

SPECIAL SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

May 17, 2011

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session May 17, 2011 at 8:30 a.m. at the Government Center in Austin, Minnesota.

All members present, viz: Tim Gabrielson, Chair
 Mike Ankeny
 Raymond Tucker
 Jerry Reinartz
 Tony Bennett
 Craig Oscarson, County Coordinator

Mary Lang, Financial Assistance Specialist, was recognized for retirement with 19 years of service with Mower County.

Overview of director's report.

Update of Human Services regional redesign.

Overview presentation on Mower County Human Services.

Commissioner Bennett moved and Commissioner Ankeny seconded to approve payment of an invoice from October 2010. Motion carried.

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

- a. Julie Skinness – approve agreement for Group Residential Housing Services, effective March 17, 2011 to June 30, 2012.

Motion carried.

Commissioner Ankeny moved and Commissioner Bennett 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: May 17, 2011

Res. #30-11

RESOLUTION

On motion of Commissioner Ankeny, seconded by Commissioner Bennett, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held May 17, 2011 at the Government Center, 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 May 1, 2011 through May 31, 2011 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 May 2011 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 May 2011 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: Mike Ankeny aye, Tony Bennett aye, Tim Gabrielson aye, Jerry Reinartz aye, and Ray Tucker aye. Passed and approved this 17th day of May, 2011.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Date: May 17, 2011

Res. #31-11

RESOLUTION

On motion of Commissioner Tucker, seconded by Commissioner Reinartz, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held May 17, 2011 at the Government Center, 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 May 1, 2011 through May 31, 2011 are hereby approved.

BE IT FURTHER RESOLVED, That all assistance payments issued during the month of May 2011 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 May 2011 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 May 2011 as listed on the Report of Refunds and Cancellation, are hereby acknowledged as received.

The Commissioners voted as follows: Mike Ankeny aye, Tony Bennett aye, Tim Gabrielson aye, Jerry Reinartz aye, and Ray Tucker aye. Passed and approved this 17th day of May, 2011.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

The Board recessed at 9:50 a.m. and reconvened at 10:10 a.m.

Jennifer Simpson, Human Resources Director, on behalf of the Personnel Committee, reviewed for the Board the proposed Voluntary Early Retirement Incentive Program including eligibility requirements and exclusions. The purpose of the program is for potential budget savings over time as long-term employees at the top of the pay scale retire and are replaced by newer employees at the bottom of the pay scale.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett to adopt the Voluntary Early Retirement Incentive Program effective June 1, 2011 through July 15, 2011 for retirements between June 15, 2011 and August 31, 2011. Details of the program available in the office of the County Coordinator.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett to approve the request of the Payroll/Benefits Coordinator a one-time extension to continue to accrue Paid Time Off (PTO) beyond the maximum level with the understanding that the balance must be reduced below the maximum accrual level by March 31, 2012 by usage or sellback. Motion carried.

The Personnel Committee has studied the recommendation made by the Finance Committee in December 2010 in regards to staff reductions.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett to eliminate the currently vacant half-time (.5 FTE) clerical position in the Auditor-Treasurer's Office effective immediately. Motion carried.

The Auditor-Treasurer presented a list of tax-forfeited properties for the County Board to review and to set the basic sale prices for each parcel and to authorize the properties for public sale. In addition, the Auditor-Treasurer requested that three of the parcels be held from public sale and held for possible sale to the Housing and Redevelopment Authority (HRA).

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett to set the basic sale prices for the following tax forfeited parcels as indicated but to hold the properties from public sale at this time for the HRA's consideration of purchase:

Parcel No.	Basic Sale Price
34.365.2650	\$ 4,966.42
34.105.0520	15,000.00
34.600.1080	4,000.00

Motion carried.

Motion made by Commissioner Reinartz, seconded by Commissioner Ankeny to reject the proposed Lease Renewal agreement with the United States Postal Service for the Lansing Post Office. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Reinartz to waive the special assessment of \$60,076.45 on parcel 19.022.0011. Motion carried.

