

SPECIAL SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

July 5, 2006

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session July 5, 2006 at 1:00 p.m. at the Courthouse in Austin, Minnesota.

All members present, viz: David Hillier, Chair
Dick Lang
Garry E. Ellingson
Richard Cummings
Raymond Tucker
Craig Oscarson, County Coordinator

Motion made by Commissioner Tucker, seconded by Commissioner Cummings to approve the non-benefited temporary (summer) position in the office of Extension commencing June 19, 2006 at a wage of \$10.09 per hour. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Lang to revise the Application for Employment form as recommended by the Human Resource Director. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Ellingson to authorize 200 hours of comp time as requested from the Human Services Director for required training for 8 financial workers for the Minnesota Care Program. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Lang to authorize the Human Resource Director to fill the impending vacant full-time position of Office Support Specialist, Sr. in the office of the County Assessor according to union contract and personnel policies. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Ellingson to revise Personnel Policies Section D140, D220, D275 and F120 as follows:

Personnel Policy Section D140

Amended:

Health Insurance:

Regular full and part-time employees will be entitled to receive coverage under the County's group health insurance plan. The County currently offers two plans at the choice of the employee. One is the basic plan and the other is ~~an HMO~~ a **VEBA** policy.

Personnel Policy Section D220

Amended "Procedure" paragraph 2 and 3 as follows:

Safety shoes, ~~and~~ safety glasses, **and ANSI approved safety clothing** can be purchased by staff that can demonstrate the need with a County contribution not to exceed ~~\$120.00~~ **150.00** per year **for all safety items**.

An employee of Mower County requesting these allowances will be required to request in writing their need and desire to purchase items to the ~~Personnel Committee~~ **Human Resource Director**. Upon approval the employee will need to purchase the item and submit the appropriately dated receipt to their department head. Employees who demonstrate a special need in excess of the current amounts will need to obtain prior special approval from the County Board.

Personnel Policy Section D275

Amend "Hourly Staff" second paragraph as follows:

Hourly staff are those employees that are paid on an hourly rather than a salary basis. Hourly employees are compensated for each hour that they work. Hourly employees may be scheduled to work additional hours beyond forty (40) in a work week ~~and thereby earn compensatory time and/or overtime pay.~~ **and will earn overtime pay only after forty (40) hours in a regular work week. Hours worked in excess of forty (40) hours will be paid at one and one half times the normal day rate per hour and the hours shall be paid either as overtime on the pay check or can be credited to the employee's comp time bank at the employer's discretion.** County budgets need to include funding for any overtime pay.

Personnel Policy Section F120

Amend "Policy Statement" portion of paragraph 3 as follows:

Environmental. ~~Health Director~~ **Services Director**- Environmental Health Department Water Laboratory
~~Highway County Engineer - Mower County Engineering~~ **Highway** Department
Building Maintenance Director Supervisor - Mower County Building Maintenance Department
Training Officer - Mower County Sheriffs Department.
Solid Waste ~~Administrator~~ **Officer** - Recycling Center

Amend "Policy Statement" paragraph 4 as follows:

Copies of the written program may be obtained at the Human Resources Director, Mower County Courthouse, Austin, Minnesota, or from the responsible party at:

- Mower County Environmental Health Department Water Laboratory, 1105-1/2 8th Ave. NE, Austin, Minnesota,
- Mower County ~~Engineering~~ **Highway** Department, 1105 8th Ave. NE, Austin, Minnesota,
- Mower County Building Maintenance Department, Mower County Courthouse, Austin, Minnesota,
- Mower County Sheriffs Department, Mower County Courthouse, Austin, Minnesota.

Motion carried.

Motion made by Commissioner Cummings, seconded by Commissioner Lang to amend the 2006 corrections budget with an increase of \$6,971.48 for line item 01-252-252-

0000-5930 and line item 01-252-252-0000-6401 for the purchase of office equipment. Motion carried.

