

SPECIAL SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

October 4, 2011

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session October 4, 2011 at 1:00 p.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 Tucker, seconded by Commissioner Bennett to amend the 2011 Sheriff's budget for the purchase of three(3) radar units in the amount of \$7,706 from excess budget revenue from property sales. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Reinartz to approve an agreement with Professional Portable X-Ray, Inc. for mobile radiology services for the Mower County Jail. Motion carried.

At this point Donna Welsh, Finance Director reviewed the monthly investment report for the month ending July 31, 2011.

Motion made by Commissioner Tucker, seconded by Commissioner Bennett to approve the monthly investment report for the month ending July 31, 2011. Motion carried.

The Finance Committee reviewed the audit report findings for fiscal year 2010 with the full Board who received copies of the final audit report.

Motion made by Commissioner Tucker, seconded by Commissioner Reinartz to approve the 2010 audit report. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Ankeny to authorize the chair to submit a letter to the Office of the State Auditor requesting that Mower County retain its current authorization to have it's audits performed as private audits subject to review by the State Auditor. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett to set the non-union, active retiree and elected officials' health insurance rates effective January 1, 2012 as follows:

Plan	Employee Share of Health Insurance 2012	
	Single	Family
CMM / PPO 300/900	\$63.67 / month	\$340.50 / month
VEBA 1850/3700 (100% Plan)	\$59.25 / month	\$280.17 / month
Employer Contribution into VEBA Account	\$925 annually	\$1850 annually
VEBA 2600/5200 (80% Plan)	\$ 0 / month	\$99.67 / month
Employer Contribution into VEBA Account	\$1300 annually	\$2600 annually

Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett to approve an ADA request of a Human Service employee for a flexible schedule exception to county policy D250 and authorize and instruct the Human Resource Director and Human Services Director to develop a work schedule consistent with said request. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett to amend Personnel Policy D116 Short Term Disability by deleting all the current language and replacing it with the following new language:

**SECTION D116
SHORT TERM DISABILITY**

***Purpose.** Mower County provides eligible employees with a Short-Term Disability benefit to ensure income continuation when an employee is unable to work due to a non-work related illness or injury. For the purposes of this benefit, Mower County retains a fully-insured plan, which is funded and administered through a third-party provider.*

***Eligibility.** Eligibility is limited to employees of Mower County who are receiving accrued time off under the Paid Time Off (PTO) system and who meet the following hours worked criteria:*

1. *Employees hired prior to January 1, 2011 working 14 or more hours per week as of December 31, 2010. If an employee hired prior to January 1, 2011 is working 30 or more hours per week as of December 31, 2010 and subsequently drops below 30 hours per week after January 1, 2011, the employee will no longer be eligible for this benefit.*
2. *Employees hired after January 1, 2011 who work 30 or more hours per week.*

***Scope of Coverage.** In the event that an employee is totally or partially disabled for more than three consecutive days, he or she may be entitled to receive benefits under the Short-Term Disability plan. A general summary of the plan coverage is described below. Employees should consult with the benefit provider and/or the plan document for more specific coverage questions. For the purposes of this section, the phrase "the benefit" refers to the Short-Term Disability plan.*

1. *In the case of total disability, the benefit pays 66 2/3 percent of weekly earnings, as a nontaxable benefit to the employee, up to a maximum benefit of \$1,150 per week.*
2. *In the case of partial disability, where the employee returns to work on a partial or intermittent basis but is earning less than 80 percent of Total Weekly Earnings, the benefit described in (1.) above will be reduced so not to exceed 100 percent of an employee's pre-disability earnings.*
3. *The benefit extends for 13 weeks, which begins after the three-day elimination period is satisfied. After the expiration of short-term benefits, the employee may be eligible for additional income continuation benefits if he or she participates in the Long-Term Disability plan.*
4. *The coverage extends to recurrent disability claims that occur after an employee is actively at work for at least two consecutive weeks prior to the condition reoccurrence.*

The description of eligibility and scope of coverage in the sections above is not a guarantee that an employee will receive short-term disability benefits, as the benefit provider retains sole discretion in determining whether an illness or injury is qualified under this plan.