Date: May 17, 2011

Res. #32-11

**RESOLUTION
AUTHORIZING AND FIXING TERMS OF SALE
OF TAX-FORFEITED PROPERTIES**

On motion of Commissioner Ankeny, seconded by Commissioner Reinartz, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held May 17, 2011 at the Government Center, Austin, Minnesota.

NOW, THEREFORE, BE IT RESOLVED that the basic sale of each parcel included in the Auditor-Treasurer's List #1-2011, which is on file in the office of the Mower County Auditor-Treasurer, is hereby approved, and authorization for a public sale of this land pursuant to M.S. 282.01 is now granted.

BE IT FURTHER RESOLVED that said public sale will held on June 6, 2011, at 10:00 a.m. by the Mower County Auditor-Treasurer in the Commissioner's Room of the Mower County Courthouse at Austin, Minnesota, for not less than the basic sale price – plus any special assessments authorized between now and the actual sale of the property, and that the terms of sale shall be full payment in cash.

Passed and approved this 17th day of May, 2011.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Mike Hanson, County Engineer, presented bid information received for project SAP 50-602-030 and SAP 50-636-005.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz to award the bid for the CSAH 2 road project (SAP 50-602-030 and SAP 50-636-005) to the low bidder Rud Excavating with a low bid of \$1,535,980.91 and have the project commence. Motion carried. Full bid abstract on file in the office of the County Auditor-Treasurer and County Engineer.

Date: May 17, 2011

Res. #33-11

RESOLUTION

On motion of Commissioner Tucker, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held May 17, 2011 at the Government Center, Austin, Minnesota.

IT IS RESOLVED that Mower County enter into Mn/DOT Agreement No. 98752 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the County to the State of the County's share of the costs of bridge painting construction to be performed on Bridge No. 7091 located on County State Aid Highway No. 6 over the Cedar River west of the City of Lyle, and on Bridge No. 7148 located on County State Aid Highway No. 14 over the Upper Iowa River in the City of LeRoy, and on Bridge No. 7232 located on County State Aid Highway No. 28 over the Cedar River south of the City of Austin under State Project no. 8504-9045B.

IT IS FURTHER RESOLVED that the County Coordinator and the County Engineer are authorized to execute the Agreement and any amendments to the Agreement.

Passed and approved this 17th day of May, 2011.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz to amend the 2011 Highway budget for receipt of State Aid Funds in the amount of \$70,000 for bridge projects included in Resolution #33-11. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Reinartz to approve the minutes of May 3, 2011. Motion carried.

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

GENERAL FUND			
AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
360.16	A+ PRINTING	8917.74	ADVANCED CORRECTIONAL HEALTHCA
368.25	ALBERT LEA TRIBUNE	110.00	ALICIA NICHOLS LSW
450.00	MARK APPLEN	952.00	AUSTIN GED TEST CENTER
576.00	AUSTIN MEDICAL CENTER ATTN:CAS	421.75	AUSTIN NEWSPAPERS, INC

