

SPECIAL SESSION OF THE MOWER COUNTY  
BOARD OF COMMISSIONERS

October 22, 2013

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session October 22, 2013 at 8:30 a.m. at the Government Center in Austin, Minnesota.

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

Motion made by Commissioner Gabrielson, seconded by Commissioner Ankeny to approve the agenda as presented. Motion carried.

**HUMAN SERVICES BOARD:**

Overview of director's report. Preparations to move to the government center. Title 4-IVE funding update.

Commissioner Glynn moved and Commissioner Bennett seconded to approve payment to vendors for Human Services Accounts Payable. Motion carried.

Commissioner Gabrielson moved and Commissioner Ankeny seconded to approve contract with Workforce Development with Wabasha County as the fiscal agent for Supplemental Nutritional Assistant Program (SNAP). Motion carried.

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

- a. Daniel Donnelly – approve agreement for CHIPS Attorney Services, effective October 1, 2013 to December 31, 2014.
- b. Evan Larson – approve agreement for CHIPS Attorney Services, effective October 1, 2013 to December 31, 2014.

Motion carried.

Commissioner Bennett 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 22, 2013**

**Res. #72-13**

**RESOLUTION**

On motion of Commissioner Gabrielson, seconded by Commissioner Glynn, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held October 22, 2013 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, 2013 through October 31, 2013 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 2013 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 2013 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, Tony Bennett aye, Tim Gabrielson aye, Jerry Reinartz aye, and Polly Glynn aye. Passed and approved this 22<sup>nd</sup> day of October, 2013.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

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

**Date: October 22, 2013**

**Res. #73-13**

**RESOLUTION**

On motion of Commissioner Ankeny, seconded by Commissioner Bennett, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held October 22, 2013 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, 2013 through October 31, 2013 are hereby approved.

BE IT FURTHER RESOLVED, That all assistance payments issued during the month of October 2013 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 2013 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 2013 as listed on the Report of Refunds and Cancellation, are hereby acknowledged as received.

The Commissioners voted as follows: Mike Ankeny aye, Tony Bennett aye, Tim Gabrielson aye, Jerry Reinartz aye, and Polly Glynn aye. Passed and approved this 22<sup>nd</sup> day of October, 2013.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

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

Motion made by Commissioner Gabrielson, seconded by Commissioner Glynn to adjourn the Human Services Board meeting at 9:15 a.m. Motion carried.

**COUNTY BOARD**

The Special Session of the Board was reconvened at 9:34 a.m. for regular business items.

Lisa Kocer, Community Health Supervisor, presented Community Health Business. With the assistance of Amy Lammey, Emergency Management Coordinator/Safety Director, an agreement was presented to the Board for consideration.

Motion made by Commissioner Bennett, seconded by Commissioner Gabrielson to approve Mower County entering into the SE Minnesota Disaster Health Coalition Agreement subject to the review and approval of MCIT. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn to approve the Top Ten Community Health Issues identified by the 2013 Community Health Assessment and as recommended by the Community Health Services Advisory Committee. Motion carried.

Lisa also provided a membership update pertaining to the Community Health Services Advisory Committee. She indicated that Dr. Joel Schieck will have completed his third and final term on December 31, 2013. Dr. Kristin Kirsch has moved out of the area and has resigned. The committee is taking nominations for replacing the two committee members and will bring it to Board for approval in December or January.

Motion made by Commissioner Glynn, seconded by Commissioner Bennett to approve the grant agreement with the Minnesota Department of Health related to Early Childhood Hearing Detection and Birth Defects effective January 1, 2014 through December 31, 2016. Motion carried.

Lisa Kocer also updated the Board that Mower County has been awarded \$100,000 SHIP Planning Grant funding effective November 1, 2013 through June 30, 2014.

Lastly, Lisa Kocer provided other community health updates which included a partnership with the Chamber of Commerce, Riverland Community College and Mayo Clinic Health Systems – Austin to host the “Leadership Austin” program for Community Health Services Day in February; sporadic cases of influenza to date and employee shot clinic is upcoming; and recognition of staff member Trisha Blaser for working tirelessly to recoup through an appeals process \$14,000 in previously denied claims.

The Board recessed at 10:55 a.m. and reconvened at 11:05 a.m.

Under Finance Committee Business, Donna Welsh, Finance Director and Jeremy Schmidt, Assistant Finance Director, reviewed the results of the 2012 audit with the Board.

The Building Committee presented a proposed lease with the Austin Daily Herald for use of a portion of the Herald's parking lot and a proposed resolution for Mower County parking lots.

Motion made by Commissioner Ankeny, seconded by Commissioner Gabrielson to approve the Parking Lot Lease with the Austin Daily Herald subject to the Herald's review and approval. Motion carried.

**Date: October 22, 2013**

**Res. #74-13**

**RESOLUTION**

On motion of Commissioner Ankeny, seconded by Commissioner Gabrielson, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held October 22, 2013 at the Government Center, Austin, Minnesota.

