



STEELE COUNTY BOARD OF COMMISSIONERS WORK SESSION AGENDA

Administration Center - 630 Florence Avenue – Owatonna, MN 55060

Steele County's Mission:

Driven to deliver quality services in a respectful and fiscally responsible way.

TUESDAY, OCTOBER 25, 2022 AT 3:00 PM
County Boardroom, Steele County Administration Center

Agenda

1. Call to Order
2. Operation Green Light (pg. 2)
3. Purchase of Land in Medford Township to become a State-owned Wildlife Management Area (WMA) (pg. 8)
 - Nick Bancks, Project Manager | Trust for Public Land
4. Alexander Street Property Purchase (pg. 12)
5. Discussion on Human Services Delivery in Steele County (pg. 13)
6. Ditch Levies for 2023 (pg. 14)
7. Other business

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.



Steele County Agenda Item

Subject: Participation and Support of Operation Green Light for Veterans

Department: Administrator's Office

Work Session Date: October 25, 2022

Board Meeting Date: October 25, 2022

Consent Agenda: ☐ Yes ☐ No **Resolution:** ☒ Yes ☐ No

Policy Committee Recommendation:

n/a

Recommendation:

Support Operation Green Light for veterans by adopting a resolution, approving the green lighting of county buildings from November 7th to 13th, and authorizing the Board Chair to sign a letter to our Congressional Representatives supporting for the Veteran Support and Outreach (CVSO) Act (H.R. 4601/S.2405).

Background (*Including Budget Impact*):

America's counties have a long and proud history of serving our nation's veterans, a legacy that continues to this day as we work with our federal, state and local partners to ensure that the former service members in our communities have access to the resources they need to thrive.

This coming Veterans Day, the National Association of Counties (NACo) and the National Association of County Veteran Service Officers (NACVSO) invite the nation's 3,069 counties, parishes, and boroughs to join Operation Green Light and show support for veterans by lighting our buildings green from November 7 to November 13. By shining a green light, county governments and our residents will let veterans know that they are seen, appreciated and supported.

Administration would recommend lighting the front and back of the Steele County Administration Center and the County Courthouse SE entry way from 11/7 through 11/13.

Owatonna Public Utilities has graciously agreed to help with the installation of the bulbs at the Administration Building at no cost to the county. The cost of this initiative would be estimated at \$125.00 for bulb purchase.

We would also release information to the media before and during the lighting of the buildings and post information on our website and Facebook page.

Attachments:

Resolution

A letter to our congressional rep. supporting the Commitment to Veteran Support and Outreach (CVSO) Act (H.R. 4601/S.2405),

RESOLUTION

Supporting Operation Green Light for Veterans

WHEREAS, the residents of Steele County have great respect, admiration, and the utmost gratitude for all of the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of the men and women who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, Steele County seeks to honor these individuals who have paid the high price for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, Veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veteran Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability and compensation benefits each year; and

WHEREAS, Approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, Active Military Service Members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, the Steele County appreciates the sacrifices of our United State Military Personnel and believes specific recognition should be granted; and

NOW, THEREFORE BE IT RESOLVED, that the Steele County Board of Commissioners, hereby declares from November 7th through Veterans Day, November 11, 2022, until November 13th a time to salute and honor the service and sacrifice of our men and women in uniform transitioning from Active Service;

THEREFORE, BE IT FURTHER BE RESOLVED that in observance of Operation Green Light, Steele County encourages its citizens in patriotic tradition to recognize the importance of

honoring all those who made immeasurable sacrifices to preserve freedom by displaying a green light in a window of their place of business or residence.

Dated this ____ day of _____, 2022.

STEELE COUNTY BOARD OF COMMISSIONERS

John Glynn, Chair

CERTIFICATION

I hereby certify that the above is a true and correct copy of a Resolution duly passed, adopted and approved by the County Board of said County on the _____ day of _____, 2022.

Laura Ihrke, Steele County Auditor

[COUNTY LETTERHEAD]

[DATE]

[NAME OF REPRESENTATIVE OR SENATOR]

Dear [Representative _____ or Senator _____]

America's counties have a long and proud history of serving our nation's veterans, a legacy that continues to this day as we work with our federal, state and local partners to ensure that the former service members in our communities have access to the resources they need to thrive. This coming Veterans Day, I invite you to join us in honoring **Steele County's** former service members by participating in **Operation Green Light for Veterans**.

