

SPECIAL SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

April 14, 2009

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session April 14, 2009 at 8:30 a.m. at the Courthouse in Austin, Minnesota.

Members present, viz: Raymond Tucker, Vice-Chair
 David Hiller, Chair Pro Temp
 Dick Lang
 Tim Gabrielson
 Craig Oscarson, County Coordinator
Members absent: Dave Tollefson

GENERAL:

Chair Tucker turned gavel over to Vice Chair Hillier to run today's meeting.

Overview of director's report.

Commissioner Lang moved and Commissioner Tucker seconded to approve increasing the Rule 25 Assessment Fees. Motion carried.

Commissioner Tucker moved and Commissioner Gabrielson seconded to approve local recertification for Quality Case Management to provide ARMHS in Mower County.

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

Commissioner Tucker moved and Commissioner Lang seconded to approve the Social Service Actions.

INCOME MAINTENANCE ACTIONS:

Commissioner Gabrielson moved and Commissioner Lang seconded to approve the Income Maintenance Actions.

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

GENERAL FUND

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
929.30	ADAMS DRUG	1754.28	AMERICAN SOLUTIONS FOR BUSINES
6616.94	AUSTIN MEDICAL CENTER ATTN:CAS	185.12	BEAR GRAPHICS, INC
189.97	BIG K 3578	954.00	BROCK WHITE CO LLC
471.00	BUDGET OIL CO	881.82	CARDINAL HEALTH
152.68	CARE EXPRESS PRODUCTS INC	1624.90	CEDAR VALLEY SERVICES, INC
434.00	ALETA CHRISTOPHERSON	102.24	CITY CAR WASH INC

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853.74 DALCO	239.60 DASH MEDICAL GLOVES INC.
282.23 DE LAGE LANDEN FINANCIAL SERVI	2786.31 DELL MARKETING L P
4183.95 DANIEL DONNELLY LAW FIRM	1113.79 EMERGENCY AUTOMOTIVE TECHNOLOG
450.00 ENFORCERS PUBLIC SAFETY SUPPLY	2519.00 EVANS PRINTING AND PUBLISHING,
493.29 FOX ELECTRIC COMPANY, INC	240.00 NYIGEELLO GON
100.00 GRANDVIEW LODGE	135.00 HARTY MECHANICAL INC
296.76 HD SUPPLY FACILITIES MAINTENAN	176.84 HOLIDAY INN ST CLOUD
107.00 BARBARA HOVDE	679.28 IKON OFFICE SOLUTIONS
626.36 J & K WINONA	194.48 JOHN HENRY FOSTER MN INC
5692.80 JONES, HAUGH & SMITH, INC.	178.20 JOURNEYWORKS PUBLISHING
125.00 MARGARET KIRCHNER	1140.00 EVAN LARSON
1105.92 LASER PRODUCT TECHNOLOGIES	112.50 DR LINDERMAN
190.89 MANTRONICS MAILING MACHINES	163.26 MARTIN BROS
154.50 MEDTOX DIAGNOSTICS INC	1254.00 MELCHERT HUBERT SJODIN
189.57 MIDTOWN TOWING	145.00 MINNESOTA CORRECTIONS ASSOCIAT
2241.09 MINNESOTA COUNTIES COMPUTER CO	131.62 MINNESOTA ELEVATOR, INC
220.00 MOAPPP	480.60 NAPA AUTO PARTS
233.25 NARTEC, INC.	705.00 GARY OFSTEDAHL
2812.60 PARAGON PRINTING & MAILING INC	195.97 PRESTO-X-COMPANY INC
246.00 RICHARDSON LAW OFFICE	270.00 CAROLINA SALAZAR
316.97 SCHILLING SUPPLY COMPANY	1118.25 SERVICEMASTER CLEAN
130.00 SHERIFF FREEBORN COUNTY	144.40 SHERIFF LACROSSE COUNTY, WISCO
26972.72 SHERIFF MITCHELL COUNTY	488.19 SHERIFF OLMSTED COUNTY
199.69 SMYTH COMPANIES INC	120.48 STAPLES CREDIT PLAN
164.71 STAPLES CREDIT PLAN ON LINE	630.00 CJIS STATE OF MINN
146.45 STERLING DRUG	116.37 TOTAL HEALTH FITNESS & NUTRITI
16224.99 UNIV OF MINN EXTENSION	494.49 WELLS FARGO FINANCIAL LEASING
3912.12 WEST GROUP	
36 PAYMENTS LESS THAN \$100	1,460.27
GENERAL FUND	\$100,401.75 * TOTAL

VISITATION CENTER		AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
11000.00	PARENTING RESOURCE CENTER, INC				
	0 PAYMENTS LESS THAN \$100			.00	
	VISITATION CENTER			\$11,000.00	* TOTAL

SOCIAL SERVICE FUND		AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
193.31	CEDAR VALLEY SERVICES, INC			3085.32	PARAGON PRINTING & MAILING INC
	0 PAYMENTS LESS THAN \$100			.00	
	SOCIAL SERVICE FUND			\$3,278.63	* TOTAL

