

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

May 7, 2013

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session May 7, 2013 at 1:05 p.m. at the Government Center in Austin, Minnesota.

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

Sara Robertson and Jessica Tollefson were recognized as the May employees of the month.

The Board was introduced to Jeremy Schmidt the new Assistant Finance Director.

Commissioner Bennett reported on behalf of the Personnel Committee that the Sheriff's department had requested a part-time employee to work up to 29 hours per week to accommodate medical and vacation leaves with the department using remaining funds in personnel budget.

Motion made by Commissioner Bennett, seconded by Commissioner Gabrielson to approve a temporary increase in hours for the part-time dispatcher from 20 hours up to 29 hours per week as needed to accommodate medical and vacation leaves until the remaining funds in the budget are used or there is no longer a need. Motion carried.

The Community Health Manager has requested approval to add one full-time nurse under the MSHO (MN Senior Health Option) program.

Motion made by Commissioner Bennett, seconded by Commissioner Gabrielson to authorize the Human Resources Director to fill a full-time position of nurse for the MSHO (MN Senior Health Option) program according to union contract and personnel policies and to fill any subsequent vacancies created in filling the position and to amend the 2013 budget by increasing revenues \$59,420 and expenditures by \$48,732. Motion carried.

The Health and Human Services Director had presented to the Personnel Committee several options regarding staffing needs to implement the EDMS software project.

Motion made by Commissioner Bennett, seconded by Commissioner Glynn to hire one temporary employee to work up to 20 hours per week for up to 9 weeks pursuant to

County policy and union contract provisions and to authorize the two (2) part-time Financial Workers to increase their hours by a total of 20 hours each for the project. Motion carried.

Motion made by Commissioner Bennett seconded by Commissioner Gabrielson to pay non-essential employees for the difference in the hours they were scheduled to be present for work and the actual hours worked by reinstating PTO/Vacation hours used accordingly on Thursday, May 2, 2013. Motion carried. Personnel Policy F110 Weather Closing Policy will be further reviewed for possible amending at a later date.

Craig Oscarson, County Coordinator, reported on the status of the LEC / H&HS remodel project at the Government Center. Both the construction and the asbestos abatement are within budget.

Mr. Oscarson also reported on the Redesign Service Delivery Authority planning progress. The contribution formula has been finalized and the board was provided with a copy for their review as well as a copy of a report by the steering committee for risk identification.

Motion made by Commissioner Bennett, seconded by Commissioner Glynn to approve the minutes of April 23, 2013. Motion carried.

A letter has been received from the Hormel Foundation indicating their approval of \$275,000 to assist in the construction of a new grandstand at the fairgrounds with two conditions in order to maximize their contribution:

- 1) That the Mower County Board of Commissioners work with the Fair Board to attract and host additional activities at the fairgrounds so as to increase the use of the facility; and
- 2) That the Mower County Board of Commissioners work with the Fair Board to create a report documenting the efforts to attract those additional activities and will provide that report to the Foundation each January 2014, 2015 and 2016.

Motion made by Commissioner Gabrielson, seconded by Commissioner Glynn to authorize the chair to respond to the Hormel Foundation thanking them for their \$275,000 contribution to the grandstand construction project and accepting the conditions outlined in their letter to the Board dated April 19, 2013. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Bennett to waive the statutory 30-day notice and comment period for the Tax Increment Financing District No. 1-3 for the City of Lyle. Motion carried.

Motion made by Commissioner Bennett, seconded by Commissioner Gabrielson to approve the application of Daniel Evans / Evans Printing & Publishing for a duplicate warrant in the amount of \$1,141.89 for previous warrant #75289 without bond or surety. Motion carried.

The Board recessed at 1:44 p.m. and reconvened at 1:57 p.m.

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

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Commissioner Reinartz had received an appeal from Brian Larson regarding the board's decision of March 26, 2013 to deny Mr. Larson's application for abatement of penalty and interest. Mr. Larson was present at the meeting as well as Doug Groh, County Auditor-Treasurer. Both individuals made statements to the Board concerning Mr. Larson's payment of taxes which were due and payable on October 15, 2013. A discussion followed.

Motion made by Commissioner Gabrielson, seconded by Commissioner Bennett to deny Mr. Larson's appeal of the board's action on March 26, 2013 which denied Mr. Larson's application of tax abatement. Motion carried.