Benefit Continuation. *Insurance benefit continuation during Short-Term Disability will be in accordance with Federal and State leave laws and continuation provisions. In addition, employees who are on a County approved personal leave of absence will be allowed to remain on the County's insurance programs at no additional expense to them and will maintain their anniversary date and years of service benefits as if they were actively at work during their leave time.*

Employees receiving a Short-Term Disability benefit will not be eligible to accrue Paid Time Off hours during the time in which they are not working, except during the elimination period or at any other time within the leave period in which they are using their accrued benefit hours, including paid holidays described in (1.) below, to cover their time away from work. Paid Time Off accruals will be based on the combination of actual hours worked and benefit hours utilized within the pay period and not on the employee's regular full-time equivalent status prior to the leave.

Employees will receive credit for holiday hours either through compensation or through hours added to their Paid Time Off bank as specified:

- 1. If the holiday falls within the time period when or on either side of a day that a partially disabled employee is working, the employee will receive a paid holiday based on the employee's regular full-time equivalent status prior to the leave*
- 2. If the employee is fully disabled or if he or she is partially disabled and not working on either day surrounding the designated holiday, the employee will receive up to 8 hours of Paid Time Off for future use; with the exact benefit hours to depend on the employee's regular full-time equivalent status prior to the leave.*

For wage and hours purposes, the payment of Short-Term Disability will not be included within the computation of overtime hours.

Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett to accept the resignation of Amanda Mensink, Dispatcher, and authorize the Human Resource Director to fill the vacant position according to union contract and personnel policies.
Motion carried.

At this point Mike Hanson Public Works Director introduced Laurie Clendenning as the new accountant at Public Works.

Date: October 4, 2011

Res. #52-11

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 October 4, 2011 at the Courthouse, Austin, Minnesota.

WHEREAS, Mower County has determined that the following Bridge is deficient should be removed replaced:

Bridge 88957 in Section 16 of Waltham Township; and

WHEREAS, Mower County has determined that Bridge 50K19 should be constructed to replace the existing deficient bridge; and

WHEREAS, local roads play an essential role in the overall State transportation network and local bridges are the critical component of the local road system; and

WHEREAS, State support for the replacement, rehabilitation, and removal of local bridges continues to be crucial to maintaining the integrity of the local road systems and is necessary for the City, County and the Townships to proceed with the management of deficient bridges; and

WHEREAS, Mower County intends to proceed with the replacement of this bridge as soon as possible; now therefore

BE IT RESOLVED:

That Mower County commits that it will proceed with the design and contract documents for the replacement of this bridge immediately after being notified that funds are available in order to permit the work to take place.

Adopted this 4th day of October, 2011.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Mike Hanson, County Engineer, presented bid information received for projects SAP 50-601-030, SAP 50-607-034 and SAP 50-608-025.

Motion made by Commissioner Tucker, seconded by Commissioner Reinartz to award the bids to the low bidders as follows for the following projects:

SAP 50-601-030	Rud Excavating of Webster	\$139,138.58
SAP 50-607-034	Rud Excavating of Webster	\$273,513.32
SAP 50-608-025	Minnowa Construction, Inc.	\$256,341.00

and have the projects commence. Motion carried. Full bid abstract on file in the office of the County Auditor-Treasurer and County Engineer.

Motion made by Commissioner Bennett, seconded by Commissioner Reinartz to approve the Community Rating Annual Recertification and authorize the chair to sign the recertification. Motion carried.

