

**SPECIAL SESSION OF THE MOWER COUNTY  
BOARD OF COMMISSIONERS**

September 11, 2012

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session September 11, 2012 at 8:30 a.m. at the Government Center in Austin, Minnesota.

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

**HUMAN SERVICES BOARD:**

Introduction of new staff: Crystal Andresen and Paul Bartemes – Family Facilitators.  
Overview of director's report.

Commissioner Bennett moved and Commissioner Gabrielson seconded to approve the revised Family Day Care Licensing Variance Request Policy. Motion carried.

Commissioner Tucker moved and Commissioner Reinartz seconded to approve Amendment #3 to the Southeast Minnesota Chemical Dependency Pilot Project. Motion carried.

Commissioner Reinartz moved and Commissioner Gabrielson 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.

**SOCIAL SERVICE ACTIONS:**

Commissioner Bennett moved and Commissioner Tucker seconded to approve the Social Service Actions. Motion carried.

**INCOME MAINTENANCE ACTIONS:**

Commissioner Tucker moved and Commissioner Bennett seconded to approve the Income Maintenance Actions. Motion carried.

**Date: September 11, 2012**

**Res. # 59-12**

**RESOLUTION**

**Multi-County SDA Mobilize Phase of Implementation**

On a motion of Commissioner Tucker, seconded by Commissioner Gabrielson, the following resolution was approved and adopted by the Mower County Board of Commissioners at a meeting held September 11, 2012 at the Government Center, Austin, Minnesota.

WHEREAS, the state of the economy and government budgets, the current and projected changes in demographics, the complexity of human services programs, and the inadequacy of state-supported human services technology, among other factors, result in:

- A level of public funding allocated to the provision of human services that is out of alignment with the quantitative and qualitative demand for services; and
- Unsustainability of the current human services system for the foreseeable future;

WHEREAS, counties can benefit in collaborating by reducing duplication of like administrative activities without negatively affecting service capacity and by adding value through sharing the specialized knowledge and experience of staff with the result of increased, aggregate service capacity;

WHEREAS, counties have successful multi-county collaborative arrangements in place, and the evolution of technology makes effective collaboration across distances even more feasible and efficient than in the past;

WHEREAS, the state-supervised, county-administered governance framework for the delivery of human services must be restructured, and levels of administrative authority, flexibility, and responsibility must be reassessed and adjusted as necessary to innovate and implement an improved human services system; and

WHEREAS, twelve counties in southeastern Minnesota—in collaboration with the Minnesota Department of Human Services—developed a blueprint for the redesign of human services, as well as an operating model and a business case;

WHEREAS, in June and July 2012, six of the twelve counties in southeastern Minnesota declared a preliminary intent to establish a service delivery authority (hereinafter “SDA”) under Minnesota Statutes 2011, Chapter 402A, as a consortium with other participating counties in southeastern Minnesota, some with contingencies;

WHEREAS, the next step in establishing a multi-county human services delivery authority is to enter a Mobilize phase; and

WHEREAS, these factors require leadership and innovation to assure that our county is well-positioned to serve our most vulnerable citizens well into the future, as we look to improve outcomes for our clients and our communities within the resources available.

NOW THEREFORE BE IT RESOLVED that the Mower County Board of Commissioners hereby declares its intent to enter into a Mobilize phase, consisting of the first one to three months of implementation and focusing on standing up the necessary plans and infrastructure to establish a multi-county human services delivery authority with other participating counties in southeastern Minnesota.

The Mobilize phase includes the following steps:

- Allocating funding to support the Mobilize phase.
  - The cost of the Mobilize phase is estimated not to exceed \$160,000.
  - Funds would be sought from foundations and other sources.
  - The costs not funded by foundations and other sources would be allocated amongst the participating counties in proportion to their share of the total population in 2010.
- Confirming and convening a steering committee as a governance body.
  - Each participating county board would appoint up to three representatives to the steering committee, including at least one commissioner and at least one county administrator/coordinator or human services director.
  - Each participating county would have one vote.
  - The steering committee would be delegated authority to expend the funding allocated above for the purposes of this resolution, with regular and final accounting of expenditures to be provided to participating counties.
- Hiring or contracting with a project manager to manage and track the work required during this phase, with general direction from the steering committee.
- Revising the design, operating model, and business case based on the participating counties, including:
  - Organizational structure
  - Governance model
  - Funding model
  - Business case
- Establishing and confirming funding for the next Cross-Functional Detailed Design phase.
- Mobilizing program management.
- Mobilizing communications and change management approach.
- Developing plan and schedule for the next Cross-Functional Detailed Design phase.