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

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
8996.83	ADVANCED CORRECTIONAL HEALTHCA	259.00	ADVANTAGE TAPE ADVERTISING, INC
10115.00	ANGSTROM ANALYTICAL INC	172.80	ANKENY'S MINI MART #5
255.00	MARK APPLEN	430.66	AUSTIN DAILY HERALD
253.00	AUSTIN HOUSING & REDEVELOPMENT	33593.23	AUSTIN UTILITIES
2956.18	CARDMEMBER SERVICE	3491.02	CHARTER COMMUNICATIONS
268.65	CITY CAR WASH INC	250.00	CLASEN-JORDAN MORTUARY
651.94	CMP ATTACHMENTS LLC	289.86	CULLIGAN OF AUSTIN
1807.99	DALCO	1079.87	DELL MARKETING L P
14916.00	DEPARTMENT OF CORRECTIONS	2148.38	DANIEL DONNELLY LAW FIRM
135.50	ECHO LANES INC.	963.75	EMERGENCY AUTOMOTIVE TECHNOLOG
667.97	ENDRES WINDOW CLEANING, INC.	72679.75	ENVIRONMENTAL PLANT SERVICE
334.53	FINITI	6327.48	FREEBORN COUNTY CO-OPERATIVE O
442.68	GRAINGER	1040.48	HARTY MECHANICAL INC
275.18	INNOVATIVE OFFICE SOLUTIONS,LL	192.38	INTOXIMETERS, INC
300.00	SANDRA JARVIS	928.30	KANE & JOHNSON ARCHITECTS INC
416.50	KRUEGER TRANSPORTATION	2838.88	EVAN LARSON LAW OFFICE
862.78	LASER PRODUCT TECHNOLOGIES	480.00	PAUL LENOCH
1155.00	MACPO	1529.00	MARK OWENS RESIDENTIAL DESIGN
1550.00	MAYO CLINIC -ROCHESTER	161.39	MEDICAL DISPOSAL SYSTEMS INC
569.05	METRO SALES, INC.	351.95	MINNESOTA SUPPLY COMPANY
490.00	MOWER COUNTY SHOPPER	1777.50	MOWER COUNTY SOIL & WATER CONS
1769.45	MSPACE INC	121.81	HEIDI OLSON
5437.85	PARAGON PRINTING & MAILING INC	10937.69	PARENTING RESOURCE CENTER DBA
4472.85	MARSHA PAWLUK	224.04	PLUNKETT'S PEST CONTROL
526.82	RICOH USA INC	239.70	S&W HEALTHCARE CORPORATION
228.58	SCHILLING SUPPLY COMPANY	715.00	SCHMIDT-GOODMAN OFFICE PROD
521.00	DR. SCHMITT	3075.24	SCHOOL DISTRICT 492
130.00	SHERIFF FREEBORN COUNTY	170.00	SHERIFF OLMSTED COUNTY
167.98	SHRED-IT USA MINNEAPOLIS	524.84	SMYTH COMPANIES INC
3040.00	DAVID STROBEL M.D.	1167.51	SHAW SWEEN
3865.40	TASER INTERNATIONAL	2015.76	UNIFORMS UNLIMITED INC
318.59	WASTE MANAGEMENT OF WI-MN	585.68	Y WASTE REMOVAL INC
2783.88	180 DEGREES INC	1096.94	4IMPRINT
	19 PAYMENTS LESS THAN \$100	1,081.87	
****	FINAL TOTAL.....	\$223,623.94	****

Motion carried.

The Board recessed at 2:40 p.m. and reconvened at 2:48 p.m.

Mike Hanson, Public Works Director, presented bid information received for project SAP 050-706-005. The project is in the City of Adams and there is a recommended

agreement similar to the Rose Creek Agreement for outlining the responsibilities and cost sharing of the County and the City with regard to the project within the City of Adams.

Motion made by Commissioner Glynn, seconded by Commissioner Gabrielson to award the bid to the low bidder Ulland Brothers, Inc. for project SAP 050-706-005 with a bid of \$432,251.60 and authorize the chair and the coordinator to execute the cost share / responsibility agreement with the City of Adams and have the project commence. Motion carried. Full bid abstract on file in the office of the County Auditor-Treasurer and Public Works Director.

Commissioner Glynn requested that the Mower County Highway Department Driveway/Entrance Policy be reviewed for possible amendment in reference to the relocation of drives for safety reasons. A discussion followed.

Motion made by Commissioner Glynn, seconded by Commissioner Gabrielson to amend the Mower County Highway Department Driveway/Entrance policy by adding the following language to the last sentence in the section entitled "Scope":

A new, relocated, or widened driveway will be allowed if and only if the applicant is willing to pay the entire cost of the installation ***unless the new, relocated or widened driveway is required for public safety reasons as determined by the Public Works Director which in these cases the cost shall be borne by the County.***

Motion carried.

Angie Knish, Environmental Services Supervisor, provided to the Board the Planning Commission's and Board of Adjustment's recommendation that the two boards not meet on the same day.

Motion made by Commissioner Bennett, seconded by Commissioner Gabrielson to accept the recommendation of the Planning Commission and the Board of Adjustment to have the two separate boards not meet on the same day and to amend the per diem for the Planning Commission and the Board of Adjustment back from \$60 per day to \$40 per day for site visits and commission meetings. Motion carried.

The Public Hearing for an amendment for Section 14-21 Mower County Planning Commission of the County Ordinances was not acted upon. Kristen Nelson, County Attorney, indicated that the notice of Public Hearing on the proposed amendment should be published again prior to holding the public hearing. Angie Knish, Environmental Services Supervisor, will provide the proper notice for the public hearing to be held at a future date.

Ms. Knish provided the Board with updates on department activities concerning feedlots, increased construction CUP applications and the status of the septic inventory. The department will also be amending the flood plain ordinance due to new maps. This needs to be done by September in order to receive possible FEMA funding in a flood event.

Kristen Nelsen, County Attorney, informed the Board that the department now files all complaints electronically. It saves time for Court Administration and the Sheriff's department if not their office.

Motion by Commissioner Glynn, seconded by Commissioner Bennett to adjourn the meeting at 3:32 p.m. Motion carried. The next meeting is scheduled for May 14, 2013 at 8:30 a.m.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

**Attest:**

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

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