

SPECIAL SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

September 22, 2009

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session September 22, 2009 at 8:30 a.m. at the Courthouse in Austin, Minnesota.

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

Member Absent: Tim Gabrielson

Prior to the Board meeting thirty-seven Mower County employees were recognized for 10, 15, 20, 25, 30, 35 and 40 years of service at a breakfast followed by a presentation of certificates.

GENERAL:

Introduction of new employee: Laura Speltz – Office Support Assistant - Receptionist

Overview of director's report and Strategic Planning.

Mark Miller, Regional Contract Manager.

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

- a. Whispering Pines Ranch Assisted Living – renew contract for Home & Community Based Services, effective July 1, 2009 to June 30, 2011.

Motion carried.

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.

Date: September 22, 2009

Res. #48-09

RESOLUTION

On motion of Commissioner Tucker, seconded by Commissioner Lang, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held September 22, 2009 at the Courthouse, Austin, Minnesota.

WHEREAS, the Director of Human Services for Mower County had advised that all Social Service case actions are in conformance with State, Federal and County laws, rules, regulations and policies,

BE IT RESOLVED, That all Social Service case openings, closings, placements, and licensing actions, as documented in the Mower County Human Services Office, on office listings for licensing action, case records, social service case plans, purchase of services abstract, payment authorizations, and payment records for the period September 1, 2009 through September 30, 2009 are hereby approved.

WHEREAS, the Director of Human Services for Mower County had advised that all Personnel Actions are in conformance with State and Federal law, Minnesota Merit System Rules, existing labor agreements, and Personnel Policies and Practices,

BE IT RESOLVED, That all Personnel Actions for the month of September 2009 for employees of the Department of Human Services as documented in the Department on proposed Personnel Action Listings, personnel abstracts, payroll reports, and Personnel Action Forms, are hereby approved.

WHEREAS the Director of Human Services for Mower County has been advised that all Social Service and Income Claims against Mower County submitted for payment in the month of September 2009 have been reviewed and are eligible for payment pursuant to all applicable rules, regulations, laws, and policies,

BE IT RESOLVED, That all bills, as listed on the listing of bills and claims against Social Services and Income Maintenance Funds and Warrant Registers, shall be approved as valid claims against the County of Mower and are hereby approved for payments.

The Commissioners voted as follows: Dave Tollefson aye, David Hillier aye, Ray Tucker aye, Tim Gabrielson aye, and Richard Lang aye. Passed and approved this 22nd day of September, 2009.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Date: September 22, 2009

Res. #49-09

RESOLUTION

On motion of Commissioner Hillier, seconded by Commissioner Tucker, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held September 22, 2009 at the Courthouse, Austin, Minnesota.

WHEREAS, the Director of Human Services for Mower County had advised that all Income Maintenance case actions are in conformance with State, Federal and County laws, rules, regulations and policies,

BE IT RESOLVED, That all Income Maintenance case actions or approval, denial, suspension, reinstatement, closing, increased and decreased maintenance and denial as documented on the Maxis State computer system for the period September 1, 2009 through September 30, 2009 are hereby approved.

BE IT FURTHER RESOLVED, That all assistance payments issued during the month of September 2009 are hereby approved.

BE IT FURTHER RESOLVED, That all bills and claims against the Income Maintenance Programs, as cited in the Abstract of Payment Records in the Mower County Human Services Department, are hereby approved for payment.

BE IT FURTHER RESOLVED, That all personnel actions for the month of September 2009 for employees of the Department of Human Services as documented in the Department Payroll Reports and Personnel Action Reports, are hereby approved.

BE IT RESOLVED, That all refunds received during the month of September 2009 as listed on the Report of Refunds and Cancellation, are hereby acknowledged as received.

The Commissioners voted as follows: Dave Tollefson aye, David Hillier aye, Ray Tucker aye, Tim Gabrielson aye, and Richard Lang aye. Passed and approved this 22nd day of September, 2009.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Motion made by Commissioner Hillier, seconded by Commissioner Tucker to amend Personnel Policy B130 Recruitment and Selection by adding the following bolded language in the "External Recruitment" section:

2. External Recruitment: In situations where a larger pool of candidates is desired, the Human Resource Director or designee shall conduct external recruitment.