ROAD & BRIDGE FUND		AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
1033.26	ABOVE ALL CLEANING, INC			463.34	AUTO GLASS CENTER, INC
313.11	AUTO VALUE AUSTIN			3052.50	WALLACE BUSTAD
489.63	C S S			498.05	CATCO PARTS AND SERVICE
905.34	CONTINENTAL RESEARCH CORP.			674.61	DAVE'S PLUMBING & HEATING INC
293.94	DEXTER LP, INC			1210.00	ERICKSON ENGINEERING
19007.00	FALKSTONE LLC			141.60	G & K SERVICES
4050.04	JONES, HAUGH & SMITH, INC.			792.17	METAL CULVERTS, INC.
133.34	MIDWEST DIESEL SALES & SERVICE			650.00	OSMUNDSON BROTHERS
102.05	PARAGON PRINTING & MAILING INC			1333.95	PETROBLEND CORP.
233.15	PRO LINE, INC			182.40	PROLINE DIST., INC
827.51	RONCO ENGINEERING SALES, INC.			251.96	SHOPKO EYECARE CENTER
1559.64	DAVE SYVERSON FREIGHTLINER			179.25	TERMINAL SUPPLY CO.
119.95	ULVEN'S ACE HARDWARE			169.56	YOUNG'S WELDING, INC.
	17 PAYMENTS LESS THAN \$100			782.13	
	ROAD & BRIDGE FUND			\$39,449.48	* TOTAL

SOLID WASTE/RECYCLING FUND		AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME

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525.00 WALLACE BUSTAD	5449.05 IVERSON HAULING
101.50 THE LIGHTING CONNECTION	325.00 WASECA COUNTY RECYCLING
5 PAYMENTS LESS THAN \$100	143.87
SOLID WASTE/RECYCLING FUND	\$6,544.42 * TOTAL
BUILDING FUND	
AMOUNT VENDOR NAME	AMOUNT VENDOR NAME
110.25 ADAMS RIZZI & SWEEN PA TRUST A	900.00 BUSTAD DOZING AND EXCAVATING I
470.50 JONES, HAUGH & SMITH, INC.	
0 PAYMENTS LESS THAN \$100	.00
BUILDING FUND	\$1,480.75 * TOTAL
DITCH FUND	
AMOUNT VENDOR NAME	AMOUNT VENDOR NAME
2806.28 MOWER COUNTY SOIL & WATER CONS	364.00 RINKE-NOONAN
0 PAYMENTS LESS THAN \$100	.00
DITCH FUND	\$3,170.28 * TOTAL
****	****
FINAL TOTAL.....	\$165,325.31

Motion made by Commissioner Gabrielson, seconded by Commissioner Lang to amend Personnel Policy D100 Sick Leave by amending the language in the last paragraph and adding an example as follows:

Upon retirement, employees with **sick leave balances in excess** ~~a minimum~~ of 960 hours of sick leave shall receive a "cash credit bank" to use only to pay retiree health insurance premiums. The "cash credit bank" is calculated at 25% of hours in excess of 960 hours but less than **to a maximum of 1600 hours shall be paid 25% of the difference** at the employee rate of pay upon retirement. **This will be paid with their final paycheck.**

Sick Leave Severance Examples:

- a. Employee has 900 hours at retirement.
Not eligible for benefit.

- b. Employee has 1200 hours at retirement.
1200
-960
240 x .25 = 60 eligible hours

- c. Employee has 1600 hours at retirement.
1600
-960
640 x .25 = 160 eligible hours

- d. Employee has 1700 hours at retirement.
1700 (over cap)
-960
640 (maximum allowed) x .25 = 160 eligible hours

Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Lang to amend Personnel Policy D200 Rest Breaks by amending the language as follows:

Rest breaks provide employees with an opportunity for relief periods during the workday. Rest breaks are considered time worked and are not a guaranteed right, but a privilege.

Each employee is allowed a maximum of one fifteen (15) minute rest break during any work period of four hours or more. Rest breaks cannot be banked for use at a later time. Employees may not leave work early because they "worked through" a break **or be "combined" to extend an unpaid lunch period.**

Supervisors have the responsibility to see that rest breaks are scheduled so that service to the public is not interrupted. Supervisors are also responsible to see that rest breaks do not exceed fifteen (15) minutes ~~between leaving and returning to the workstation~~ **which includes the time required to get to and from a rest period area.**

If the work day exceeds 8 hours, rest periods are usually scheduled at the rate of one break for each four hours of work.

Lunch:

Lunch breaks of at least 30 minutes but no more than 60 minutes are required and unpaid. A mid-day break for lunch helps ensure a safe working environment and a more productive workforce.

Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Lang to approve the Medical Reserve Corps Capacity Building Award between the National Association of County and City Health Officials and the County of Mower in the amount of \$10,000 for the purpose of building the capacity of a local Medical Reserve Corps of Mower County. Motion carried.

Margene Gunderson, Director of Public Health Nursing, provided a 2008 annual program activity summary.

Motion made by Commissioner Gabrielson, seconded by Commissioner Lang to recess the County Board at 10:14 a.m. until 11:00 a.m. to convene as the County Ditch Board. Motion carried.

The Board reconvened at 10:57 a.m.

Bruce Underdahl, Minnesota Counties Insurance Trust, provided an annual insurance update.

Motion by Commissioner Lang, seconded by Commissioner Tucker to adjourn the meeting at 11:18 a.m. until April 28, 2009 at 8:30 a.m. Motion carried.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____
Chairperson

Attest:
By: _____
Clerk/Coordinator

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