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Motion made by Commissioner Bennett, seconded by Commissioner Tucker to approve the "Grant Agreement Related to Childhood Immunizations" between the Minnesota Department of Health and Mower County Community Health 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 Public Health Nurse in the Community Health department. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz to approve the minutes of September 6, September 13 and September 20, 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
585.00	A C S	19425.95	AAA STRIPING SERVICE COMPANY
4835.83	ACS GOVERNMENT INFORMATION SER	1057.38	ALBERT LEA SEED HOUSE, INC
112.06	AUSTIN BUILDERS SUPPLY, INC	386.84	BACHMAN PRINTING
1485.57	BOB BARKER COMPANY INC.	743.85	BROCK WHITE CO LLC
301.69	CAR CORRAL	760.45	CARDINAL HEALTH
209.76	CATCO PARTS AND SERVICE	545.50	CRAGUN CORPORATION
617.67	DALCO	102.44	DAVE'S PLUMBING & HEATING INC
135.00	DILIGENT SERVICE NETWORK	2692.17	DANIEL DONNELLY LAW FIRM
427.50	EXPRESS SERVICES INC	299.28	G & K SERVICES
1406.29	GOLD CROSS AMBULANCE SERVICE	331.98	GRAINGER
745.58	HANSON TIRE OF AUSTIN INC	1248.85	HANSON TIRE SERVICE INC.
972.81	HARTY MECHANICAL INC	554.68	HEMOCUE INC
239.36	HOLIDAY FORD, LINC, MERC	533.82	INNOVATIVE OFFICE SOLUTIONS,LL
1269.41	JERRY'S SPORT CENTER INC	3617.38	JONES,HAUGH & SMITH, INC.
295.00	KESTNER ELECTRIC, INC.	1120.00	EVAN LARSON LAW OFFICE
196.03	LAW ENFORCEMENT TARGETS INC	200.00	LYLE TOWNSHIP
602.19	MANTEK	500.00	MAYER FUNERAL HOME
1933.51	MELCHERT HUBERT SJODIN	1286.25	MINNESOTA COUNTIES INFORMATION
443.28	MISSISSIPPI WELDERS SUPPLY CO.	549.87	PETROBLEND CORP.
17181.62	PETROLEUM TRADERS CORPORATION	5553.23	POMP'S TIRE SERVICE, INC
2478.24	POST BULLETIN COMPANY LLC	150.95	POWERPLAN
938.72	PROLINE DIST., INC	16473.32	REGENTS OF THE UNIVERSITY OF M
162.00	RETAIL SERVICES	644.58	ROAD MACHINERY & SUPPLIES CO.
1213.35	ROCKMOUNT RESEARCH & ALLOYS, I	4435.28	RS EDEN INC
220.00	MR. SAM COMMUNICATIONS	318.30	SCHILLING SUPPLY COMPANY
142.55	STATE SUPPLY COMPANY INC	700.00	STERLING SOLUTIONS, INC
601.25	KATHY STUTZMAN	6337.79	DAVE SYVERSON FREIGHTLINER
464.91	TOWMASTER TRUCK EQUIPMENT	51039.00	VANGUARD APPRAISALS INC
1173.27	WASTE MANAGEMENT OF WI-MN	2111.21	WHITEWATER WIRELESS,INC ROCHES
359.65	ZEP SALES & SERVICE	1696.49	ZIEGLER, INC
226.58	1-800-RADIATOR INC		
	38 PAYMENTS LESS THAN \$100	2,031.78	
****	FINAL TOTAL.....	\$169,424.30	****

Motion carried.

Motion made by Commissioner Bennett, seconded by Commissioner Tucker to approve the maintenance agreement with MEI(Minnesota Elevators) for elevators at the Justice Center in the amount of \$200 per month. Motion carried.

Motion made by Commissioner Reinartz, seconded by Commissioner Bennett to declare as surplus property a desk, chair and credenza from the "old" Court Administration office space and donate the equipment to ISD #492. Motion carried.

Motion by Commissioner Ankeny, seconded by Commissioner Tucker to adjourn the meeting at 2:45 p.m. until October 11, 2011 at 8:30 a.m. Motion carried.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____
Chairperson

Attest:

By: _____
Clerk/Coordinator

INDEX

2

2010 audit report, 208
2011 budget amendment
 Sheriff--radar units, 208
2012 health insurance rates
 non-union, retiree, elected officials, 208

A

ADA request
 Human Services, 209
adjourn, 213
award bid
 SAP 50-601-030 Rud Excavating of Webster, 211
 SAP 50-607-034 Rud Excavating of Webster, 211
 SAP 50-608-025 Minnowa Construction, Inc., 211

C

Community Rating Annual Recertification, 211

D

Dispatcher resignation, 210

G

Grant Agreement Related to Childhood Immunizations,
 212

H

hire
 dispatcher, 210
 public health nurse, 212

L

letter to the Office of the State Auditor
 request authorization for private audits, 208

M

MEI(Minnesota Elevators)
 maintenance agreement, 212
minutes
 9-6-11, 9-13-11, 9-20-11, 212
monthly investment report
 July, 208

P

Policy D116 Short Term Disability amended, 209
Professional Portable X-Ray, Inc. agreement
 mobile radiology services -- jail, 208

R

Res. #52-11
 Bridge 88957 priority replacement, 210

S

surplus property, 213

W

warrants
 Commissioner, 212