Led by the National Association of Counties (NACo) and the National Association of County Veteran Service Officers (NACVSO), Operation Green Light for Veterans is an effort by America's 3,069 counties, parishes and boroughs to show support for veterans by lighting municipal buildings in green from November 7 to November 13. In addition to lighting county buildings, residents and businesses are encouraged to participate by simply changing one light bulb in their house to a green bulb. By shining a green light, county governments and our residents will let veterans know that they are seen, appreciated and supported.

Now more than ever, our veterans need our support. In a time when our country is divided on so many issues, we can all agree that those individuals who risked everything to protect our country and our way of life deserve our support and gratitude. **Given your strong record of supporting veterans, we would be honored if you would join us in this important effort by illuminating a green light bulb at your district and/or D.C. office between November 7 and November 13, 2022 and issuing a media notice highlighting your participation.**

Operation Green Light is also an opportunity to raise awareness of the resources available to veterans and their families. Here in Steele County, we're proud to serve approximately 4,000 veterans, as well as their families, surviving spouses, and dependent children, through our Steele County Veteran's Service Office. We invite you to use your participation in Operation Green Light as an avenue for reminding your constituents that that these county services are available.

Beyond your participation in Operation Green Light, we ask you to strengthen the intergovernmental partnership in serving our nation's veterans by co-sponsoring the [*Commitment to Veteran Support and Outreach \(CVSO\) Act \(H.R. 4601/S.2405\)*](#). This bipartisan legislation would provide critical federal resources to county veteran service officers (CVSOs), who are often a veteran's first point of contact in the community for accessing services. Across the country, CVSOs in 29 states and two Native American tribes CVSOs are responsible for helping veterans obtain more than \$50 billion annually in federal health, disability, pension and compensation benefits.

Though CVSOs' primary focus is helping veterans navigate the federal benefits system, these offices are currently funded almost entirely by counties, which creates challenges for areas with high demand or counties that serve veterans in rural areas. By authorizing \$250 million over

five years for states to expand the work of CVSOs or comparable entities, the CVSO Act would play a key role in helping veterans access a range of service-connected federal benefits more quickly and easily. We urge you to lend your support for this important legislation to make a difference in the lives of Steele County.

Thank you for your ongoing commitment to our nation's veterans and for joining us in honoring them through Operation Green Light this Veterans Day. To learn more about Operation Green Light and the role that counties play in serving veterans, please visit www.naco.org/operationgreenlight.

Sincerely,

John Glynn, Chair
Steele County Board of Commissioners



Steele County Agenda Item

Subject: Purchase of land to become a State-owned Wildlife Management Area (WMA)

Department: Other

Committee Meeting Date: September 20, 2022

Board Meeting Date: October 25, 2022

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Bring to full Board

Request:

Approve the purchase of Medford Properties II LLC land to become State-owned as a Wildlife Management Area (WMA).

Background (*Including Budget Impact*):

The Trust for Public Land intends to purchase a property in Steele County and then transfer ownership to the State to become part of the existing Faribault WMA unit. The property is in Medford Township. We have an executed option agreement in place with the landowner for the purchase of their property and plan to close on the property in December.

Some of the funding used to purchase the parcel comes from the Outdoor Heritage Fund (OHF), and another portion comes from Reinvest-in-Minnesota (RIM) matching funds. Because RIM funds are being used in conjunction with the OHF dollars County Board approval is required before we can acquire the property of wildlife management area lands, wildlife management area easements, scientific and natural areas, and any lands purchased with Reinvest in Minnesota (RIM) match funds (Minn. Stat., secs. 84.033, subd. 3; 84.944, subd. 3; and 97A.145, subd. 2).

Nick Bancks
Project Manager | Trust for Public Land
nick.bancks@tpl.org
651-621-0789

Attachments:

See Attached presentation

Cannon River Watershed Program

Fairbault WMA Addition Straight River

PROJECT NAME

Fairbault WMA Addition

ACRES

153.20

NATURAL RESOURCES

1.17 miles of shoreline
along Straight River

Site of Outstanding
Biodiversity Significance

Species in Greatest
Conservation Need: Wood
Turtle

PARCEL SIGNIFICANCE

Public access

Recreation

Hunting and fishing

Outdoor education

Wildlife habitat

Restoration

Reduced fragmentation

PROJECT FUNDING

Outdoor Heritage Fund



Reinvest in Minnesota
Critical Habitat Program



Proposed 153-Acre Addition to Fairbault WMA

Cannon River Watershed Habitat Protection & Restoration Program

The Trust for Public Land (TPL) proposes to acquire approximately **153 acres of land** on the Straight River located 1 mile north of Medford just east of CR 49 and south of 270th St East. TPL would purchase the property using Legacy Funding it has through the Cannon River Watershed Habitat Protection & Restoration Program, a partnership with Clean River Partners and Great River Greening. TPL would then donate the land to the Minnesota Department of Natural Resources (DNR) as an **addition to the Fairbault Wildlife Management Area (WMA)**.