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

2500.00 AUSTIN PARK & RECREATION	20959.96 AUSTIN PUBLIC SCHOOLS
249.65 BOB BARKER COMPANY INC.	1115.00 BREEZY POINT RESORT
2523.22 CDW GOVERNMENT INC	1199.89 CEDAR VALLEY SERVICES, INC
188.10 CITY CAR WASH INC	660.24 DALCO
5281.32 DELL MARKETING L P	145.00 DILIGENT SERVICE NETWORK
15370.50 ELECTION SYSTEMS & SOFTWARE, I	1780.13 EMERGENCY AUTOMOTIVE TECHNOLOG
419.71 FARM & HOME PUBLISHERS	119.85 FIRSTLAB INC.
203.99 GALLS INC.	161.00 GARCIA CLINICAL LABORATORY
120.00 GLOBAL PROTECTION CORP	160.00 NYIGEELO GON
106.32 GRAINGER	129.00 HERRICK IRRIGATION
159.97 HOLIDAY CARS, INC.	615.79 HYVEE
215.03 IKON FINANCIAL SERVICES	1881.93 INNOVATIVE OFFICE SOLUTIONS,LL
1127.84 INSIGHT MEDIA	384.75 INTOXIMETERS, INC
650.00 JONES,HAUGH & SMITH, INC.	139.91 LANGUAGE LINE SERVICES
345.87 LASER PRODUCT TECHNOLOGIES	810.00 MACPO
2200.00 MANATRON INC	1500.00 MAYO CLINIC MRL
1282.72 MAYO CLINIC ROCHESTER	670.00 MELCHERT HUBERT SJODIN
728.15 METRO SALES, INC.	216.95 MIDTOWN TOWING
141.87 MINNESOTA ELEVATOR, INC	207.57 MN ATTORNEY GENERAL'S OFFICE
2065.00 MN OFFICE OF ENTERPRISE TECHN	6714.00 MOWER COUNTY SENIOR CENTER
11691.50 MOWER COUNTY SOIL & WATER CONS	2500.00 MPOWER TECHNOLOGIES INC
499.00 NATIONAL EMERGENCY NUMBER ASSN	3227.44 ORBITCOM
1948.60 PARAGON PRINTING & MAILING INC	124.22 PLUNKETT'S PEST CONTROL
7712.61 POLICE CENTRAL INC.	902.50 POST BULLETIN COMPANY
4276.89 RATWIK,ROSZAK & MALONEY,ATTY	258.00 RIVERLAND COMMUNITY COLLEGE-AL
670.00 ROBERTS SPECIALTY COMPANY	204.12 SACRED HEART SCHOOL
243.44 SAFELITE FULFILLMENT INC	224.31 SCHILLING SUPPLY COMPANY
282.00 SE MN ORAL & MAXILLOFACIAL SUR	1179.90 SERVICEMASTER CLEAN
147.30 SMYTH COMPANIES INC	2968.00 STEELE COUNTY DETENTION CENTER
958.75 KATHY STUTZMAN	2233.33 TURNKEY CORRECTIONS
556.41 UNIFORMS UNLIMITED INC	6000.00 UNITED WAY OF MOWER COUNTY
277.76 WASTE MANAGEMENT OF SO MINNESO	144.28 WELLS FARGO FINANCIAL LEASING
2519.85 WEST GROUP	123.96 WHITEWATER WIRELESS,INC ROCHE
250.00 WORLEIN FUNERAL HOME	
43 PAYMENTS LESS THAN \$100	2,132.78
GENERAL FUND	\$141,863.08 * TOTAL
SOCIAL SERVICE FUND	
AMOUNT VENDOR NAME	AMOUNT VENDOR NAME
1809.87 CDW GOVERNMENT INC	600.00 CHARTER COMMUNICATIONS
130.03 FOX ELECTRIC COMPANY,INC	3007.03 PARAGON PRINTING & MAILING INC
2 PAYMENTS LESS THAN \$100	80.09
SOCIAL SERVICE FUND	\$5,627.02 * TOTAL
ROAD & BRIDGE FUND	
AMOUNT VENDOR NAME	AMOUNT VENDOR NAME
1036.90 ABOVE ALL CLEANING, INC	1032.00 AMERICAN RED CROSS-MINNESOTA
157.42 AUTO VALUE AUSTIN	205.20 BROCK WHITE CO LLC
251.67 C S S	152.01 CATCO PARTS AND SERVICE
227.57 CCP INDUSTRIES INC	312.49 CINTAS FAS LOCKBOX 636525
799.14 CONTINENTAL RESEARCH CORP.	632.72 CRAGUN'S
167.26 DAMEL CORPORATION	219.40 DAVE'S PLUMBING & HEATING INC
4242.46 DELL MARKETING L P	371.92 DIAMOND RIDGE PRINTING
2957.50 ERICKSON ENGINEERING CO., LLC	434.54 ETTERMAN ENTERPRISES
1609.92 FALCON RME	394.75 L.R. FALK CONSTRUCTION CO.
321.27 G & K SERVICES	255.80 GILSON COMPANY, INC.
1346.62 HANCOCK CONCRETE PRODUCTS, LLC	827.26 HANSON TIRE SERVICE INC.
1305.79 HIGH FOREST BOBCAT SERVICE LLC	101.98 HOLIDAY FORD, LINC, MERC
1310.82 HOPE HAVEN INC	346.24 CONVEYORS, HOSE
237.28 INNOVATIVE OFFICE SOLUTIONS,LL	352.05 JLS DISTRIBUTING, INC
3310.00 JONES,HAUGH & SMITH, INC.	304.45 L & M BOILER SYSTEMS, INC.
417.99 LAWSON PRODUCTS, INC	18687.44 LHB INC
240.25 MISSISSIPPI WELDERS SUPPLY CO.	350.83 NAPA AUTO PARTS
1000.50 PETROBLEND CORP.	614.77 PROLINE DIST., INC
280.30 ROAD MACHINERY & SUPPLIES CO.	683.24 RONCO ENGINEERING SALES, INC.