Garry Ellingson presented a verbal report on behalf of the Flood Reduction Committee. Boundary lines for two proposed water shed districts were proposed and the board discussed the boundary lines. The goals of the Flood Reduction Committee is to reduce surface run-off and to reduce flooding. In addition to designating the areas to be included in the watershed district, the commissioners need to determine the number of watershed managers to be appointed.

Motion made by Commissioner Cummings, seconded by Commissioner Ellingson to authorize that a Petition for the Establishment of the Cedar River Watershed District Pursuant to Minnesota Statute 103D.205 be submitted to the Board of Water & Soil Resources for an area of approximately 278,540 acres located in Mower, Freeborn, Steele and Dodge counties as outlined in the map attached hereto as Exhibit A and petitioning for seven (7) managers for the proposed Watershed District. The Commissioners voted as follows: Commissioner Ellingson aye, Commissioner Tucker nay, Commissioner Cummings aye, Commissioner Lang aye, and Commissioner Hillier nay. Motion carried 3-2.

The County Coordinator will be advertising for prospective managers for the proposed Watershed District.

The County Board reviewed the request of Wallace Bustad for a one year extension for CUP #646 which was approved by Resolution #102-03 dated November 4, 2003.

Motion made by Commissioner Cummings, seconded by Commissioner Ellingson to approve a one-year extension until December 31, 2006 for CUP #646 of Wallace Bustad to allow an additional dwelling creating a two new home site. Motion carried.

Motion made by Commissioner Ellingson, seconded by Commissioner Lang to approve the application for mitigation funding from the Hazard Mitigation Grant Program in the amount of \$103,000 in project expense with a local share of \$26,250 which will be provided by the Department of Natural Resources and participating homeowners. Motion carried.

Motion made by Commissioner Lang, seconded by Commissioner Tucker to deny the request of Excel Manufacturing for a forty percent (40%) down payment on the Recycling Center Project and instruct the County Coordinator to contact the company. Motion carried.

Motion by Commissioner Ellingson, seconded by Commissioner Cummings to approve the annual renewal of the following Solid Waste Management Facility Permits, effective July 1, 2006 – June 30, 2007:

- SKB (Austin) Environmental, LLC (landfill license)
- VEIT Demolition Debris Facility – Austin, LLC; (landfill license)
- Hillier Composting; (composting license)

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Waste Management; (transfer station license) and
 Triple J Disposal (transfer station license)
 Motion carried. Commissioner Hillier abstained from voting.

Motion made by Commissioner Ellingson, seconded by Commissioner Tucker to
 approve the minutes of June 6, 2006 and June 20, 2006. Motion carried.

Motion made by Commissioner Cummings, seconded by Commissioner Tucker to
 approve the following miscellaneous bills for immediate payment:

Keane, Inc.	\$200.00
KKE Architects	497.50
Waste Management	30,000.00
Leonard Koehnen & Assoc.	11,025.00

Motion carried.

Motion made by Commissioner Ellingson, seconded by Commissioner Lang to
 approve the bi-monthly bills for immediate payment:

