

SPECIAL SESSION OF THE MOWER COUNTY  
BOARD OF COMMISSIONERS

October 25, 2011

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session October 25, 2011 at 8:30 a.m. at the Government Center in Austin, Minnesota.

Members present, viz:       Tim Gabrielson, Chair  
  Mike Ankeny  
  Raymond Tucker  
  Jerry Reinartz  
  Craig Oscarson, County Coordinator  
Member absent:               Tony Bennett

**GENERAL:**

Introduction of new employee. Macey Cannon – Part-time Support Enforcement Aide

Overview of director's report.

Commissioner Reinartz moved and Commissioner Ankeny seconded to approve payment of an invoice dated February of 2011 from Carrie Volstad for Guardianship Services less 25%. Motion carried.

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

- a. Cedar Branch DAC, Inc. - renew contract for Home & Community Based Waiver Services, effective July 1, 2011 to June 30, 2013.
- b. Cedar House, Inc. - renew contract for Home & Community Based Waiver Services, effective July 1, 2011 to June 30, 2013.
- c. Mower County Attorney – renew contract for Fraud Prosecution Services, effective January 1, 2012 to December 31, 2013.
- d. Mower County Sheriff – renew contract for Fraud Investigation Services, effective January 1, 2012 to December 31, 2013.
- e. Primrose - renew contract for Home & Community Based Waiver Services, effective July 1, 2011 to June 30, 2013.
- f. REM Woodvale, Inc. - renew contract for Home & Community Based Waiver Services, effective July 1, 2011 to June 30, 2013.
- g. Whispering Pines Ranch – renew contract for Home & Community Based Waiver Services, effective July 1, 2011 to June 30, 2013.

Motion carried.

Commissioner Tucker moved and Commissioner Ankeny 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 25, 2011**

**Res. #61-11**

**RESOLUTION**

On motion of Commissioner Ankeny, seconded by Commissioner Tucker, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held October 25, 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 October 1, 2011 through October 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 October 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 October 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, Tim Gabrielson aye, Jerry Reinartz aye, and Ray Tucker aye. Passed and approved this 25<sup>th</sup> day of October, 2011.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

By: \_\_\_\_\_  
Chairperson

By: \_\_\_\_\_  
Clerk/Coordinator

Date: October 25, 2011

Res. #62-11

**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 October 25, 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 October 1, 2011 through October 31, 2011 are hereby approved.

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

The Commissioners voted as follows: Mike Ankeny aye, Tim Gabrielson aye, Jerry Reinartz aye, and Ray Tucker aye. Passed and approved this 25<sup>th</sup> day of October, 2011.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

By: \_\_\_\_\_  
Chairperson

By: \_\_\_\_\_  
 Clerk/Coordinator

Richard Peterson, County Assessor, and representatives of Vanguard Appraisals provided a status update on the commercial property appraisals. The inspection phase is approximately 90% complete. The next phase will be the review and evaluation process. The project is expected to be completed about mid December.

Richard Peterson, County Assessor, reported a need to included additional information in the TNT notices to taxpayers regarding taxable market value and requested a budget amendment to include this information in the notices.

Motion made by Commissioner Reinartz, seconded by Commissioner Ankeny to amend the 2011 Assessor budget for sending out additional information in the TNT notices in an amount not to exceed \$1000. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Tucker to approve the minutes of October 4 and October 11, 2011. Motion carried.