Announcement of positions shall be placed in all newspapers, trade magazines or other recruitment vehicles determined necessary by the Human Resource Director for a period of time necessary to attract sufficient interested parties, usually one week. In some cases the advertisement may be expanded to two (2) weeks or more.

EXCEPTION: In the event a position is created through a grant, other temporary position or a position needed to be filled due to an emergency the position can be filled through direct recruitment rather than advertisement.

Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Lang to approve the employee's request dated September 8, 2009 for a 60 day leave of absence effective August 27, 2009 through October 26, 2009. Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Lang to authorize the Human Resource Director, in accordance with personnel policies, to fill the full-time, temporary (from on or about 10-1-09 through 9-30-11), grant-funded position of Assistant Attorney at Grade 13, Step 6 for the duration of the temporary assignment. Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Tucker to authorize the Human Resource Director to fill the .75 FTE temporary (from on or about 10-1-09 through 9-30-11), grant-funded position of Legal Assistant in the Attorney's department according to union contract and personnel policies. Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Lang to eliminate the position of Office Support Specialist, Sr. in the Environmental Services department on the date the current employee transfers to Correctional Services and to create the position of Environmental Support Assistant, Grade 7, and authorize Human Resources to post and fill the new position. Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Tucker to approve up to 40 hours per week of additional clerical support in the Environmental Services department effective October 1 through December 31, 2009 to assist in the Water Lab elimination transition, general clerical support and the electronic filing project. The Human Resource Director is to contact existing part-time Local 9 employees prior to utilizing an outside employee. Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Tucker to amend the 2009 Environmental Services budget for optical disk and copier equipment in the amount of \$20,000 from the reserve contingency budget. Motion carried.

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Motion made by Commissioner Hillier, seconded by Commissioner Lang to approve the minutes of September 8, 2009. Motion carried.

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
270.35	ADAMS DRUG	9765.91	AUSTIN MEDICAL CENTER ATTN:CAS
172.11	AUTO VALUE AUSTIN	366.65	AUTONATION
609.09	BIG K 3578	125.00	BJORKKLUND COMPENSATION CONSULT
398.00	BUDGET OIL CO	194.79	RICHARD BURCH
2496.04	CARDINAL HEALTH	339.81	CITY OF AUSTIN
175.78	CLUBHOUSE HOTEL	105.88	CMI INC.
1575.88	DANIEL DONNELLY LAW FIRM	4869.45	DTI
284.90	EMERGENCY AUTOMOTIVE TECHNOLOG	307.69	FLEET SERVICES
737.10	FREEBORN COUNTY ADULT DETENTIO	2835.38	GOLD CROSS AMBULANCE SERVICE M
2110.50	HARTY MECHANICAL INC	150.00	HEALTH CARE EDUCATION AND TRAI
1029.01	IKON OFFICE SOLUTIONS	8423.11	INDEPENDENT EMERGENCY SERVICES
251.87	J & K OFFICE PRODUCTS	2390.00	JONES,HAUGH & SMITH, INC.
437.80	KUEHN MOTOR CO., INC	800.00	EVAN LARSON
253.09	LASER PRODUCT TECHNOLOGIES	206.98	MARSHALL MEDICAL SYSTEMS & EQU
450.00	MAYER FUNERAL HOME	107.20	MAYO CLINIC
275.00	MINN STATE BAR ASSOCIATION	120.00	MN DEPT OF HEALTH
3035.60	MN OFFICE OF ENTERPRISE TECHN	183.74	NAPA AUTO PARTS
750.00	NATIONAL LAW ENFORCEMENT TRAIN	310.94	POST BULLETIN COMPANY
486.03	PUBLIC SAFETY CENTER INC.	183.00	RADIOLOGISTS OF NORTH IOWA PC
100.00	RICHARDSON LAW OFFICE	189.25	ROBERTS SPECIALTY COMPANY
180.00	CAROLINA SALAZAR	132.86	SCHILLING SUPPLY COMPANY
132.31	SMYTH COMPANIES INC	192.74	STAPLES CREDIT PLAN
296.66	SUGAR LAKE LODGE	304.80	TINY'S BODY SHOP
352.51	WELLS FARGO FINANCIAL LEASING	650.31	WEST GROUP
105.31	WHITWATER WIRELESS,INC ROCHES		
	20 PAYMENTS LESS THAN \$100	975.71	
		\$51,196.14	* TOTAL

