

SPECIAL SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

October 27, 2009

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session October 27, 2009 at 8:30 a.m. at the Courthouse in Austin, Minnesota.

All members present, viz: Dave Tollefson, Chair
 Raymond Tucker
 David Hillier (9:00 a.m.)
 Dick Lang
 Tim Gabrielson
 Craig Oscarson, County Coordinator

GENERAL:

Overview of director's report.

Commissioner Hillier arrived at 9:00 a.m.

Telecommuter Report.

Discussion on funding for the Parenting Resource Center & Seibel Visitation Center.

Commissioner Lang moved and Commissioner Gabrielson seconded to approve the Memorandum of Understanding between Mower County and Southeastern Minnesota Area Agency on Aging. Motion carried.

Commissioner Hillier moved and Commissioner Tucker seconded to authorize the director to sign the Memorandum of Understanding for the Regional Contract Manager Position, effective January 1, 2010 to December 31, 2010. Motion carried.

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

- a. Lutheran Social Services – renew contract for Home & Community Based Waiver Services, effective September 1, 2009 to June 30, 2011.
- b. Wapiti Meadows CT&S – renew contract for MFIP & DWP Services, effective January 1, 2010 to December 31, 2010.
- c. Workforce Development, Inc. - renew contract for MFIP & DWP Services, effective January 1, 2010 to December 31, 2010.

Motion carried.

Commissioner Tucker 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: October 27, 2009

Res. #50-09

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 October 27, 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 October 1, 2009 through October 31, 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 October 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 October 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 27th day of October, 2009.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Date: October 27, 2009

Res. #51-09

RESOLUTION

On motion of Commissioner Gabrielson, seconded by Commissioner Lang, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held October 27, 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 October 1, 2009 through October 31, 2009 are hereby approved.

BE IT FURTHER RESOLVED, That all assistance payments issued during the month of October 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 October 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 October 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 27th day of October, 2009.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Mike Hanson, County Engineer, presented bid information received for project CP 50-09-10.

Motion made by Commissioner Tucker, seconded by Commissioner Gabrielson to award the bid for CP 50-09-10 to fill and grade the Robbins block to the low bidder Hansen Hauling with a low bid of \$62,420.81 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 50-622-003.

Motion made by Commissioner Hillier, seconded by Commissioner Lang to award the bid for SAP 50-622-003 to the low bidder Traxler Construction with a low bid of \$78,979.32 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 Gabrielson to amend Personnel Policy C110 Drug and Alcohol Policy by amending the first paragraph under "Testing" as follows:

Testing:

Individuals who have been offered employment with the County **Sheriff's Department** ~~or who have been promoted from within, may~~ **shall** be required to undergo drug testing. Such testing will be conducted in accordance with Minnesota Statutes 181.950.957 (1987), the Minnesota Drug and Alcohol Testing in the Workplace Act.

Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Gabrielson to amend the Mower County Employment Application by adding language indicating that Mower County does pre-employment drug testing in the Sheriff's Department and for DOT in the Highway Department. Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Lang to authorize the Human Resource Director to fill two full-time jailer positions according to union contract and personnel policies. Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Lang to authorize the Human Resource Director to fill a temporary, grant funded .6 FTE public health nursing position for the SHIP program. Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Lang to authorize the Human Resource Director to fill a temporary, grant funded .6 FTE (up to 24 hours per week) Office Support Assistant position in Public Health for the PHER program. Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Gabrielson to amend Mower County Personnel Policy D110 Vacation Policy and D115 Paid Time Off to amend the cash-out option for each policy as follows:

Amend Policy D110 – Vacation Policy by amending the cash-out language in the section entitled “Accrual” as follows:

An employee may cash-out not less than 10 hours but no more than ~~25~~ **120** hours of vacation hours with the following stipulations:

- a) the Employee must maintain a minimum of 152 hours in their vacation bank;
- b) the employee must make written application for the cash-out option to Payroll ~~during~~ **by the first week third Friday** of November. The requested cash-out amount will be paid with the first December payroll. The cash-out rate will be paid at the hourly rate the employee was earning at the time of the payout.

and also amending the vacation cash-out request form at the end of the policy to reflect the same.

Amend Policy D115 – Paid Time Off (PTO) by amending the cash-out language in the section entitled “Accrual” as follows:

An employee may cash-out not less than 10 hours but no more than ~~25~~ **120** hours of PTO hours with the following stipulations:

- a) the Employee must maintain a minimum of 152 hours in their PTO bank;
- b) the employee must make written application for the cash-out option to Payroll ~~during~~ **by the first week third Friday** of November. The requested cash-out amount will be paid with the first December payroll. The cash-out rate will be paid at the hourly rate the employee was earning at the time of the payout.

and also amending the PTO cash-out request form at the end of the policy to reflect the same.

Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Hillier to approve Justice Center Change Order (RFI #90) for the geothermal piping in the amount of \$9,296.00. Motion carried.

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Motion made by Commissioner Tucker, seconded by Commissioner Hillier to refer a proposed ordinance to allow mini trucks on County roads to the Ordinance Committee for a recommendation. Motion carried.

Motion made by Commissioner Hillier, seconded by Commissioner Gabrielson to refer a proposed social host ordinance to the Ordinance Committee for a recommendation. Motion carried.

Motion made by Commissioner Lang, seconded by Commissioner Gabrielson to approve the "Perinatal Hepatitis B (\$500 per event) and Immunization Practice Improvement (\$400 per event) Agreement" between the Minnesota Department of Health and Mower County Community Health Services effective January 1, 2010 through December 31, 2010. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Hillier to approve the "Child and Teen Checkup Administrative Services Contract" between the Minnesota Department of Human Services and Mower County Community Health Services effective January 1, 2010 through December 31, 2010. Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Lang to approve the minutes of October 6 and October 13, 2009. Motion carried.

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

GENERAL FUND

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
745.51	ADAMS DRUG	1223.00	AUSTIN MEDICAL CENTER ATTN:CAS
416.73	BIG K 3578	375.00	BJORKLUND COMPENSATION CONSULT
421.60	BOB BARKER COMPANY INC.	430.00	JOHN BOL
139.00	RICHARD BURCH	500.00	CHILDREN'S HOSPITALS & CLINICS
414.00	ALETA CHRISTOPHERSON	339.81	CITY OF AUSTIN
117.22	CULLIGAN OF AUSTIN	3871.12	DELL MARKETING L P
210.00	DILIGENT SERVICE NETWORK	3251.88	DANIEL DONNELLY LAW FIRM
4946.35	DTI	1344.77	FEATHERLITE GRAPHICS INC
156.00	FIRSTLAB INC.	240.00	NYIGELO GON
213.41	HASLER MAILING SYSTEMS	261.58	HD SUPPLY FACILITIES MAINTENAN
297.21	HYVEE ACCOUNTS RECEIVABLE	271.97	INTOXIMETERS, INC
283.00	KIKER BROS., INC	518.15	LANGUAGE LINE SERVICES
400.00	EVAN LARSON	459.49	LASER PRODUCT TECHNOLOGIES
225.00	DR LINDERMAN	275.74	LTRS LLC
480.10	LYNN PEAVEY CO	407.73	MARTIN BROS
250.00	MCA	628.45	METRO SALES, INC.
1129.67	MID AMERICA BUSINESS SYSTEMS	370.60	MITCHELL COUNTY REGIONAL HEALT
2160.00	MN DEPT EMPLOYMENT & ECONOMIC	2069.57	MN OFFICE OF ENTERPRISE TECHNO
5400.00	NATIONAL BUSINESS SYSTEMS INC	3055.07	NORTHLAND BUSINESS SYSTEMS
164.90	M.J. O'CONNOR, INC.	680.00	RIVERSIDE PSYCHOLOGICAL SERVIC
440.00	ROBERTS SPECIALTY COMPANY	4127.41	RS EDEN INC
491.64	RUTTIGERS BAY LAKE LODGE	195.00	CAROLINA SALAZAR
2838.56	SCHILLING SUPPLY COMPANY	183.96	SCHMIDT-GOODMAN OFFICE PROD
226.95	SHOPKO PHARMACY	747.31	STAPLES CREDIT PLAN
105.00	STEELE COUNTY DETENTION CENTER	700.00	STERLING SOLUTIONS, INC
330.04	TRIPLE J DISPOSAL, INC.	198.55	UNIFORMS UNLIMITED INC
2735.37	WEST GROUP	115.79	WHITEWATER WIRELESS, INC ROCHES
	19 PAYMENTS LESS THAN \$100	1,013.39	
GENERAL FUND		\$53,592.60	* TOTAL

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

SOCIAL SERVICE FUND

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
172.97	METAL SERVICES OF BLOOMING PRA		
	3 PAYMENTS LESS THAN \$100	100.37	
	SOCIAL SERVICE FUND	\$273.34	* TOTAL