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

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
384.50	APEX EQUIPMENT LLC	442.50	AUSTIN BUILDERS SUPPLY, INC
399.00	AUSTIN DAILY HERALD	344.00	AUSTIN FIRE AND SAFETY
619.43	AUTO VALUE AUSTIN	5392.50	B & W CONTROL SPECIALISTS INC
418.75	BLI LIGHTING SPECIALISTS	1650.50	BOE BROTHERS TILING, INC
160.90	CARE EXPRESS PRODUCTS INC	35654.17	CEDAR VALLEY SERVICES, INC
214.39	CHARTER COMMUNICATIONS	212.50	CINTAS FAS LOCKBOX 636525
350.59	CONTINENTAL RESEARCH CORP.	870.00	CU MORTGAGE SERVICES
130.71	CULLIGAN OF AUSTIN	1021.88	DALCO
133.59	DAMEL CORPORATION	119.80	DASH MEDICAL GLOVES INC.
461.59	DE LAGE LANDEN FINANCIAL SERVI	198.14	DELL MARKETING L.P.
235.00	DILIGENT SERVICE NETWORK	1771.40	DANIEL DONNELLY LAW FIRM
1326.49	EMERGENCY AUTOMOTIVE TECHNOLOG	724.55	FLEET SERVICES
598.96	FOX ELECTRIC COMPANY, INC	199.52	G & K SERVICES
388.53	GRAINGER	113.07	TERRY HANGGE
118.48	HANSON TIRE OF AUSTIN INC	403.60	HASLER MAILING SYSTEMS
170.84	CONVEYORS, HOSE	214.48	HYVEE ACCOUNTS RECEIVABLE
213.03	IKON OFFICE SOLUTIONS	777.37	INNOVATIVE OFFICE SOLUTIONS, LL
268.79	JERRY'S TIRE & SERVICE LLC	4916.30	JONES, HAUGH & SMITH, INC.
224.00	KAUS RADIO	393.25	KRUEGER TRANSPORTATION
2228.00	KWIK TRIP INC	331.35	LACAL EQUIPMENT INC
780.94	LASER PRODUCT TECHNOLOGIES	170.00	LEXISNEXIS MATTHEW BENDER
960.64	M-R SIGN COMPANY, INC.	270.00	MARK'S ELECTRONICS
5910.89	MAYO CLINIC -ROCHESTER	3543.40	MAYO CLINIC HEALTH SYSTEM-AUST
231.75	MELCHERT HUBERT SJODIN	662.00	METRO SALES, INC.
1300.00	MIDWEST CLINICAL PSYCHOLOGISTS	139.00	MINNESOTA COUNTIES INTERGOV'TA
141.87	MINNESOTA ELEVATOR, INC	1500.99	SCOTT MORGAN
315.00	MOWER COUNTY SHOPPER	3079.17	MOWER COUNTY SOIL & WATER CONS
120.00	MSCIC	1769.26	NAPA AUTO PARTS
248.00	SHAY NELSON	112.60	NORTH AMERICAN FLY & TRADING
252.77	M.J. O'CONNOR, INC.	125.92	ORS
250.00	PARENTING RESOURCE CENTER, INC	318.49	RONCO ENGINEERING SALES, INC.

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

3775.50 RS EDEN INC	120.00 S & S WATERWORKS
500.00 JOEL SCHIECK	459.79 SCHILLING SUPPLY COMPANY
222.16 SEMA EQUIPMENT INC- AUSTIN	294.71 SEMA EQUIPMENT, INC
115.04 SHOPKO	193.93 SMYTH COMPANIES INC
702.00 SOUTH CENTRAL COLLEGE	165.32 STAPLES CREDIT PLAN
510.00 MNJIS STATE OF MINN	167.70 STREICHER'S
3487.09 TURNKEY CORRECTIONS	180.95 UNIFORMS UNLIMITED INC
129.00 WASTE & RECYCLING NEWS	720.53 WASTE MANAGEMENT OF WI-MN
4544.57 WEST PAYMENT CENTER	111.00 WHELEN ENGINEERING COMPANY INC
46 PAYMENTS LESS THAN \$100	1,640.68
**** FINAL TOTAL.....	\$105,039.11 ****

Motion carried.

Kathy Oswald with her legal representative appeared before the Board. Her legal counsel presented the Board with a petition/complaint in accordance with Minn. Stat. 163.16 that Udolpho Township be required to maintain a publicly dedicated road as a township road.

Date: October 25, 2011

Res. #63-11

RESOLUTION

On motion of Commissioner Reinartz, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held October 25, 2011 at the Government Center, Austin, Minnesota.

WHEREAS, on October 25, 2011, the Mower County Board of Commissioners received a complaint pursuant to Minnesota Statute §163.16 to open and maintain township roads; and

WHEREAS, the Board determined that the complaint is in compliance with the Statute in form and has the necessary required signatures; and

WHEREAS, the Statute requires the Mower County Board to set a time and place for a hearing on the issue;

NOW THEREFORE BE IT RESOLVED THAT, the hearing shall be set for November 8, 2011 at 11:00 a.m. in the Mower County Board meeting room at 201 1<sup>st</sup> Street NE, Austin, MN.

