

SPECIAL SESSION OF THE MOWER COUNTY  
BOARD OF COMMISSIONERS

November 26, 2013

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session November 26, 2013 at 8:30 a.m. at the Government Center in Austin, Minnesota.

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

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn to approve the agenda. Motion carried.

Joy Kanne, County Assessor, provided the Board with a department update.

**HUMAN SERVICES BOARD:**

Overview of director's report. Update on Strategic Plan. Family Collaborative. 2013 Budget Update.

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

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

- a. Freeborn County – renew contract for Daycare Licensure Services, effective April 1, 2013 to December 31, 2014.

Motion carried.

Commissioner Glynn 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: November 26, 2013**

**Res. #78-13**

**RESOLUTION**

On motion of Commissioner Ankeny, seconded by Commissioner Glynn, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held November 26, 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 November 1, 2013 through November 30, 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 November 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 November 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, and Polly Glynn aye. Passed and approved this 26<sup>th</sup> day of November, 2013.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

By: \_\_\_\_\_  
Vice-Chairperson

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

**Date: November 26, 2013**

**Res. #79-13**

**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 November 26, 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 November 1, 2013 through November 30, 2013 are hereby approved.

BE IT FURTHER RESOLVED, That all assistance payments issued during the month of November 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 November 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 November 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, and Polly Glynn aye. Passed and approved this 26<sup>th</sup> day of November, 2013.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

By: \_\_\_\_\_  
Vice-Chairperson

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

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny to adjourn the Human Services Board meeting at 9:35 a.m. Motion carried.

**COUNTY BOARD**

The Special Session of the Board was reconvened at 9:38 a.m. for regular business items.

Lisa Kocer, Community Health Manager, introduced newly hired staff: Social Worker Megan DeVos and Registered Nurses Karissa Studier and Deb Brehmer.

Motion made by Commissioner Gabrielson, seconded by Commissioner Glynn to approve Mower County entering into the SHIP 3 Planning Grant Agreement (\$100,000) with the Minnesota Department of Health effective November 1, 2013 through June 30, 2014. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn to approve the one-year extension to the Master Grant Contract Agreement with the Minnesota Department of Health and the Mower County Community Health Board effective January 1, 2014 through December 31, 2014. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Gabrielson to authorize the execution of the 2014 Local Public Health Act Assurances and Agreements form. Motion carried.

In addition, Ms. Kocer, provided Community Health updates pertaining to the MN Local Public Health Planning and Performance Measurement Reporting System – Capacity report for Mower County Community Health Board 2013.

Curt Hoffman, Veit representative, provided the Board with an update regarding the local Veit Landfill.

The Board recessed at 9:58 a.m. and reconvened at 10:18 a.m.

The Board received from staff a Summary of the comments received during the comment period regarding the scoping for a possible environmental assessment for the RES Americas/Pleasant Valley Wind transmission line / substation. Mike Hanson, Public Works Director, highlighted portions of the summary document for the Board. Justin Markell, Project Manager for Pleasant Valley Wind Project, addressed the Board indicating that the company supports the proposed document prepared by Mower County staff. Tina Schaffer, citizen, asked questions concerning the summary document and the proposed project.

Motion made by Commissioner Glynn, seconded by Commissioner Gabrielson to accept the Scope of Environmental Assessment document presented by staff which summarizes the comments received during the comment period for the RES Americas/Pleasant Valley Wind transmission / substation project. The next meeting on this matter will be 1:30 p.m. on December 3, 2013 at which time the Board will receive a draft copy of the Environmental Assessment for their review. Board action on the Environmental Assessment is expected at a subsequent meeting (2 weeks). Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny to request additional available funds under the AG BMP Loan Program Amendment (ISTS loans) to Agreement #M6498 and authorize the Environmental Services Supervisor to sign the amendment. Motion carried.

There was a brief discussion on septic systems, inventory, eminent threats, responses from landowners, scheduled repairs / compliances, etc.

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

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Motion made by Commissioner Ankeny, seconded by Commissioner Glynn to approve the minutes of November 12, 2013. Motion carried.