GENERAL FUND

SOCIAL SERVICE FUND

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
3919.50	HARTY MECHANICAL INC		
	1 PAYMENTS LESS THAN \$100	25.35	
		\$3,944.85	* TOTAL

SOCIAL SERVICE FUND

ROAD & BRIDGE FUND

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
1036.90	ABOVE ALL CLEANING, INC	357.82	AUTO VALUE AUSTIN
800.00	BUSTAD DOZING AND EXCAVATING I	101.31	CINTAS FIRST AID & SAFETY
1432.40	DIAMOND MOWERS, INC.	2025.00	ERICKSON ENGINEERING
1020.00	EROSION WORKS	414.53	ETTERMAN ENTERPRISES
177.02	L.R. FALK CONSTRUCTION CO.	342.00	FREEBORN COUNTY CO-OPERATIVE O
250.20	G & K SERVICES	10204.67	HANCOCK CONCRETE PRODUCTS CO,
330.80	HANSON TIRE OF AUSTIN INC	1047.38	HANSON TIRE SERVICE INC.
288.85	HSBC BUSINESS SOLUTIONS	3581.50	JONES,HAUGH & SMITH, INC.
108.15	KESTNER ELECTRIC, INC.	306.13	LASER PRODUCT TECHNOLOGIES INC
210.00	MENTEL EXCAVATING	166.64	MIDWEST DIESEL SALES & SERVICE
268.22	MISSISSIPPI WELDERS SUPPLY CO.	124.94	NAPA AUTO PARTS
1949.07	OSMUNDSON BROS. CONTRACTORS, I	2106.10	PETROBLEND CORP.
418.94	PROLINE DIST., INC	361.62	REED BUSINESS INFORMATION
1263.29	RONCO ENGINEERING SALES, INC.	572.83	SHERWIN WILLIAMS COMPANY
136.27	SMYTH COMPANIES INC	4576.00	SOUTHERN MINNESOTA MASONRY
190.17	STAPLES CREDIT PLAN	1808.82	DAVE SYVERSON FREIGHTLINER
1870.82	ZIEGLER, INC		

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

11 PAYMENTS LESS THAN \$100	402.81	
ROAD & BRIDGE FUND		\$40,251.20 * TOTAL
SOLID WASTE/RECYCLING FUND		
AMOUNT VENDOR NAME		AMOUNT VENDOR NAME
26736.27 CEDAR VALLEY SERVICES, INC		5667.88 IVERSON HAULING
446.00 KRUEGER TRANSPORTATION		655.92 WASTE MANAGEMENT OF SO MINNESO
2 PAYMENTS LESS THAN \$100		67.85
SOLID WASTE/RECYCLING FUND		\$33,573.92 * TOTAL
SEWER IMPROVEMENT LOANS/ I.S.T.S		
AMOUNT VENDOR NAME		AMOUNT VENDOR NAME
5486.00 MINN DEPT OF AGRICULTURE		
0 PAYMENTS LESS THAN \$100		.00
SEWER IMPROVEMENT LOANS/ I.S.T.S		\$5,486.00 * TOTAL
BUILDING FUND		
AMOUNT VENDOR NAME		AMOUNT VENDOR NAME
661.50 ADAMS, RIZZI AND SWEEN		5000.00 VERZIEG CONSULTING & MGMNT.SER
0 PAYMENTS LESS THAN \$100		.00
BUILDING FUND		\$5,661.50 * TOTAL
DITCH FUND		
AMOUNT VENDOR NAME		AMOUNT VENDOR NAME
10041.65 FREEBORN CONSTRUCTION, INC.		200.00 RINKE-NOONAN
135.00 LOREN SPINLER		
0 PAYMENTS LESS THAN \$100		.00
DITCH FUND		\$10,376.65 * TOTAL
****	FINAL TOTAL.....	\$150,490.26 ****

Motion carried.

