

SPECIAL SESSION OF THE MOWER COUNTY  
BOARD OF COMMISSIONERS

September 9, 2008

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session September 9, 2008 at 8:30 a.m. at the Courthouse in Austin, Minnesota.

Members present, viz:           Richard Cummings, Chair  
  Raymond Tucker  
  David Hillier  
  Dick Lang  
  Craig Oscarson, County Coordinator

Member absent:                 Dave Tollefson

**GENERAL:**

Introduction of employees: Kellie Humphress and Beth Loecher

Commissioner Tucker moved and Commissioner Lang seconded to authorize the Chair and the Director to sign the following Purchase of Service Agreements:

- a.     Janine Marks (Hope Guardianship) – renew contract for Professional Services, effective July 1, 2008 to June 30, 2009.
- b.     Semcac – renew contract for Home and Community Based Waiver Services, effective July 1, 2008 to June 30, 2009.

Motion carried.

Commissioner Lang moved and Commissioner Hillier seconded to discontinue claiming federal Title IV-E funds for eligible Corrections Department placements due to possible audit exceptions. Motion carried.

Update on regional cooperative contract management program.

Commissioner Hillier moved and Commissioner Lang seconded to approve the destruction of designated Agency files in accordance with DHS Rules and Regulations. All previously approved files have been destroyed. Motion carried.

**SOCIAL SERVICE ACTIONS:**

Commissioner Tucker moved and Commissioner Hillier seconded to approve the Social Service Actions. Motion carried.

**INCOME MAINTENANCE ACTIONS:**

Commissioner Lang moved and Commissioner Hillier seconded to approve the Income Maintenance Actions. Motion carried.

Terry Erickson, SEMCAC Executive Director, provided an update of the organization's activities. The organization is involved in a wide variety of activities included senior dining, energy assistance, home weatherization, help for flood victims, administering infrastructure grants for small cities, etc.

Motion made by Commissioner Hillier, seconded by Commissioner Tucker to amend Personnel Policy B240 Telecommuting Policy and Procedure by adding the following bolded language under expenses as follows:

**Expenses:**

- A. Telecommuting employees will be reimbursed for the following expenses unless provided by the County:
1. Long distance telephone calls and/or fax transmissions for conducting approved County business. Telecommuters will have county owned phone lines or cell phones at their telecommuting site.
  2. Basic office supplies obtained through the normal procurement procedures.
  3. Mileage for County business under the current County policies. Mileage will be computed from the shortest alternative: as if traveling from the Government Center or travel from the telecommuting location. Mileage will not be paid for travel to the Government Center for departmental meetings and business.
  4. **Compensable time for County business to and from the assigned office will be the same as Mileage under paragraph 3 of this section. Compensable time will be computed from the shortest alternative: as if traveling from the Government office to the business locale or from the telecommuter's office to the business location. Also, the Employee will not be paid for time to travel to and from the Government office for departmental meetings and business.**
  - 4 5. Any expenses, which are not specifically provided for in this policy, require prior approval by the telecommuting employee's Department Head."

Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Lang to approve the request of Bill Buckley to apply for membership on the SSTS advisory committee.

Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Tucker to authorize the Human Resource Director to fill the position of investigator, due to a retirement effective October 1, 2008, in the Sheriff's Department according to union contract and personnel policies. Motion carried.

Commissioner Tucker, Finance Committee, reviewed the committee's recommendation for the 2009 proposed tax levy.

Motion made by Commissioner Tucker, seconded by Commissioner Hillier to set the proposed 2009 tax levy at a 21.688% increase for a total proposed levy of \$15,355,489.00 and set the Solid Waste Service Charge at \$298,566.00. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Lang to award the quote for replacing the cooling tower on the courthouse to MJ O'Connor with the low quote in the amount of \$51,995.00 and have the project commence. Motion carried.

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Motion made by Commissioner Tucker, seconded by Commissioner Hillier to approve the minutes of August 26 and September 2, 2008. Motion carried.

