



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, DECEMBER 27, 2022 AT 4:00 PM
County Boardroom, Steele County Administration Center

Agenda

1. Call to Order
2. Alexander Property – final Board review/approval before closing date
3. City of Medford Speed Zones
4. Fund transfer Hwy to General
5. AMC Legislative Conference
6. 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: Alexander Street Property Purchase

Department: Administrator's Office

Work Session Date: December 27, 2022

Board Meeting Date: December 27, 2022

Consent Agenda: ☐ Yes ☒ No

Resolution: ☐ Yes ☒ No

Recommendation:

Authorize Administrator to finalize the purchase of the property sale in January under these 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 cost for new construction is \$1.6 million.

The Board authorized Administrator to enter into a purchase agreement that became effective November 8th and contained an approximate 60-day buyer discovery period that ends in early January.

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)

When adding the additional costs for property tax, insurance, and renovations, the total cost for the property purchase is as follows:

$\$779,400 \text{ (net cash outlay)} + \$30,000 \text{ (property tax, insurance)} + \$194,691 \text{ (property renovations)} = \mathbf{\$1,004,091}$

It should be noted that this property also has future expansion potential with soil corrections already completed.

Attachments:

Wold letter



Steele County Agenda Item

Subject: Funds Transfer

Department: Treasurer's Office/Finance

Committee Meeting Date:

Board Meeting Date: December 27, 2022

Consent Agenda: ☐ Yes ☐ No

Resolution: ☐ Yes ☒ No

Policy Committee Recommendation:

Recommendation:

Approve funds transfer of \$1 million from highway fund to the capital fund

Background (*Including Budget Impact*):

During the budgeting process for the 2021 budget, there was a discussion about transferring approximately \$1.0 million from the highway fund to cover capital projects in other County areas. It was discovered that it had been a common practice for many years back that the highway department did not account for the county program aid revenues in their budget. This practice is one of the reasons for the large fund balance in the highway fund. The Administrator, Finance Director, and Highway Engineer concluded to transfer some of the over levied funds to finance the integrator project at the Detention Center when the project was completed, subject to Board approval. The County's outside auditors were consulted and they confirmed that this transfer would comply with the special revenue funds requirements. The integrator project is now complete and staff recommend transferring \$1.0 million from the highway fund to the general fund.



Steele County Agenda Item

Subject: AMC Legislative Conference

Department: Administrator's Office

Committee Meeting Date: n/a

Board Meeting Date: December 27, 2022

Informational

Recommendation:

On January 3rd – each Commissioner to advise Administration of their intent to participate or to decline attendance

Background (*Including Budget Impact*):

The annual AMC Legislative Conference offers county commissioners and staff the opportunity to learn more about legislative issues, refine AMC legislative policy and discuss concerns in-person with legislators.

This year, there is a pre-conference legislative testimony training session for commissioners on Tuesday afternoon. Pre-registration will be required as space is limited for testifiers. They send a separate email with sign-up details to all commissioners registered for the conference.

The conference begins at the hotel on Wednesday morning with issue briefs from AMC's policy analysts before we will shuttle attendees to the Capitol for "County Day at the Capitol." Counties will be contacted following registration to specify details in order to coordinate these meetings. Attendees will return to the hotel for an evening reception with legislators.

On Thursday, AMC Policy Committees meet in the morning before the 2023 Awards Luncheon, which features the presentation of AMC's 4H Community Leadership Awards and AMC President Mary Jo McGuire's "State of the Counties" address.

Attachments:

Tentative Agenda



Tentative Agenda

Tuesday, February 21, 2023

NEW OPTIONAL PRE-CONFERENCE EVENT

2:30 - 4:30 P.M.

COMMISSIONER TESTIMONY TRAINING

The AMC Government Relations team is excited to host AMC's first ever Commissioner Testimony Training before the official start of the conference on Tuesday, February 21, from 2:30 – 4:30 p.m. at the InterContinental Hotel. The purpose of this training is to give interested commissioners the opportunity to practice writing and delivering a practice testimony to prepare everyone for the upcoming legislative session. AMC Government Relations staff and other guests will be our mock Senate committee members who will ask questions and give you feedback on your presentation. Pre-registration will be required as space is limited for testifiers, but there is no limit on the number of observers. **Sign-up for this testimony training will be sent a later date to all commissioners registered for the conference.**

3:00 – 6:00 P.M.