General Fund

Amount	Vendor Name	Amount	Vendor Name
289.42	Adams Drug	1,871.75	Adams, Rizzi and Sween
211.00	Alcopro	198.50	American Red Cross Austin
2,400.00	AMI Imaging Systems Inc.	255.01	Assembled Products Corporation
106.38	Austin Ford Lincoln-Mercury	3,349.43	Austin Medical Center Attn: CA
828.70	Austin Newspapers, Inc	476.80	Bendtsen/Myles
143.64	Big K 3578	302.67	Brandt Law Office
179.56	Care Express Products Inc.	1,728.13	CDW Government Inc.
400.00	Children's Hospitals and Clinic	418.56	City of Austin
904.00	Cragun's	1,257.01	Donnelly Law Firm/Daniel
801.77	Emergency Automotive Technology	890.00	Erickson/James
2,935.89	Fox Electric Company, Inc.	522.80	Harty Mechanical
198.00	Herrera/Campos Ruby	488.54	Holiday Inn St. Cloud
355.20	Hovde/Barbara A.	936.00	Howe Advertising and Embroidery
229.24	Ideacom Mid America	384.71	Ikon Office Solutions
293.66	J&K Winona	18,383.57	Jones, Haugh and Smith, Inc.
169.40	Juenger/Jon	336.00	Kirchner/Margaret
189.52	Laser Product Technologies Inc	295.00	Layton Technology, Inc.
297.00	M. Lee Smith Publishers	150.00	MAAO % Paul Knutson
135.60	Martin Brothers	407.04	Mayo Foundation
170.00	Medtox Diagnostics, Inc.	331.50	Melchert Hubert Sjodin
210.00	Minnesota Assoc County Admin	260.64	Minnesota Counties Computer
109.72	Minnesota Elevator, Inc.	2712.67	Mn Office of Enterprise Tech
170.42	NAPA Auto Parts	196.45	North am Communications
272.50	Omni Environmental, Inc.	266.88	Peck/Harlen
334.50	Polk City Directories	711.18	Public Safety Center, Inc.
117.87	Quartermaster	300.00	Reinartz Appraisals
297.60	Risius/James	300.00	Risk & Needs Assessments
2882.06	RS Eden, Inc.	1584.82	Schilling Supply Company
126.00	Schmitt/Dr. Travis A.	160.00	Sheriff Carlton County
852.94	Smyth Companies, Inc.	150.00	Southeast Service Cooperative
1808.08	Tigerdirect	1956.46	Tri-Anim Health Services, Inc.
1308.00	Ultramax	1258.56	Uniforms Unlimited, Inc.
102.74	Vaughn/Pamela	669.26	Wells Fargo Financial Leasing
5669.74	West Group		
	33 Payments Less \$100.00	1549.74	
	General Fund	\$70,559.83	TOTAL

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Social Service Fund	1 Payment Less \$100.00	59.71	
	Social Service Fund	\$59.71	TOTAL
Mower County Transit-Public Transp.			
3180.00	Jones, Haugh & Smith, Inc. 0 Payments Less \$100.00		
	Mower County Transit-Public Transp.	\$3,180.00	TOTAL
Road & Bridge Fund			
186.38	A.E.S., Inc.	304.94	Auto Value Austin
1268.78	Brock White Co. LLC	295.00	Bustad Dozing and Excavating
3539.02	Dell Marketing LP	307.53	Etterman Enterprises
129.95	Fastenal Company	1187.93	Harty Mechanical, Inc.
346.04	Holiday Inn Hotels & Suites	325.00	Jones, Haugh Smith, Inc.
295.85	Kestner Electric	180.76	Leef Bros., Inc.
4662.04	M-R Sign Company, Inc.	527.18	Mantek
100.00	Minnesota Counties Ins. Trust	1295.17	Petroblend Corp.
375.37	Road Machinery & Supplies Co.	1556.23	Ruffridge-Johnson Equipment Co.
170.09	St. Joseph Equipment Inc.	3775.23	Syverson Ford/Dave
235.24	Terminal Supply Co.	2681.72	Tiny's Body Shop
	7 Payments less than \$100.00	339.94	
	Road & Bridge Fund	\$24,085.39	TOTAL
Solid Waste/Recycling Fund			
23012.11	Cedar Valley Services, Inc.	5250.00	Iverson Hauling
125.76	Lab Safety Supply, Inc.		
	1 Payments less than \$100.00	4.97	
	Solid Waste/Recycling Fund	\$28,392.84	TOTAL
Building Fund			
250.00	Bustad/Wallace Inc.	1254.24	Lyle Lumber
2695.00	Patterson, Plumber/Dave	2295.08	Steam Brothers Clarks Grove
	1 Payments less than \$100.00	31.95	
	Building Fund	\$6,526.27	TOTAL
Ditch Fund			
38,517.25	Freeborn Construction, Inc.	1998.50	Jones, Haugh & Smith, Inc.
	0 Payments less than \$100.00		
	Ditch Fund	40,515.75	TOTAL
	FINAL TOTAL	\$173,319.79	

Motion carried.