Motion by Commissioner Hillier, seconded by Commissioner Lang to approve the following bi-monthly bills for payment:

GENERAL FUND

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
735.30	ALBERT LEA MEDICAL CENTER	306.00	ALBERT LEA TRIBUNE
830.01	AUSTIN DRUG, INC	300.00	AUSTIN MEDICAL CENTER ATTN:CAS
1341.17	AUSTIN NEWSPAPERS, INC	347.86	AUTO VALUE AUSTIN
473.47	BOB BARKER COMPANY INC.	497.00	BUDGET OIL CO
636.90	CARDINAL HEALTH	6473.33	CDW GOVERNMENT, INC.
2678.50	ALETA CHRISTOPHERSON	200.00	CLASEN-JORDAN MORTUARY
345.00	MICHELLE CLONARES-SOTO	264.85	DALCO
282.23	DE LAGE LANDEN FINANCIAL SERVI	1076.03	DELL MARKETING L P
1208.00	DANIEL DONNELLY LAW FIRM	500.00	ELECTION SYSTEMS & SOFTWARE, I
325.28	FEATHERLITE GRAPHICS INC	1105.95	THE FREE PRESS
264.00	HARTY MECHANICAL INC	108.80	HILTON GARDEN INN MAPLE GROVE
290.16	HOLIDAY CARS, INC.	410.77	HOLIDAY FORD, LINC, MERC
600.00	DR LINDERMAN	176.00	LOWE'S HEATING AND AIR CONDITI
504.24	MARTIN BROS	1670.00	MAYER FUNERAL HOME
15916.00	MAYO FOUNDATION	2821.47	MINNESOTA COUNTIES COMPUTER CO
4503.72	MN DEPT EMPLOYMENT & ECONOMIC	364.43	OWATONNA PEOPLES PRESS
890.00	PLUNKETT & ASSOCIATES INC	2510.25	ROBERTS SPECIALITY COMPANY
292.05	RS EDEN INC	210.00	CAROLINA SALAZAR
142.17	SCHILLING SUPPLY COMPANY	7261.22	SCHMIDT-GOODMAN OFFICE PROD
130.00	SHERIFF FREEBORN COUNTY	249.66	ST OLAF PHARMACY
940.00	DAVID STROBEL M.D.	4157.26	SYNERGY GRAPHICS INC.
133.13	TIM'S TRANSPORT INC.	117.15	TOTAL HEALTH FITNESS & NUTRITI
618.54	VERAMARK TECHNOLOGIES INC.	310.00	WORLEIN FUNERAL HOME
	30 PAYMENTS LESS THAN \$100	1,566.62	
GENERAL FUND		\$67,084.52	* TOTAL

SOCIAL SERVICE FUND

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
	1 PAYMENTS LESS THAN \$100	41.04	
SOCIAL SERVICE FUND		\$41.04	* TOTAL

MOWER COUNTY TRANSIT-PUBLIC TRANSP.

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
4357.96	CITY OF AUSTIN		
	0 PAYMENTS LESS THAN \$100	.00	
MOWER COUNTY TRANSIT-PUBLIC TRANSP.		\$4,357.96	* TOTAL

ROAD & BRIDGE FUND

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
1033.26	ABOVE ALL CLEANING, INC	1098.43	ALBERT LEA ELECTRIC CO.
464.79	AUSTIN NEWSPAPERS, INC	391.41	CCP INDUSTRIES INC
225.00	CENTRAL VALLEY CO-OP	153.28	CINTAS FIRST AID & SAFETY
868.46	ETTERMAN ENTERPRISES	1738.03	L.R. FALK CONSTRUCTION CO.
167446.73	FLINT HILLS RESOURCES, LP	220.25	G & K SERVICES
425.14	K & K FABRICATION, INC	468.88	LAWSON PRODUCTS, INC
301.18	M-R SIGN COMPANY, INC.	928.37	MANTEK
150.00	MIDWEST DOOR INC	180.61	MISSISSIPPI WELDERS SUPPLY CO.
160.51	NAPA AUTO PARTS	11897.40	OSMUNDSON BROS. CONTRACTORS, I
258.78	PETROBLEND CORP.	104.52	PRINSCO, INC.
503.62	REED BUSINESS INFORMATION	288.55	ROAD MACHINERY & SUPPLIES CO.
355.55	RONCO ENGINEERING SALES, INC.	1704.53	SCHAEFFER MFG CO.
200.00	SHOPKO EYECARE CENTER	108.42	SMYTH COMPANIES INC