Accordingly, Mower County Board of Commissioners hereby allocates funding for its share of the Mobilize phase, appoints Tim Gabrielson, Mower County Commissioner, Craig Oscarson, County Coordinator; and Julie Stevermer, Health & Human Services Director to serve on its behalf on the mobilize phase steering committee, and delegates expenditures authority of the allocated funding to the steering committee.

BE IT FURTHER RESOLVED that the vision for a multi-county human services delivery authority is a flexible partnership providing quality human services with great results; and the mission of the authority *is* to:

- Offer a full continuum of care with consistent high quality.
- Emphasize prevention and early intervention.
- Emphasize innovative, multi-county-wide use of a network of people and resources.
- Partner with consumers and community providers.

- Be accountable to citizens for effectiveness in care delivery and efficiency in the costs to serve.

BE IT FURTHER RESOLVED that the multi-county human services delivery authority *may*:

- Include the administration of public health duties, at the option of the participating county.

Passed and approved this 11<sup>th</sup> day of September, 2012.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

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

Motion made by Commissioner Bennett, seconded by Commissioner Reinartz to adjourn the Human Services Board meeting at 9:20 a.m. Motion carried.

**COUNTY BOARD**

The Special Session of the Board was reconvened at 9:59 a.m. for regular business items.

Motion made by Commissioner Bennett, seconded by Commissioner Tucker to authorize the Human Resources Director to fill the full-time position of Office Support Assistant /Jail Records Secretary and subsequent openings due to shifting contingent upon separation with the employee by the end of September. Motion carried.

The Sheriff, Terese Amazi, continued her presentation from the County Board meeting held on September 4, 2012 for a proposed contract with the State of Minnesota for a preliminary implementation plan and resolution for the County's possible participation to join in the ARMER system. Also for consideration was a quote from Short Elliott Hendrickson, Inc. for services to develop the preliminary implementation plan if the County proceeds. The discussion continued.

**Date: September 11, 2012**

**Res. #60-12**

**RESOLUTION  
RESOLUTION ADOPTING A PLAN FOR  
PUBLIC SAFETY COMMUNICATION WITHIN MOWER COUNTY**

On motion of Commissioner Reinartz, seconded by Commissioner Bennett, the following Resolution was passed and adopted by the Mower County Board of

Commissioners at a meeting held September 11, 2012 at the Government Center, Austin, Minnesota.

WHEREAS, it is a basic responsibility of the County to provide for the health and welfare of its citizens; and

WHEREAS, the Federal Communications Commission (FCC) has issued regulations which require the replacement of wideband Land Mobile Radio (LMR) systems operating in the Very High Frequency (VHF) and Ultra High Frequency (UHF) spectrum by January 1, 2013; and

WHEREAS, public safety agencies throughout the country, including public safety agencies within Mower County, have relied upon wideband LMR systems to provide vital public safety communications for law enforcement, fire, emergency medical services, public works, disaster response and other vital government services; and

WHEREAS, the County has worked with the Southeastern Regional Radio Board (RRB), of which it is a participating member, to complete a comprehensive assessment of public safety communication within the County; and

WHEREAS, the County has been presented with a public safety communication assessment (hereinafter "Assessment") conducted by Federal Engineering Incorporated, which included an assessment of the alternatives that exist for the County to replace the public safety communication infrastructure within the County.

NOW, THEREFORE, BE IT RESOLVED the Mower County Board of Commissioners hereby accepts the Assessment as an accurate assessment of public safety communication needs within the County and of the alternatives that reasonably exist to replace the public safety communication infrastructure within the County, and be it further;

RESOLVED, that the Mower County Board of Commissioners believes the Allied Radio Matrix for Emergency Response (ARMER) participation alternative specified in the Assessment is the most appropriate and best option for the County to replace the public safety communication infrastructure within the county, and be it further;

RESOLVED, that the Mower County Board of Commissioners urges all public safety service providers within the County to join together and seek grant funding opportunities to fund ARMER participation within the County, and be it further;

RESOLVED, that the Mower County Sheriff (hereinafter "Sheriff") is instructed to investigate the cost to migrate and participate in the ARMER public safety communication system for all county and local governments and public safety agencies located and operating within the County, and be it further;

RESOLVED, that the Sheriff is instructed to determine the extent to which the County might take advantage of grants, tax exemptions and other incentives available

through the state of Minnesota or through the United States government to offset the cost for the County to participate in the ARMER public safety communication system, and be it further;

RESOLVED, Assessment providing the basis of this action shall be submitted to the Southeastern Regional Radio Board with a recommendation that the Assessment be incorporated into the Southeastern Regional Radio Board regional public safety communication plan and that the Sheriff submit a plan for participation upon which the County Board of Commissioners might act, including a detail assessment of the costs including offsets, prior to the first day of October of this year.