Motion made by Commissioner Cummings, seconded by Commissioner Lang to set the Elkton Radio Communications project letting date to August 22, 2006 at 1:00 p.m. at the Law Enforcement Center and awarded at the County Board of Commissioner's meeting on September 5, 2006. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Lang to amended the following previous motions as listed below to correct the amount of Sunday Liquor License Fees from \$240.00 to \$200.00 according to Minnesota Statute 340A.504 subd. 3b:

January 6, 2004 Book HH page 4;
January 4, 2005 Book II page 4; and
January 3, 2006 Book JJ page 4
and authorize the County Auditor to refund the overpayment of Sunday Liquor License Fees for 2004, 2005 and 2006. Motion carried.

Motion made by Commissioner Cummings, seconded by Commissioner Ellingson to authorize the Assessor to sign the annual Consolidated Extended Service Contract and a License Agreement with Vanguard Appraisals, Inc. for the County Assessor's web page and authorize payment of the service fees in the amount of \$8,750.00. Motion carried.

Motion made by Commissioner Cummings, seconded by Commissioner Tucker referred the Sheriff's Department Policy 14.11 – Storage/Impound Fees presented for approval to the Finance Committee for review and recommendation. Motion carried.

Motion made by Commissioner Cummings, seconded by Commissioner Ellingson to approve the Letter of Agreement between Mower County and Independent school District No. 492 for probation officer services from September 1, 2006 through June 8, 2007. Motion carried.

Motion made by Commissioner Cummings, seconded by Commissioner Ellingson to set the project letting date to August 21, 2006 at 1:00 p.m. at the office of the County Highway Department and awarded at the County Board of Commissioner's meeting for the north-south road project at the Mower County Fairgrounds. Motion carried.

Motion made by Commissioner Ellingson, seconded by Commissioner Cummings to set the project letting date for SAP 050-705-006 and SAP 050-709-003 for August 14, 2006 at 1:00 p.m. at the office of the County Highway Department and awarded at the County Board of Commissioner's meeting for the Lyle Street project. Motion carried.

Kathy Stutzman and Mary Ann Law, Parenting Resource Center, and Bruce Henricks, Human Services Director notified the Board that Mower County had been awarded funding under the Safe Havens: Supervised Visitation and Exchange Program in the amount of \$120,000.00. The Parenting Resource Center will be the administrator for the planning grant developing and strengthening effective responses to violence against women.

Motion made by Commissioner Ellingson, seconded by Commissioner Lang to authorize the Human Services Director to sign the Safe Havens: Supervised Visitation and Exchange Program grant. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Ellingson to approve the manual warrant to the City of Austin in the amount of \$900,000 for the payment of city taxes. Motion carried.

Motion made by Commissioner Ellingson, seconded by Commissioner Cummings to extend the time for the City of Austin to respond to the question of whether the City would

be interested in co-locating their police department to the proposed Criminal Justice Center from August 1, 2006 to September 1, 2006. The Commissioners voted as follows: Commissioner Ellingson aye, Commissioner Tucker aye, Commissioner Cummings aye, Commissioner Lang nay, and Commissioner Hillier aye. Motion carried 4-1.

Motion by Commissioner Tucker, seconded by Commissioner Ellingson to adjourn the meeting at 3:34 p.m. until July 18, 2006 at 8:30 a.m. Motion carried.