REGISTRATION OPEN

Hotel Lobby (First Floor)

4:30 - 6:00 P.M.

TRIBAL RELATIONS FORUM

Room TBD

5:00 – 7:30 P.M.

MINNESOTA RURAL COUNTIES (MRC)

Kellogg Suite (Lobby Level)

Wednesday, February 22, 2023

7:00 A.M.

REGISTRATION OPEN

Great River Court (Second Floor)

8:00 – 9:00 A.M.

RESEARCH BREAKFAST MEETING

Governor Board Room (Lower/Basement Level)

8:00 – 9:00 A.M.

EDUCATION & TRAINING COMMITTEE BREAKFAST MEETING

Governor Board Room (Lower/Basement Level)

8:00 – 9:00 A.M.

NETWORKING BREAKFAST BUFFET

Great River Ballroom (Second Floor)

8:00 – 11:00 A.M.

PREMIER BUSINESS PARTNER EXHIBITS

Great River Court (Second Floor)

9:00 - 10:30 A.M.**GENERAL SESSION**

Great River Ballroom (Second Floor)

- **Welcome**
AMC President Mary Jo McGuire, Ramsey County Commissioner
- **Gov. Tim Walz (invited)**
- **Policy Analyst Issue Briefs**
- **Day at the Capitol Logistics**
- **Legislator Meeting Prep**



AMC President
Mary Jo McGuire

10:30 A.M. – 4:00 P.M. COUNTY DAY AT THE CAPITOL

Minnesota State Capitol - TBD

Busing begins at 10:30 a.m. (Kellogg Blvd.) /Last bus leaves Capitol at 4:30 P.M.

Rosedahl Public Affairs will schedule appointments for counties to meet with their local legislators during this time. Every person scheduled for the conference will have appointments and the final schedule of appointments will be available at the conference. Sandwiches, chips and beverages will be available for attendees to pick-up from 11:30 a.m. - 1:00 p.m. at the Capitol. Exact location of AMC homebase at the Capitol is TBD.

1:00 – 3:00 P.M.**FORUM WITH STATE AGENCY COMMISSIONERS @ CAPITOL****2:30 P.M. – 6:00 P.M. PREMIER BUSINESS PARTNER EXHIBITS**

Great River Court (Second Floor)

4:30 – 6:00 P.M.**LEGISLATIVE RECEPTION**

Great River Court (Second Floor)

*Hors d'oeuvres will be served, but dinner is on your own.***Thursday, February 23, 2023****7:00 A.M.****REGISTRATION OPEN**

Great River Court (Second Floor)

7:00 – 11:30 A.M.**PREMIER BUSINESS PARTNER EXHIBITS**

Great River Court (Second Floor)

8:00 – 9:15 A.M.**EXTENSION COMMITTEE**

Governors 4 (Lower/Basement Level)

8:15 – 9:15 A.M.**NETWORKING BREAKFAST BUFFET**

Great River Ballroom (Second Floor)

9:30 – 11:30 A.M.**AMC POLICY COMMITTEES**

- **Environment & Natural Resources**
Kellogg 1 (Lobby Level)
- **General Government**
Kellogg 2 & 3 (Lobby Level)
- **Health & Human Services**
Minnesota East (Lower/Basement Level)
- **Public Safety**
Minnesota West (Lower/Basement Level)
- **Transportation & Infrastructure**
State Suite (Lower/Basement Level)

11:45 A.M. – 1:00 P.M. GENERAL SESSION / AWARDS LUNCHEON

Great River Ballroom (Second Floor)

- **Presentation of AMC Student Scholarship**
AMC Past President Todd Patzer, Lac qui Parle County Commissioner
- **Presentation of AMC 4H Community Leaders Awards**
- **'State of the Counties' Address**
AMC President Mary Jo McGuire, Ramsey County Commissioner



**AMC Past President
Todd Patzer**



**AMC President
Mary Jo McGuire**

1:00 P.M.

ADJOURN

1:00 – 3:00 P.M.

AMC BOARD OF DIRECTORS