Passed and approved this 11<sup>th</sup> day of September, 2012.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

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

Motion made by Commissioner Gabrielson, seconded by Commissioner Tucker to approve the Grant Contract with the Commissioner of Public Safety Division of Emergency Communication Networks effective September 1, 2012 through June 30, 2013 for funding for the development of a county participation plan for the migration to the statewide shared public safety radio system (ARMER). Motion carried.

Motion made by Commissioner Bennett, seconded by Commissioner Reinartz to approve the quote of Short Elliott Hendrickson, Inc. for assisting Mower County to create a technical design, an ARMER Participation Plan and associated work program elements for an amount not to exceed \$25,000 and subject to approval and receipt of grant funds. Motion carried.

Commissioner Gabrielson on behalf of the Finance Committee reported on the 2013 budget and levy process. The County is losing county program aid, is experiencing large increases in out of home placements, increases for CHIP's attorneys and court-ordered supervision. Last year the County used some reserves to balance the budget. To meet all needs the county would be looking at an 18% levy but the committee has been working with departments in trimming the budget. The Finance Committee is recommending the 2013 preliminary levy be set at 11.53% (\$1,837,968).

Motion made by Commissioner Gabrielson, seconded by Commissioner Reinartz to set the proposed 2013 tax levy at a 11.53% increase for a total proposed levy of \$18,127,561. The proposed budget is as follows:

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

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	General	Public Works	Human Services	Bonds	Building	Library	Insurance	Total	%Increase
Expenditures	15,963,571	17,587,237	9,450,554	2,698,170	462,830	241,039		46,403,401	
Non Tax Levy Revenue	5,835,172	14,492,095	5,856,805	201,696				26,385,768	
Co Program Aid	1,084,255	276,942	262,770		0	0		1,623,967	
Dedicated Reserve Use	131,700	300,000						431,700	
Budgeted Changes to Required Reserves	165,595							165,595	
								0	
Tax Levy Needed	9,078,039	2,518,200	3,330,979	2,496,474	462,830	241,039	0	18,127,561	11.530

Motion carried.

Motion made by Commissioner Reinartz, seconded by Commissioner Gabrielson to set the 2013 solid waste service charge at \$299,550. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Bennett to set the 2013 Budget Levy (Truth in Taxation Hearing) for December 6, 2012 at 6:00 p.m. Motion carried.

Mike Hanson, Public Works Director, presented bid information received for project SAP 050-599-128. Five bids were received.

Motion made by Commissioner Gabrielson, seconded by Commissioner Reinartz to award the bid to the low bidder Sorenson Brothers, Inc. for project SAP 050-599-128 with a low bid of \$144,867.00 and have the project commence. Motion carried. Full bid abstract on file in the office of the County Auditor-Treasurer and Public Works Director.

Mike Hanson received a tile outlet application from Curtis Krebsbach. The downstream landowner(s) needs to be notified.

Motion made by Commissioner Tucker, seconded by Commissioner Reinartz to approve a drainage / tile outlet application of Curtis Krebsbach on county right-of-way County #19 for his property in Section 36 in Windom Township subject to the application being signed by the lower landowner. Motion carried.

Motion made by Commissioner Tucker, seconded by Commissioner Bennett to approve the minutes of September 4, 2012. Motion carried.