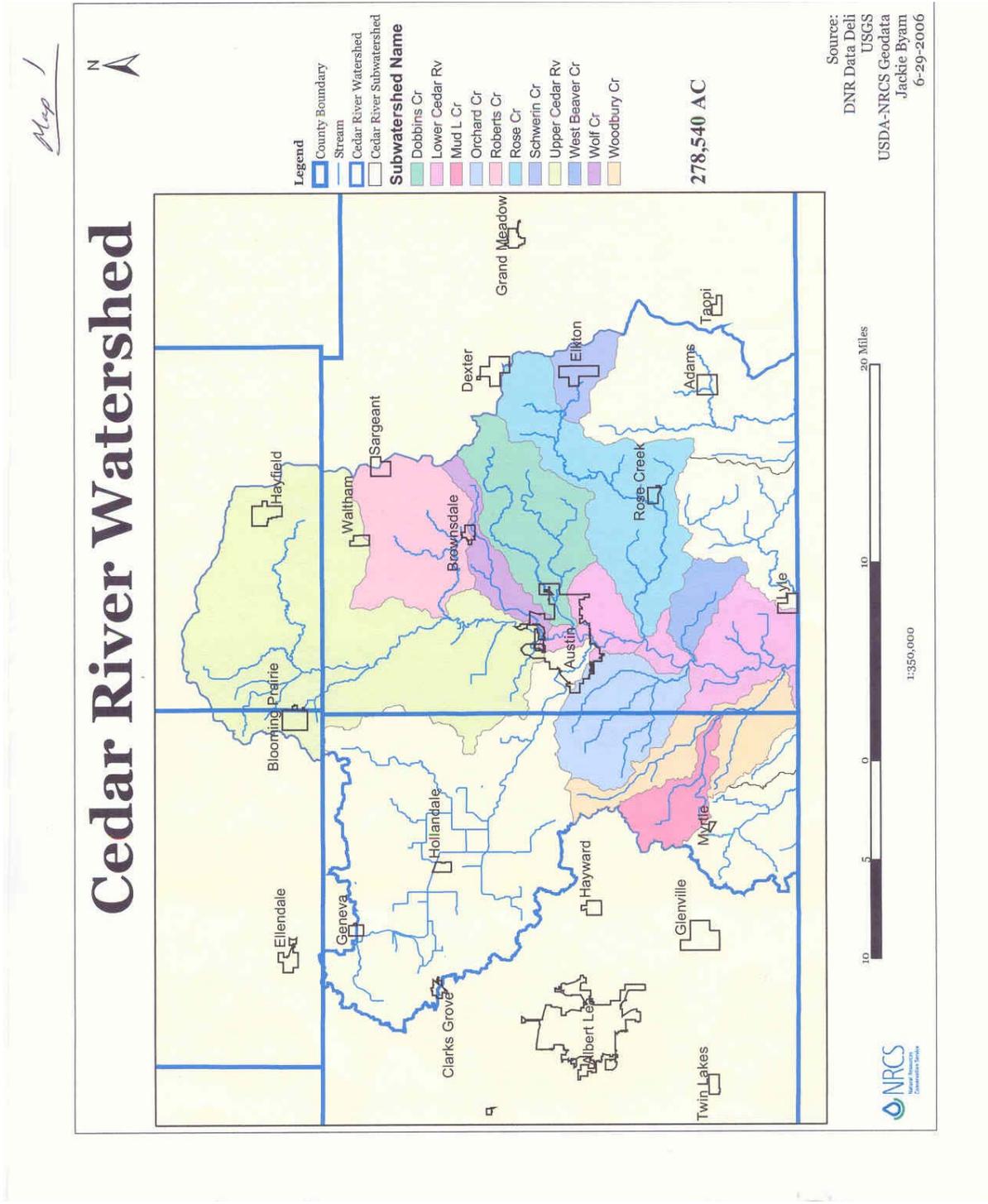
THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____
Chairperson

Attest:

By: _____
Clerk/Coordinator

EXHIBIT A



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