Motion made by Commissioner Lang, seconded by Commissioner Tucker to approve the following additional Commissioners' warrants for immediate payment:

Verzieg Consulting	\$ 5,000.00
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Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Lang to officially terminate the agreement between Mower County and Freeborn County for boarding Mower County inmates at the Freeborn County jail. Mower County received verbal notification from Freeborn County on or about July 10, 2009 that Freeborn County will no longer accept Mower County inmates due to a lack of bed availability. The agreement is terminated effective July 15, 2009. Motion carried.

Motion made by Commissioner Lang, seconded by Commissioner Tucker to amend Resolution #01-09 adopted by the Board on January 6, 2009 with an increase to the Historical Society appropriation and a decrease to the Ag Society appropriation by \$2850.00 (prorated to year end) to adjust for the change in responsibility of the utilities, lawn care and snow removal for the Historical Society properties from the Ag Society to the Historical Society. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Hillier to approve the application of Deer Creek Speedway for a fireworks/pyrotechnic special effects display on September 26, 2009. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Lang to authorize the Chair to sign the Recovery Act Justice Assistance Grant for the PreTrial Diversion Program subject to the County Attorney's review. Motion carried.

The Board recessed at 10:07 a.m. and reconvened at 10:19 a.m.

George Eilertson, Northland Securities, reviewed a summary of preliminary terms regarding the Austin HRA's request to reissue \$6 million in bonds for the Chauncey Apartments from a current Lease Revenue Bond to a General Obligation Bond under the County's bonding. Jim Hurm and Sherri Detloff were also present representing the Austin HRA and Chauncey Apartments. A discussion followed concerning risk to the county, Chauncey occupancy rates, amount of reserves to be held, term length, Austin possible change in demographics, etc.

Motion made by Commissioner Hillier, seconded by Commissioner Lang to table the request of the Austin HRA to September 29, 2009 at 10:00 a.m. when the full board will be present. Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Lang to approve the Mower County Mass Dispensing Plan. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Hillier to approve the Mower County Pandemic Influenza Operations Plan. Motion carried.

Motion made by Commissioner Lang, seconded by Commissioner Tucker to approve the Mower County General Security Plan and Guidance document. Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Tucker to accept the Grant Agreement for MPCA County Feedlot Program 2008 Performance Credit Allocations between Mower County and the Minnesota Board of Water and Soil Resources effective April 1, 2009 to June 30, 2010. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Lang to authorize Angie Knish, Environmental Services Director, to send a letter of interest for funding through the SE MN Water Resources Board to continue nitrate testing. Motion carried.

Mike Hanson, County Engineer, presented bid information received for project SAP 50-599-118, for a precast concrete box installation 50K09 in Red Rock Township.

Motion made by Commissioner Hillier, seconded by Commissioner Lang to award the bid for SAP 50-599-118 to the low bidder Midwest Contracting, LLC with a low bid of \$178,673 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 50-599-120, precast concrete box installation 50K11 in Frankford Township.

Motion made by Commissioner Tucker, seconded by Commissioner Lang to award the bid for SAP 50-599-120 to the low bidder Swenke Co., Inc. with a low bid of \$187,790.50 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 Lang, seconded by Commissioner Hillier to set the project letting date to October 26, 2009 at 1:00 p.m. at the office of the County Highway Department and awarded at the County Board of Commissioner's meeting for County project to fill and grade the Robbins Block. Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Tucker to set the project letting date to October 26, 2009 at 1:00 p.m. at the office of the County Highway Department and awarded at the County Board of Commissioner's meeting for County project for edgeline drain tile construction on CSAH 22. Motion carried.

Motion by Commissioner Lang, seconded by Commissioner Tucker to approve final payment to Rochester Sand & Gravel, Inc. in the amount of \$3,093.86 for CP 50-08-11. Motion carried.

Motion by Commissioner Lang, seconded by Commissioner Tucker to adjourn the meeting at 11:29 a.m. until September 29, 2009 at 10:00 a.m. Motion carried.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____
Chairperson

Attest:

By: _____
Clerk/Coordinator

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