Motion by Commissioner Bennett, seconded by Commissioner Gabrielson to approve the following Commissioner warrants for payment:

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
176.34	A.E.S., INC.	154.85	ABM EQUIPMENT & SUPPLY, LLC.
9460.83	ADVANCED CORRECTIONAL HEALTHCA	131.14	ALLIANT ENERGY
316.19	AMERICAN INSTITUTIONAL SUPPLY	7588.13	EARL ANDERSEN, INC.
396.00	ANKENY'S MINI MART #5	4625.00	APPLIED CONCEPTS INC
208.30	ATLANTIC SAFETY PRODUCTS	9948.95	AUSTIN UTILITIES
297.84	AUTO VALUE AUSTIN	5110.83	BAUDOIN OIL COMPANY

**COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA**

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11873.93 BUSTAD DOZING AND EXCAVATING I	511.16 CARDINAL HEALTH
5059.34 CARDMEMBER SERVICE	665.25 CARE EXPRESS PRODUCTS INC
2615.20 CEDAR VALLEY SERVICES, INC	2108.99 CHARTER COMMUNICATIONS
113.86 CINTAS FAS LOCKBOX 636525	28650.00 CLIFTONLARSONALLEN
561.81 CONTINENTAL RESEARCH CORP.	867.94 DALCO
673.82 DAVE'S PLUMBING & HEATING INC	349.48 DIAMOND RIDGE PRINTING
4807.47 ELECTION SYSTEMS & SOFTWARE, I	930.57 ETTERMAN ENTERPRISES
298.18 FASTENAL COMPANY	282319.06 FLINT HILLS RESOURCES, LP
1782.62 FOX ELECTRIC COMPANY, INC	246.53 THE FREE PRESS
25942.55 FREEBORN COUNTY CO-OPERATIVE O	634.93 G & K SERVICES
150.00 AFRIKA GILO	104.70 GILSON COMPANY, INC.
478.93 GRAINGER	374.33 GSDIRECT
29204.81 HANCOCK CONCRETE PRODUCTS, LLC	237.26 HANSON TIRE SERVICE INC.
110.00 HEALTH CARE EDUCATION AND TRAI	2000.00 HENNEPIN CO
513.68 HIGH FOREST BOBCAT SERVICE LLC	113.76 HOLIDAY FORD, LINC, MERC
183.20 HOLIDAY INN WILLMAR	150.00 HOVERSTEN, JOHNSON, BECKMANN & H
582.13 INNOVATIVE OFFICE SOLUTIONS, LL	300.00 SANDRA JARVIS
3206.25 JOHNSON CONSTRUCTION & TREE SE	1100.00 JONES, HAUGH & SMITH, INC.
125.65 NICK LANE	151.17 LASER PRODUCT TECHNOLOGIES
1438.20 LENWAY LAW OFFICE	175.00 MACPZA TREASURER
165.58 MANKATO CITY CENTER HOTEL	2192.61 MANPOWER
433.86 MANTEK	1032.06 MAYO CLINIC -ROCHESTER
3380.00 MAYO CLINIC HEALTH SYSTEM-AUST	23628.00 MCF - STW
1915.19 METAL CULVERTS, INC.	1125.23 METRO SALES, INC.
329.00 MINNESOTA SUPREME COURT ATTY	420.92 NAPA AUTO PARTS
1238.27 NELSON AUTO CENTER	225.00 REBECCA NICOL
1202.28 M.J. O'CONNOR, INC.	5000.43 MARSHA PAWLUK
164.47 PLUNKETT'S PEST CONTROL	362.95 QUARTERMASTER
120.00 LAURA RAMIREZ	1400.00 RAMSEY COUNTY
1651.20 REGENTS OF THE UNIVERSITY OF M	263.72 RICOH USA INC
700.00 RIVERSIDE PSYCHOLOGICAL SERVIC	179.09 ROCHESTER FORD-TOYOTA
800.00 THE RON MCGUIRE FAMILY THERAPY	150.00 S & S WATERWORKS
250.32 SCHILLING SUPPLY COMPANY	120.00 SHERIFF FILLMORE COUNTY
195.00 SHERIFF FREEBORN COUNTY	11243.98 STANLEY CONVERGENT SECURITY SO
455.00 KATHY STUTZMAN	125.00 TEENWISE MINNESOTA
2706.62 TURNKEY CORRECTIONS	430.00 VERIFIED CREDENTIALS INC
24 PAYMENTS LESS THAN \$100	1,391.26
**** FINAL TOTAL.....	\$515,123.20 ****

Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Tucker to approve the application of Deer Creek Speedway for a fireworks/pyrotechnic special effects display on September 22, 2012. Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Reinartz to adjourn the meeting at 10:41 a.m. Motion carried. The next meeting is scheduled for September 25, 2012 at 8:30 a.m.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

**Attest:**

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

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