Ctr.	1/06/21	6
Kaiya Martin	Probation Officer II – Comm. Corr.	1/07/21	2
Madison Tebay (.5FTE)	Office Support Spec. – Extension	1/07/21	1
Stacie Peterson	Correction Officer – Det. Ctr.	1/08/21	3
Jerry Wencil	Maint. Foreperson – Highway	1/10/21	16
Andrew Seifert	Licensed Sergeant – Sheriff's Office	1/12/21	6
Brian Rinehart	Correctional Officer – Det. Ctr.	1/17/21	4
Josh Johnson	Maint. Technician – Highway	1/17/21	3
Brenda Blood	Chief Deputy Auditor – Auditor	1/20/21	23
Nicholas Golbuff	Correctional Officer – Det. Ctr.	1/21/21	5
Dale Oolman	Planning & Zoning Director	1/22/21	20
David Hoffman	Corporal – Det. Ctr.	1/22/21	2
Gabe Kasper	Mechanic – Highway	1/22/21	3
Greg Born	Maint. Technician – Highway	1/22/21	3
Julie Johnson	Human Resources Director	1/23/21	7
Christy Hormann Ayers	Chief Deputy – County Attorney	1/23/21	15
Steve Kasper	Fac. Maint. Worker II – Bldg & Grds.	1/23/21	32
Joyce Hartle	Chief Deputy – Treasurer	1/27/21	21
Steven Gjerard	Correctional Officer – Det. Ctr.	1/13/21	16

Motion by Commission Gnemi, seconded by Commissioner Glynn to approve the Renewal of IUP 2014-02 (Medford Sand & Gravel LLC – Hill Pit) located in Section 16-106-20 of Medford township with 17 conditions per the Planning Commission and approve the Findings of Fact. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to rescind the motion from the 1-5-2021 meeting awarding the publication bid for the 2020 Financial Statement. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Glynn to rescind the previous motion to rescind the motion awarding the publication for the 2020 Financial Statement. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Glynn to rescind the previous motion from the 1-5-2021 meeting awarding the publication bid for printing of the Financial Statement for 2020; Commissioner proceedings for 2021, Delinquent Tax List for 2020 and all other legal publications as required. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to rescind the motion from the 1-5-2021 meeting awarding the 2nd publication bid for the 2020 Financial Statement to another paper located in the County. Ayes all.

Motion by Commissioner Glynn, seconded by Commissioner Gnemi to award the publication for printing of the Commissioner proceedings for 2021, Delinquent Tax List for 2020 and all other legal publications as required to the Steele County Times. Ayes all.

Motion by Commission Abbe, seconded by Commission Krueger to award the bid for publication of the 2020 Financial Statement to the Owatonna People's Press. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to award the bid for the 2nd publication of the 2020 Financial Statement to another paper located in the County to the Steele County Times. Ayes all.

Motion by Commissioner Krueger, seconded by Commissioner Gnemi to approve payment to JJD Companies in the amount of \$115,436.19 for the 3rd payment for demo work at the Landfill, Cells C & D. Upon the vote being taken, 4 Commissioners voted in favor thereof, Commissioner Brady abstaining.

Motion by Commissioner Abbe, seconded by Commissioner Krueger to rescind the motion to award the contract for SAP 074-598-014 to JJD Companies. Upon the vote being taken, 4 Commissioners voted in favor thereof, Commissioner Brady abstaining.

Motion by Commissioner Abbe, seconded by Commissioner Krueger awarding the contract for SAP 074-598-014 to low bidder JJD Companies in the amount of \$396,956.70 and authorized the Vice Chair to sign the contract. Upon the vote being taken, 4 Commissioners voted in favor thereof, Commission Brady abstaining.

Commissioner Reports:

Commissioner Krueger reported his attendance at South Country Health Alliance Joint Powers and all staff meeting, County Based Purchasing meeting, Board of Adjustment, Work Session, presented at the Senate Health & Human Services committee and a SCHA executive meeting.

Commissioner Abbe reported his attendance at 911 Joint Powers meeting, JD6 meeting, Board of Adjustment, Public Safety meeting, Land Use & Records meeting and a CPT meeting.

Commissioner Gnemi reported his attendance at the Cannon River Watershed meeting, Drug Court meetings, Workforce meeting, SEMCAC, Public Works meeting, SE Joint Powers meeting, Steele County Historical Society, MNPrairie, Work Session and Human Relations Center meetings.

Commissioner Glynn reported his attendance at the Fair Board meeting, JD6 meeting, Public Works meeting, Internal Central Services and Work Session meetings.

Commissioner Brady reported his attendance at MCIT meeting, Planning & Zoning meeting, 911 Dispatch meeting, Berlin Township meeting, SCWD, Land Use & Records Committee meeting, MNPrairie, Internal Central Services meeting, Work Session, Rural Cons. & Development and Human Relations Center meeting.

LISTING OF BILLS

1/26/2021

Aurora Township	21,007.00
Black Forest Ltd	2,108.04
Bolton & Menk Inc	44,560.50
Bureau of Criminal Apprehension	2,185.00
Central Farm Services	15,399.86
Counties Providing Technology	4,191.00
CPS Technology Solutions	4,495.00
CRK Properties LLC	6,562.71
Erickson Engineering Co LLC	3,065.00
Fidlar Technologies Inc	2,858.64
Hillyard - Hutchinson	2,994.73
Honeywell Inc	32,986.30
JJD Companies LLC	115,436.19
JMD Manufacturing Inc	2,452.63
Kronos Incorporated	3,407.88
L & L Street Rods & Sport Trucks	22,601.52

Loken Excavating & Drainage	2,801.47
MCCC MI 33	7,271.66
Minnesota Counties Computer Coop	7,084.62
Minnesota Valley Testing Labs	8,097.15
Mn Dept of Natural Resources	2,350.00
Moore Md/Kellyanna J	3,536.33
Owatonna Groundmasters Inc	5,942.15
Owatonna Motor Company	4,656.15
Owatonna Police Dept	2,374.00
SRF Consulting Group Inc	11,590.95
Steele County Treasurer	193,326.25
Summit Food Services LLC	7,447.28
Thomson Reuters – West	2,208.94
Waste Management Of Wi - Mn	53,036.11
WSB & Associates Inc	6,900.00
128 Payments less than 2000	<u>46,938.15</u>
Final Total:	\$654,073.76

Motion by Commissioner Gnemi, seconded by Commissioner Abbe to go into closed session at 5:40 p.m. under the attorney-client privilege pursuant to Minn. Stat. § 13D.05, subd. 3(b), to discuss the following pending litigation: Coffey, et al. v Sheriff Lon Thiele, Court File Number 20-cv-2237. Ayes all.

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to come out of closed session at 6:42 p.m. Ayes all

Motion by Commissioner Abbe, seconded by Commissioner Gnemi to adjourn to the call of the chair at 6:42 p.m. Ayes all.

CHAIRMAN

ATTEST: _____
AUDITOR