This 153-acre piece of land has several habitat types and is directly adjacent to Straight River. The preservation of this parcel would help protect and buffer habitat from fragmentation, and would preserve and enhance the scenic corridor of the Straight River, including over 6,100 feet of undeveloped shoreline. This addition to the WMA would provide great public recreational opportunities in addition to providing significant habitat for wildlife, and water quality benefits.

Management Plan: No motorized trails currently exist on this parcel. Once acquired, the DNR would prioritize wildlife habitat when managing this property and the management plan for this parcel would be the same as that for the WMA. The parcel would be open to hunting and trapping and other compatible uses including berry picking, wildlife viewing and other non-motorized uses. The WMA is open through permit to use by those with disabilities who need to use a powered mobility device.

Payment in Lieu of Taxes (PILT) for this proposed addition to the WMA would initially be calculated from the appraised fair market value of the property (determined by an independent appraiser), and would be **\$8,360** per year. After this initial period, the PILT payment for this property will be calculated from the estimated market value of the property (determined by the county assessor) which will begin happening again in 2028 and is reassessed every 6 years. For a point of comparison, the Steele County annual tax revenue from this property from the 2022 Assessment is **\$2,908**. State ownership of this property would be **revenue positive** for the County.



Medford Properties II LLC - Subject Property

Steele County, MN





Steele County Agenda Item

Subject: Alexander Street Property Purchase

Department: Administrator's Office

Committee Meeting Date: October 25, 2022

Board Meeting Date: October 25, 2022

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Recommendation:

The appointed negotiation committee (Krueger, Brady, Golberg) recommends authorizing the Administrator to enter into a purchase agreement with owner under the following terms:

1. Purchase property for \$859,900
2. Assignment of the current lease until the lease ends 1/31/2024

Background (*Including Budget Impact*):

During our capital projects master planning the county identified the property at 2655 Alexander Street, Owatonna as a potential cost-effective option to serve the identified needs for a facilities shop, Sheriff's evidence storage, and emergency management trailer storage. The estimate for new construction is \$1.5 million.

The Board appointed a negotiation committee to work on the property purchase and bring back a final offer for Board consideration. The property was listed at \$879,900 and is currently being leased to a local industry until 1/31/2024.

After negotiating with the owner, it was determined to be in the county's best interest from a cash outlay perspective to purchase the property now for \$859,900 and assume the current lease until it expires. The net cash outlay for property purchase under these terms would be approximately \$779,400: \$859,900 (purchase price) - \$110,500 (lease payments for 13 months) + \$30,000 (property tax, insurance)

Attachments:



Steele County Agenda Item

Subject: Human Services Delivery System

Department: Administrator's Office

Committee Meeting Date: October 25, 2022

Board Meeting Date: October 25, 2022

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☒ No

Recommendation:

Discussion of Human Services delivery in Steele County

Background (*Including Budget Impact*):

At the MN Prairie All Commissioner meeting on September 1st, the chair requested that each individual county have a discussion about the current human services delivery system/joint powers arrangement this fall. Comments and recommended changes from the individual Board meetings would be brought back to the Joint Powers Board for discussion.

Attachments:



Steele County Agenda Item

Subject: Ditch Levies

Department: Auditor's Office

Committee Meeting Date: October 21, 2022

Board Meeting Date: October 25, 2022

Consent Agenda: ☒ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Approve ditch levies for 2023

Recommendation:

Approve ditch levies for 2023

Background (*Including Budget Impact*):

There are 30 drainage ditch systems in Steele County. An annual review of the individual ditch fund balances and potential pending maintenance concerns is completed by the County Auditor, a staff member and the Ditch Inspectors for the following year. Once the review has been completed, a percentage of total benefits is determined along with the levied amounts to be added as a special assessment for the 2023 property taxes.