ROAD & BRIDGE FUND

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
122.91	A.E.S., INC.	520.70	ADVANCE AUTO PARTS
255.75	APACHE GROUP	206.16	AUTO VALUE AUSTIN
723.66	CATCO PARTS AND SERVICE	1895.00	CHOSEN VALLEY TESTING, INC
371.33	CINTAS FIRST AID & SAFETY	3384.33	COMMISSIONER OF TRANSPORTATION
423.23	DEXTER LP, INC	582.04	DIAMOND MOWERS, INC.
330.00	ERICKSON ENGINEERING	784.00	ETTERMAN ENTERPRISES
2042.04	FIRESTONE TIRE & SERVICE CENTE	165.92	G & K SERVICES
1449.53	HANSON TIRE OF AUSTIN INC	306.00	HOVERSTEN, JOHNSON, BECKMANN & H
450.00	LAKE SUPERIOR COLLEGE - SPO	302.51	M-R SIGN COMPANY, INC.
1177.69	MC NEILUS STEEL, INC.	1477.28	METEORLOGIX, LLC
554.51	MISSISSIPPI WELDERS SUPPLY CO.	140.00	MN FALL MAINTENANCE EXPO
150.04	NAPA AUTO PARTS	27548.22	NORTH AMERICAN SALT CO
794.00	OMNI ENVIRONMENTAL, INC	254.31	PROLINE DIST., INC
489.96	RADISSON SUITE HOTEL	118.08	REED BUSINESS INFORMATION
218.56	RHOMAR INDUSTRIES, INC.	2361.38	RONCO ENGINEERING SALES, INC.
121.00	SCHILLING SUPPLY COMPANY	4815.00	WINTER EQUIPMENT COMPANY, INC
9704.82	YAGGY COLBY ASSOCIATES INC	9950.90	ZIEGLER, INC
	8 PAYMENTS LESS THAN \$100	385.92	
	ROAD & BRIDGE FUND	\$74,576.78	* TOTAL

SOLID WASTE/RECYCLING FUND

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
28110.94	CEDAR VALLEY SERVICES, INC	5638.41	IVERSON HAULING
168.00	KAUS RADIO	338.25	KRUEGER TRANSPORTATION
1169.89	WASTE MANAGEMENT OF SO MINNESO		
	4 PAYMENTS LESS THAN \$100	74.01	
	SOLID WASTE/RECYCLING FUND	\$35,499.50	* TOTAL

BUILDING FUND

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
1009.97	DAMEL CORPORATION	1568.21	DAVE'S PLUMBING & HEATING INC
2030.35	DICK PEDERSEN & SON ELECTRIC L	250.00	LEGENDS CONCRETE INC
125.46	REED BUSINESS INFORMATION	3476.00	SOUTHERN MINNESOTA MASONRY
	1 PAYMENTS LESS THAN \$100	9.08	
	BUILDING FUND	\$8,469.07	* TOTAL

TAX COLLECTIONS FUND

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
127.58	DOUG GROH		
	0 PAYMENTS LESS THAN \$100	.00	
	TAX COLLECTIONS FUND	\$127.58	* TOTAL
****	FINAL TOTAL.....	\$172,538.87	****

Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Hillier to amend the October 13, 2009 Post Retirement Health Care Savings Plan motion revising the salary contribution for employees with a salary over \$74,000 from two percent to zero percent.

Motion carried.

Date: October 27, 2009

Res. #52-09

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 October 27, 2009 at the Courthouse, Austin, Minnesota.

WHEREAS, on October 27, 2009 the Root River Antique Historical Power Assn., Inc. presented a request for a Minnesota Lawful Gambling License for gambling to be conducted at the Root River Antique Historical Power Assn., Inc. on July 18, 2010.

BE IT RESOLVED THAT, the Mower County Board of Commissioners do hereby approve the issuance of a Minnesota Lawful Gambling License to Root River Antique Historical Power Assn., Inc. for gambling at Root River Antique Historical Power Assn., Inc. on July 18, 2010.

Passed and adopted this 27th day of October, 2009.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Date: October 27, 2009

Res. #53-09

RESOLUTION

On motion of Commissioner Gabrielson, seconded by Commissioner Lang, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held October 27, 2009 at the Courthouse, Austin, Minnesota.

WHEREAS, on October 27, 2009 the Community Charities of Minnesota presented a request for a Minnesota Lawful Gambling License for gambling to be conducted at Echo Lanes.

BE IT RESOLVED THAT, the Mower County Board of Commissioners do hereby approve the issuance of a Minnesota Lawful Gambling License to Community Charities of Minnesota for gambling at Echo Lanes.

Passed and adopted this 27th day of October, 2009.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Motion made by Commissioner Gabrielson, seconded by Commissioner Hillier to approve a Memorandum of Understanding with each Collective Bargaining units to replace the current 100/300 (Single/Family) deductible Comprehensive Major Medical base plan with a 300/900 (SF) deductible Comprehensive Major Medical plan effective January 1, 2010. Motion carried.

Motion made by Commissioner Lang, seconded by Commissioner Hillier to designate Craig Oscarson and alternate Commissioner Gabrielson as the MCIT 2009 annual meeting voting delegates. Motion carried.

Motion by Commissioner Gabrielson, seconded by Commissioner Tucker to adjourn the meeting at 11:18 a.m. until November 3, 2009 at 1:00 p.m. Motion carried.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____
Chairperson

Attest:

By: _____
Clerk/Coordinator

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