WHEREAS, in 2010 the County developed three (3) parking lots in addition to the Law Enforcement Center lot for usage for its downtown Austin facilities and is in the process of leasing one (1) additional parking lot and revising the Law Enforcement Center lot for usage for its downtown Austin facilities; and

WHEREAS, MS 373.26 allows the County Board to regulate the use of the parking facilities; and

WHEREAS, the Board has determined the best use of the property to be a combination of public parking, employee parking, county owned vehicle parking and handicap parking;

NOW THEREFORE BE IT RESOLVED, that effective November 1, 2013 the usage of the parking lots be as follows and further detailed on maps on file in the County Coordinator's office:

- A. Parking Lot A. (*Old Library Lot*) Employee parking by permit between the hours 7 a.m. through 5 p.m. Monday through Friday.
- B. Parking Lot B. (*Old Robbin's Furniture Block*) Employee parking by permit in the designated section between the hours of 7 a.m. through 4 p.m. Monday through Friday.
- C. Parking Lot C. (*Vacated 1<sup>st</sup> Street NE between 2<sup>nd</sup> Avenue NE and 4<sup>th</sup> Avenue NE*) Employee parking by permit in the designated section between the hours 7 a.m. through 4 p.m. Monday through Friday. Public parking not to exceed a time limit of 90 minutes in the designated section Monday through Friday. Handicap parking as designated.

- D. Parking Lot D. (*Leased lot from Austin Daily Herald* ) Employee parking by permit in the designated section with no time limit and department vehicles in the designated section with no time limit (24/7).
- E. Law Enforcement (LEC) Lot. The Law Enforcement Center parking lot shall be designated for public safety vehicles only in the designated section, one stall for building maintenance, one stall for veterans' service customers and six stalls for 30 minute public parking in the designated section.

BE IT FURTHER RESOLVED, that parking shall be enforced by the Sheriff, or the Sheriff's designee, who is authorized to ticket violations with a \$10.00 fine and tow vehicles at the owner's expense when necessary to cure violations.

Passed and approved this 22<sup>nd</sup> day of October, 2013.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

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

Dustin Heckman, Director Mower County Historical Society, provided information for the deaccessioning of artifacts—the William's Indian Collection. Public forums have been held and have not been well attended. The collection contains items that are not from Mower County and the collection no longer fits the collection focus of the society and space needed for other items that represent Mower County history. The Historical Society has approved the removal.

Motion made by Commissioner Bennett, seconded by Commissioner Gabrielson to approve the deaccessioning of the William's Indian Artifacts from the Mower County Historical Society. Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Glynn to approve the minutes of October 1 and October 8, 2013. Motion carried.

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

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
261.16	A.E.S., INC.	40717.40	AAA STRIPING SERVICE COMPANY
1088.75	ABOVE ALL CLEANING, INC	201.36	ALBERT LEA TRIBUNE
132.53	ALLIANT ENERGY	925.00	AMI IMAGING SYSTEMS INC
27043.42	ANOKA CO JUVENILE CENTER	577.27	AUSTIN DAILY HERALD
326.00	GERARDO BARRERA	26495.66	BAUDOIN OIL COMPANY
180.00	BJ WITTS	986.68	BOB BARKER COMPANY INC.
1525.00	BUREAU OF CRIMINAL APPREHENSIO	3239.21	BUSTAD DOZING AND EXCAVATING I
545.11	C S S	63089.06	CARGILL INCORPORATED
3626.42	CARLSON MCCAIN INC	8362.28	CDW GOVERNMENT INC

**COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA**

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30059.48 CEDAR VALLEY SERVICES, INC	815.10 CENTURYLINK
315.55 CHARTER COMMUNICATIONS	100.00 CITY CAR WASH INC
1615.62 CITY OF AUSTIN	3553.50 CLARINDA ACADEMY
12000.00 CLIFTONLARSONALLEN	949.00 COLONIAL SAVINGS
344.00 COMMUNITY NATIONAL BANK	940.05 CONTINENTAL RESEARCH CORP.
4158.00 CORELOGIC TAX SERVICE REFUND D	1800.00 NORMAN CRAIG
1671.25 DALCO	17929.29 DELL MARKETING L P
399.96 MELISSA DETERS	139.31 DIAMOND MOWERS INC
2311.00 EASTWOOD BANK	369.99 EMERGENCY AUTOMOTIVE TECHNOLOG
696.05 ETTERMAN ENTERPRISES	538.87 FEATHERLITE GRAPHICS
309.80 FILTER AND SYSTEMS INC	127.18 FREEBORN COUNTY CO-OPERATIVE O
589.84 G & K SERVICES	1514.06 GRAINGER
1809.35 HANCOCK CONCRETE PRODUCTS, LLC	1517.07 HANSON TIRE OF AUSTIN INC
128.00 ROSE HOLMEN	930.00 HOME FEDERAL SAVINGS BANK
160.00 HOUSE CHEVROLET	223.06 HYVEE ACCOUNTS RECEIVABLE
304.51 INNOVATIVE OFFICE SOLUTIONS,LL	300.00 SANDRA JARVIS
702.78 CHRISTENA JOHNSON	5875.00 JONES HAUGH & SMITH INC
560.00 KAUS RADIO	423.03 KESTNER ELECTRIC, INC.
416.50 KRUEGER TRANSPORTATION	560.00 EVAN LARSON LAW OFFICE
124.77 LASER PRODUCT TECHNOLOGIES	163.75 LAWSON PRODUCTS, INC
1198.00 RAYMOND LEE	888.00 LERETA LLC
250.00 MAYER FUNERAL HOME	5500.46 MAYO CLINIC HEALTH SYSTEM-ALBE
8011.43 MINNESOTA COUNTIES COMPUTER CO	123.87 MINNESOTA COUNTIES INTERGOV'TA
351.95 MINNESOTA ELEVATOR, INC	2970.63 MINNESOTA HUMAN SERVICES
123.65 MISSISSIPPI WELDERS SUPPLY CO.	1608.00 MITCHELL 1
974.75 MJ O'CONNOR INC	3930.00 MN DEPT EMPLOYMENT & ECONOMIC
807.50 MN DEPT OF HEALTH WELL MANAGEM	120.00 SCOTT MORGAN
80142.00 MOTOROLA SOLUTIONS INC	2063.25 MOWER COUNTY SOIL & WATER CONS
206.17 NAPA AUTO PARTS	221.00 NCH CORPORATION
375.27 NEOPOST USA INC	1700.00 OFFICE OF MN IT SERVICES
608.00 OHIO CALIBRATION LABORATORIES	495.00 OLMSTED COUNTY COMMUNITY SERVI
569.92 ORBITCOM	575.00 ORCHARD PROPERTIES OF AUSTIN
4810.00 PARAGON PRINTING & MAILING INC	5613.34 PARENTING RESOURCE CENTER DBA
37825.80 PAUL R JOHNSON ARCHITECT INC	651.75 MARSHA PAWLUK
258.40 PRINSCO INC	150.00 PROFESSIONAL PORTABLE X-RAY IN
471.96 PROLINE DIST INC	7488.69 PUBLIC EMPLOYEES RETIREMENT AS
120.17 RADIO SHACK CORPORATION	271.93 RICOH USA INC
805.29 ROCHESTER PETROLEUM EQUIPMENT	750.00 CITY ROSE CREEK
2056.30 RS EDEN INC	522.70 SCHAEFFER MFG CO.
130.00 SCHMIDT-GOODMAN OFFICE PROD	267.00 SE MN ORAL & MAXILLOFACIAL SUR
123.89 SELLERS LOCK & KEY	236.98 SEMA EQUIPMENT, INC
153.20 SHERIFF FARIBAULT COUNTY	170.00 SHERIFF OLMSTED COUNTY
156.61 SMYTH COMPANIES LLC	391.05 STAPLES CREDIT PLAN
390.67 THERMO KING SALES & SERVICE, I	3229.54 THOMSON REUTERS-WEST PAYMENT C
682.50 RYAN TIMM	22460.10 TOTAL GLASS-LOCK INC
500.00 TOTALFUNDS BY HASLER	48489.41 ULLAND BROTHERS INC.
206.81 UNIFORMS UNLIMITED INC	2556.50 VERIZON WIRELESS
2373.00 VILLAGE RANCH CHILD FAMILY SER	5153.40 VILLAGE RANCH INC
225.00 WALLACE BUSTAD EXCAVATION SERV	342.18 WASTE MANAGEMENT OF WI-MN
369.44 WELLS FARGO REAL ESTATE	2323.00 WELLS FARGO REAL ESTATE TAX SE
234.28 WELLS FEDERAL BANK	658.66 WEX BANK
1884.78 WHITEWATER WIRELESS INC	130.50 WORD TECH SECRETARIAL SERVICE
717.29 Y WASTE REMOVAL INC	256.63 YOUNG'S WELDING, INC.
1834.62 ZARNOTH BRUSH WORKS, INC.	9791.80 ZIEGLER, INC
56 PAYMENTS LESS THAN \$100	2,415.18
**** FINAL TOTAL.....	\$561,231.23 ****

Motion carried.

Motion made by Commissioner Bennett, seconded by Commissioner Glynn to designate Craig Oscarson, County Coordinator, as the delegate and Commissioner Gabrielson as the alternate for the MCIT annual meeting. Motion carried.

Craig Oscarson, County Coordinator, reported to the Board that AMCAT (Austin-Mower County Area Transit) was nominated for the award of Transit System of the Year by Jean Meyers, MnDOT transit coordinator. AMCAT received the award as the Transit System of the Year. The plaque will be placed in the AMCAT transit office.

Motion made by Commissioner Bennett, seconded by Commissioner Ankeny to adjourn the meeting at 11:11 a.m. Motion carried. The next meeting is scheduled for November 5, 2013 at 1:00 p.m.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

**Attest:**

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



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