Attachments:

Ditch levy spreadsheet

DITCH FUND BALANCES THRU JUNE 2022										
ASSES			TOTAL		BALANCE	EXPENSES	REVENUE	BALANCE	BOARD APPROVED:	
CODE	DITCH	ACCT#	BENEFITS	5% LEVY	1/1/2022			6/30/2022	2023 LEVY	Levy Amount
7001	J.D. 1	631	308,856.00	15,442.80	2,375.75	20,818.34	7,521.64	(10,920.95)	2.00%	6,177.14
7000	J.D. 2 RED	665	822,556.00	41,127.80	173,835.89	24,620.00	10,155.35	159,371.24	2.50%	20,571.16
7005	J.D. 5	634	26,311.50	1,315.58	(15,363.43)	(36,983.50)	3,504.06	(48,842.87)	15.00%	3,946.73
7025	J.D. 6	635	7,849,874.00	392,493.70	129,487.34	36.74	26,028.62	155,479.22	0.50%	39,251.50
7007	J.D. 7	636	25,358.58	1,267.93	17,782.32	36.74	0.00	17,745.58		
7010	J.D. 10	633	18,905.00	945.25	(58,982.57)	6,234.88	2,985.34	(62,232.11)	18.00%	3,402.90
7011	J.D. 11	637	169,866.00	8,493.30	40,517.59	36.74	2,202.61	42,683.46	3.00%	5,096.26
7012	J.D. 12	638	54,381.06	2,719.05	18,269.48	\$4,471.87	\$860.64	14,658.25	5.00%	2,719.26
7023	J.D. 23	639	90,292.00	4,514.60	18,772.89	153.28	1,247.22	19,866.83	5.00%	4,514.62
7024	J.D. 24	640	931,741.00	46,587.05	(164,361.07)	19,810.15	63,826.60	(120,344.62)		Bill Out
7101	C.D. 1	641	843,477.00	42,173.85	43,262.36	36.74	5,124.37	48,349.99	1.00%	8,435.14
7100	C.D. 1 CH BR	642	7,084.60	354.23	(5,122.96)	36.63	1,029.87	(4,129.72)	20.00%	1,442.54
7102	C.D. 2	643	272,319.00	13,615.95	(18,859.81)	36.63	4,355.77	(14,540.67)	3.00%	8,170.30
7104	C.D. 4	644	1,404,494.80	70,224.74	53,536.82	10,036.63	10,624.34	54,124.53	0.50%	7,022.94
7105	C.D. 5	645	3,565,913.90	178,295.70	(70,375.94)	36.63	19,864.36	(50,548.21)	1.00%	35,659.14
7119	C.D. 19	646	57,940.00	2,897.00	18,094.42	36.63	289.71	18,347.50	2.00%	1,158.80
7120	C.D. 20	647	22,817.00	1,140.85	1,685.74	2,300.88	442.94	(172.20)		Bill Out
7128	C.D. 21	648	5,267,334.00	263,366.70	29,105.29	\$36.63	\$8,647.54	37,716.20	0.25%	13,170.12
7130	C.D. 22	649	5,133,603.00	256,680.15	(607.23)	36.63	7,550.19	6,906.33	0.25%	12,834.00
7123	C.D. 23	650	24,715.59	1,235.78	4,863.69	36.63	382.21	5,209.27	5.00%	1,236.00
7124	C.D. 24	651	20,433.00	1,021.65	(544.47)	36.63	1,136.51	555.41	8.00%	1,634.68
7125	C.D. 25	652	56,074.81	2,803.74	(15,019.94)	36.63	2,878.00	(12,178.57)	11.00%	6,168.23
7129	C.D. 27	653	544,593.00	27,229.65	(25,611.85)	36.63	3,000.11	(22,648.37)	0.50%	2,722.97
7207	PTD 7	654	2,354,086.00	117,704.30	84,046.32	\$36.63	\$4,641.84	88,651.53	0.30%	7,063.08
7208	PTD 8	655	27,591.00	1,379.55	16,317.32	37.16	1,675.70	17,955.86	5.00%	1,379.55
7209	PTD 9	656	47,126.38	2,356.32	3,162.56	36.63	4,298.33	7,424.26	5.00%	2,356.32
7210	PTD 10	657	6,037.50	301.88	426.65	36.63	72.20	462.22	5.00%	301.94
7211	PTD 11	658	31,758.95	1,587.95	(62,577.48)	36.63	2,513.71	(60,100.40)	18.00%	5,716.61
7217	PTD 17	659	20,387.20	1,019.36	2,918.49	36.63	1,152.73	4,034.59	10.00%	2,038.72
7218	PTD 18	660	14,752.93	737.65	5,170.96	36.63	187.91	5,322.24	2.50%	368.83
				1,501,034.04	226,205.13	52,232.73	198,200.42	298,205.82		204,559.48