

SPECIAL SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

August 2, 2011

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session August 2, 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

Motion made by Commissioner Ankeny, seconded by Commissioner Tucker to authorize the Human Resources Director to fill the full-time position of jailer in the jail according to union contract and personnel policies and any subsequent vacancies as a result of union postings. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett to authorize the Human Resources Director to fill the full-time position of deputy in the sheriff's department according to union contract and personnel policies and any subsequent vacancies as a result of union postings. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett to combine the offices of County Engineer and Environmental Services into one department to be named Public Works effective immediately unless otherwise specified in the components of the merger outlined below:

1. The position title of Highway Engineer shall be revised to the Public Works Director and this position shall be responsible for all departmental functions of the highway department and environmental services.
2. The position title of Environmental Services Director shall be revised to Environmental Services Supervisor and this position will report directly to the Public Works Director. Under the direction of the Public Works Director, this position will directly supervise all functions of Environmental Services including both employees and contracts for services.
3. The two current Office Support Specialist Senior positions shall be merged into one new non-union position entitled Administrative Assistant and will report directly to the Public Works Director effective September 1, 2011.
4. Discontinue use of the Environmental Services facility for employee offices on or before October 1, 2011 and refer future uses of the facility to the building committee for review and recommendation.

5. The Environmental Services Supervisor and the Administrative Assistant shall be assigned office space in the Highway department facility effective on or before October 1, 2011.
6. The Solid Waste Officer will be relocated to office space in the recycling center on or before October 1, 2011.
7. The position of the Environmental Health Supervisor shall be eliminated effective on or before 12/31/2011 and all services currently being performed by the position shall be independently contracted out. This position will be temporarily located in the Highway Department facility until the position is phased out for contract services.

Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett to authorize the Human Resources Director to fill the full-time position of Administrative Assistant in the Public Works department according to personnel policies. Motion carried.

The Personnel Committee notes that the Highway Department has received two retirement notices; one for the current Maintenance Superintendent position and the one for the Assistant Maintenance Supervisor position. The Personnel Committee recommends replacing the two management vacancies with one position titled Highway Maintenance Supervisor that would report directly to the Highway Department Supervisor.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett to eliminate / combine the job descriptions of Maintenance Superintendent and Assistant Maintenance Supervisor into a new position and job description for Highway Maintenance Supervisor subject to the consultant's review and revisions and authorize the Human Resources Director to fill the full-time Highway Maintenance Supervisor position in accordance with the county personnel policy. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett to create a new position and job description for a UAW union / highway position titled Highway Maintenance Crew Leader subject to the consultant's revisions and authorize the Human Resources Director to fill the full-time position of Highway Maintenance Crew Leader according to union contract and personnel policies. Any subsequent job vacancies created by employees exercising union rights will need additional Board approval prior to filling any future vacancies. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Tucker to ratify the contract with LELS #74 effective January 1, 2011 through June 30, 2012 as outlined in the Tentative Agreement and the August 2011 amendment to the Tentative Agreement executed by both parties. Motion carried.

Motion made by Commissioner Bennett, seconded by Commissioner Reinartz to set a public hearing on or before September 13, 2011 to consider amending the Mower County Zoning Ordinance regarding what is allowed in the Agricultural Zone to include the Family Farm Winery and Restaurant as governed by Minnesota Statute §340A.315. Motion carried.

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Motion made by Commissioner Bennett, seconded by Commissioner Ankeny to approve the minutes of July 26, 2011. Motion carried.

Motion by Commissioner Tucker, seconded by Commissioner Reinartz to approve the following Commissioner warrants for payment:

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
105.94	JONATHAN BAXTER		
128.25	CAR NU TOWING LLC	392.53	CARDMEMBER SERVICE
3659.68	CDW GOVERNMENT, INC.	679.48	CHARTER COMMUNICATIONS
1390.00	FOX ELECTRIC COMPANY, INC	213.75	HOUSE CHEVROLET
506.72	INNOVATIVE OFFICE SOLUTIONS,LL	210.00	KAUS RADIO
385.00	KRUEGER TRANSPORTATION	509.63	LASER PRODUCT TECHNOLOGIES
4598.00	MANATRON INC	1633.99	MAYO CLINIC HEALTH SYSTEM-AUST
1879.00	METRO SALES, INC.	1695.90	MINNESOTA COUNTIES COMPUTER CO
2667.08	REGENTS OF THE UNIVERSITY OF M	767.50	SCHILLING SUPPLY COMPANY
2893.95	TURNKEY CORRECTIONS		
	13 PAYMENTS LESS THAN \$100	577.49	
****	FINAL TOTAL.....	\$24,893.89	****

The Commissioners also reviewed the non-commissioner warrants. Motion carried.

Motion by Commissioner Ankeny, seconded by Commissioner Reinartz to adjourn the meeting at 2:03 p.m. until August 9, 2011 at 8:30 a.m. Motion carried.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____
Chairperson

Attest:

By: _____
Clerk/Coordinator

INDEX

A

adjourn, 169

H

hire

- administrative assistant, 168
- deputy, 167
- Highway Maintenance Supervisor, 168
- jailer, 167
- union post Hwy Maint. Crew Leader, 168

L

LELS #74 contract ratified, 168

M

minutes

- 7-26-11, 169

N

new position

- Highway Maintenance Crew Leader, 168
- Highway Maintenance Supervisor
 - combine two existing positions (Maintenance Superintendent & Asst. Maint. Supervisor) into one new position, 168

P

public hearing

- Zoning Ordinance Amendments, 168

Public Works, 167

- discontinue use of Environmental Services facility and move staff to highway / now Public Works, 167
- eliminate Environmental Health Supervisor position on or before 12-31-11 and contract these services, 168
- Engineer becomes Public Works Director, 167
- Environmental Services Director becomes Environmental Services Supervisor under PW Director, 167
- Solid Waste Officer relocated to recycling center, 168
- two clerical positions merged into one Administrative Assistant, 167

W

warrants

- Commissioner, 169