Passed and approved this 25<sup>th</sup> day of October, 2011.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: \_\_\_\_\_  
Chairperson

By: \_\_\_\_\_  
Clerk/Coordinator

Motion made by Commissioner Tucker, seconded by Commissioner Reinartz to designate Craig Oscarson as the voting delegate for the MCIT annual meeting and Tim Gabrielson is designated that alternate voting delegate. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Ankeny to accept the resignation of Bill Buckley, Environmental Health Specialist effective October 31, 2011. Motion carried.

Motion made by Commissioner Reinartz, seconded by Commissioner Ankeny to approve a service agreement with Norm Craig for SSTS inspections and inspections relating to the SSTS inventory grant effective November 1, 2011 through December 31, 2011. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Tucker to approve the revised Joint Powers Agreement with the Minnesota Department of Public Safety for the Minnesota Internet Crimes Against Children Task Force. Motion carried.

Motion made by Commissioner Reinartz, seconded by Commissioner Tucker to approve the monthly investment report for the months ending August 31 and September 30, 2011. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Tucker to accept the resignation of Deputy Barry Reburn effective January 4, 2012 and authorize the Human Resources Director to fill the position prior to the resignation in order to allow for adequate training. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Tucker to amend the October 4, 2011 motion to fill a vacant dispatcher position with an internal candidate and allow the Human Resources Director to fill the vacant position with external advertising. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Tucker to authorize the Human Resources Director to temporarily fill a vacant Office Support Specialist, Sr. position in the office of the Auditor-Treasurer up to a 1 FTE equivalent. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz to approve the participation in a joint City/County electronic recycling event to be held on Saturday, October 29, 2011 from 9:00 a.m. to 3:00 p.m. on the Mower County Fairgrounds. Motion carried.

Bill Buckley, Environmental Health Specialist was recognized for retirement from Mower County with 37 years service.

The Board recessed at 11:15 a.m. and reconvened at 11:27 a.m.

The Building Committee provided information to the Board concerning a proposed LEC and Government Center remodel for Health and Human Services to be re-located to the Government Center. Project estimates were provided.

Motion made by Commissioner Reinartz, seconded by Commissioner Ankeny to terminate the agreement with the architectural firm DLR Group (formerly KKE Architects) and instruct the Finance Committee to prepare a report of available funding options for the LEC and Government Center remodeling project. Motion carried.

Motion by Commissioner Ankeny, seconded by Commissioner Reinartz to adjourn the meeting at 12:05 p.m. until November 1, 2011 at 1:00 p.m. Motion carried.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

**BY:** \_\_\_\_\_  
**Chairperson**

**Attest:**

**By:** \_\_\_\_\_  
**Clerk/Coordinator**

**INDEX**

**A**

adjourn, 241

**B**

budget amendment 2011  
assessor  
tnt notices, 238

**C**

City/County electronic recycling event, 240  
commercial property appraisals Update, 238

**D**

destruction of files, 236  
DLR Group (formerly KKE Architects)  
terminate agreement, 241

**H**

hire  
dispatcher (amend 10-4-11 motion), 240  
temporary office support specialist  
Aud-Treas., 240

**I**

investment report  
8-31-11, 240  
9-30-11, 240

**J**

Joint Powers Agreement revision  
MN Internet Crimes Against Children Task Force,  
240

**L**

LEC and Government Center remodel  
Finance to report on funding options, 241

**M**

MCIT annual meeting voting delegates, 240  
minutes  
10-4-11 and 10-11-11, 238

**P**

Purchase of Service Agreements  
Fraud Investigation  
Mower County Sheriff, 235  
Fraud Prosecution  
Mower County Attorney, 235  
Home & Community Based Waiver Services  
Cedar Branch DAC, 235  
Cedar House, Inc., 235  
Primrose, 235  
REM Woodvale, Inc., 235  
Whispering Pines Ranch, 235

**R**

Res. #61-11 Social Service cases, 236  
Res. #62-11 Income Maintenance cases, 237  
Res. #63-11 Set hearing on Udolpho twp road  
maintenance complaint, 239  
resignation  
Deputy, 240  
Environmental Health Specialist, 240  
retirement  
Bill Buckley, Environmental Health Specialist, 240

**S**

SSTS inventory and inspections  
service agreement  
Craig, 240

**W**

warrants  
Commissioner, 238