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229.00 STROUP DISTRIBUTING, INC.	486.27 SWANSTON EQUIPMENT CORPORATION
658.17 DAVE SYVERSON FREIGHTLINER	488.98 ZIEGLER, INC
6 PAYMENTS LESS THAN \$100	267.09
ROAD & BRIDGE FUND	\$193,805.21 * TOTAL
SOLID WASTE/RECYCLING FUND	
AMOUNT    VENDOR NAME	AMOUNT    VENDOR NAME
686.95 IVERSON HAULING	598.19 WASTE MANAGEMENT OF SO MINNESO
1 PAYMENTS LESS THAN \$100	27.16
SOLID WASTE/RECYCLING FUND	\$1,312.30 * TOTAL
DITCH FUND	
AMOUNT    VENDOR NAME	AMOUNT    VENDOR NAME
150.00 BUSTAD DOZING AND EXCAVATING I	335.69 HATLE DRAINAGE & CONSTRUCTION,
1303.64 ROBERT RUBLE	
0 PAYMENTS LESS THAN \$100	.00
DITCH FUND	\$1,789.33 * TOTAL
****	FINAL TOTAL..... \$268,390.36

Motion carried.

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

22 Employees, amounts vary, recognition awards totaling	\$ 880.00
for recognition of years of service pursuant to Personnel Policy B220	
Erv Schieck & Son	3700.77

Motion carried.

Mike Hanson, County Engineer, presented bid information received for project SAP 50-645-007.

Motion made by Commissioner Hillier, seconded by Commissioner Tucker to award the bid for SAP 50-645-007 to the low bidder Rochester Sand & Gravel with a low bid of \$243,649.05 and have the project commence. Motion carried. Full bid abstract on file in the office of the County Auditor-Treasurer and County Engineer.

Mike Hanson, County Engineer, presented bid information received for project SAP 50-608-024.

Motion made by Commissioner Tucker, seconded by Commissioner Lang to award the bid for SAP 50-608-024 to the low bidder Rochester Sand & Gravel with a low bid of \$154,517.30 and have the project commence. Motion carried. Full bid abstract on file in the office of the County Auditor-Treasurer and County Engineer.

Motion made by Commissioner Hillier, seconded by Commissioner Lang to amend the 2008 Highway Department budget for projects SAP 50-608-024 and SAP 50-645-007 in the approximate amount of \$400,000. Motion carried.

Mike Hanson, County Engineer, presented bid information received for the Shooting Star Trail project S.P. 50-090-003.

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Motion made by Commissioner Tucker, seconded by Commissioner Hillier to award the bid for S.P. 050-090-003 to the low bidder Rochester Sand & Gravel with a low bid of \$682,480.65 subject to final agreement approvals from the State and have the project commence after the State approvals have been received. Motion carried. Full bid abstract on file in the office of the County Auditor-Treasurer and County Engineer.

Motion by Commissioner Tucker, seconded by Commissioner Lang to approve final payments on bridge projects as follows:

SAP 50-599-103	Swenke Co., Inc.	\$ 3,017.65
SAP 50-599-109	Swenke Co., Inc.	\$ 6,445.40
SAP 50-599-110	Swenke Co., Inc.	\$ 4,860.73
CP 50-07-10	Landwehr Construction	\$ 29,000.02

Motion carried.

The Board received a partnership proposal for LIDAR funding which determines ground elevations from airplanes. The proposed partnership with the County would include Mower and Freeborn counties' SWCD, Shell Rock River Watershed District, Turtle Creek Watershed District, Cedar River Watershed District and Freeborn County.

Motion made by Commissioner Hillier, seconded by Commissioner Tucker to allocate \$16,673.50 from the land records fund for the LIDAR project and authorize the chair and coordinator to sign the agreement with the Minnesota Department of Natural Resources. Motion carried.

Motion by Commissioner Tucker, seconded by Commissioner Hillier to adjourn the meeting at 11:15 a.m. until September 10, 2008 at 10:00 a.m. Motion carried.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

**BY:** \_\_\_\_\_  
**Chairperson**

**Attest:**

**By:** \_\_\_\_\_  
**Clerk/Coordinator**

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