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

2166.25 SCHAEFFER MFG CO.	227.64 3M
6 PAYMENTS LESS THAN \$100	368.07
ROAD & BRIDGE FUND	\$50,261.71 * TOTAL
SOLID WASTE/RECYCLING FUND	
AMOUNT VENDOR NAME	AMOUNT VENDOR NAME
398.00 AUSTIN NEWSPAPERS, INC	530.57 BLI LIGHTING SPECIALISTS
32821.72 CEDAR VALLEY SERVICES, INC	499.74 FOX ELECTRIC COMPANY, INC
6875.56 IVERSON HAULING	395.00 KRUEGER TRANSPORTATION
716.41 WASTE MANAGEMENT OF SO MINNESO	
4 PAYMENTS LESS THAN \$100	94.38
SOLID WASTE/RECYCLING FUND	\$42,331.38 * TOTAL
DITCH FUND	
AMOUNT VENDOR NAME	AMOUNT VENDOR NAME
1976.86 BUSTAD DOZING AND EXCAVATING I	2146.12 MOWER COUNTY SOIL & WATER CONS
0 PAYMENTS LESS THAN \$100	.00
DITCH FUND	\$4,122.98 * TOTAL
****	\$244,206.17 ****
FINAL TOTAL.....	

Motion carried.

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

Dick Pedersen & Son Electric \$ 4,144.30

Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Ankeny to approve the Early Hearing Detection and Intervention and Birth Defects agreement between the Minnesota Department of Health and Mower County Community Health Services through December 31, 2013. Motion carried.

Motion by Commissioner Ankeny, seconded by Commissioner Bennett to adjourn the meeting at 12:07 p.m. until June 6, 2011 at 1:00 p.m. Motion carried.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____ Chairperson

Attest:

By: _____ Clerk/Coordinator

INDEX

A

adjourn, 112
award bid
 SAP 50-602-030
 Rud Excavating, 109
 SAP 50-636-005
 Rud Excavating, 109

B

budget amendment
 highway
 bridge painting state funds, 110

C

clerical position
 .5 FTE vacant position eliminated, 107

D

destruction of files, 104

E

Early Hearing Detection and Intervention and Birth
 Defects agreement, 112

L

late claim for payment, 104
Lease Renewal agreement
 Lansing Post Office -- REJECT, 108

M

minutes 5-3-11, 110

P

Paid Time Off (PTO) extension for Payroll/Benefits
 Coordinator, 107
Purchase of Service Agreements
 Group Residential Housing
 Julie Skinness, 104

R

Res. #30-11 Social Service Cases, 104
Res. #31-11 Income Maintenance Cases, 106
Res. #32-11 Authorizing and Fixing Terms of Sale of
 Tax-forfeited Properties, 108
Res. #33-11 MnDOT Agreement No. 98752 for bridge
 painting, 110
retirement recognition
 Mary Lang, 104

T

tax forfeited properties – 19.022.0011
 waive special assessment, 108
tax forfeited properties - 3 select parcels
 hold from sale - HRA consideration, 107
 set basic sale price, 107

V

Voluntary Early Retirement Incentive Program, 107

W

warrants
 Commissioner, 110
 Commissioner additional, 112