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

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
3612.15	AAA STRIPING SERVICE COMPANY	640.00	ADAMS RIZZI & SWEEN
5058.80	ADVANCED CORRECTIONAL HEALTHCA	54000.00	ALBERT LEA ELECTRIC CO.
116.88	ALLIANT ENERGY	1743.00	ANOKA CO JUVENILE CENTER
2450.00	ASSOCIATION OF MINNESOTA COUNT	861.12	AUBURN LAKE ACADEMY
356.65	AUTO VALUE AUSTIN	269.01	BEAR GRAPHICS, INC
578.47	BOB BARKER COMPANY INC.	5885.35	BOE BROTHERS TILING INC
194.11	BROCK WHITE CO LLC	4444.00	BRUCE BUCKNELL CONSTRUCTION
23234.49	BRUENING ROCK PRODUCTS INC	177.56	CEDAR DEVELOPERS LLC
27685.97	CEDAR VALLEY SERVICES, INC	465.38	CENTURYLINK
132.82	CHARTER COMMUNICATIONS	440.00	CHILDREN'S HOSPITALS & CLINICS
131.33	CINTAS CORPORATION	3671.95	CLARINDA ACADEMY
325.00	CLASEN-JORDAN MORTUARY	727.99	COMMISSIONER OF TRANSPORTATION
131.91	COMMUNITY UTILITY CO.	602.34	CONTINENTAL RESEARCH CORP.
108.81	JILL CORDES	389.70	CREATIVE FORMS & CONCEPTS
1818.51	DALCO	1337.90	DEXTER LP, INC
1732.70	DANIEL DONNELLY LAW FIRM	15152.00	ERICKSON ENGINEERING CO., LLC
890.83	ETTERMAN ENTERPRISES	159.76	FASTENAL COMPANY
479.63	FERNBROOK FAMILY CENTER	132.16	FLEETPRIDE INC
197.00	FOX ELECTRIC COMPANY, INC	5320.03	FREEBORN COUNTY
6571.87	GALLEA TRANSFER & STORAGE INC	112.14	HARTY MECHANICAL INC
312.00	BRIAN HELLE	506.60	HOLIDAY CARS, INC.
329.67	HYVEE ACCOUNTS RECEIVABLE	630.02	INNOVATIVE OFFICE SOLUTIONS,LL
192.38	INTOXIMETERS INC	350.00	JON JACOBSON
320.14	JERRY'S SPORT CENTER INC	108.50	JOHNSTON AUTO INDUSTRIAL OF SP
413.80	KRUEGER TRANSPORTATION	170.00	EVAN LARSON LAW OFFICE
596.89	LASER PRODUCT TECHNOLOGIES	240.50	JAMES LOVEN
983.00	SUSAN MARR	3100.00	MAYO CLINIC -ROCHESTER
5091.59	MAYO CLINIC HEALTH SYSTEM-ALBE	194.20	MAYO CLINIC HEALTH SYSTEM-MANK
280.00	MAYO CLINIC ROCHESTER	1481.00	MARION MCROBERTS
166.79	MEDICAL DISPOSAL SYSTEMS INC	1680.80	METRO SALES INC
103.13	MIDTOWN TOWING	176.50	MIDWEST MONITORING & SURVEILLA
992.00	MINNESOTA COUNTIES INTERGOV'TA	351.95	MINNESOTA ELEVATOR, INC
2563.72	MINNESOTA HUMAN SERVICES	250.00	MINNESOTA STATE AUDITOR
445.26	NAPA AUTO PARTS	301.85	NARTEC INC
2825.61	OFFICE OF MN IT SERVICES	7590.00	OLMSTED COUNTY COMMUNITY SERVI
3315.00	OMNI ENVIRONMENTAL INC	21892.55	PETROLEUM TRADERS CORPORATION
437.79	PROLINE DIST INC	170.00	R & S TRANSPORT INC
16429.20	RA WOLD AND SONS INC	850.00	RESCUE PHONE INC
213.03	RICOH USA INC	470.00	RINKE-NOONAN
177.09	ROCHESTER MIDLAND CORPORATION	2286.16	RS EDEN INC
124.46	RUBBER-INC	170.64	SCHILLING SUPPLY COMPANY
428.00	SE MN ORAL & MAXILLOFACIAL SUR	29983.15	SEATING AND ATHLETIC FACILITY
164.38	SEMA EQUIPMENT, INC	307.74	SHRED-IT USA MINNEAPOLIS
162.44	SKB ENVIROMENTAL	386.45	SMYTH COMPANIES LLC
1627.20	SOUTH CENTRAL COLLEGE	247351.97	DAVE SYVERSON FREIGHTLINER
214.13	THERMO KING SALES & SERVICE, I	651.00	TODD THOEN
151.54	THOMSON REUTERS-WEST PAYMENT C	2637.63	TURNKEY CORRECTIONS
22118.75	UHL COMPANY INC	4448.94	ULLAND BROTHERS INC.
895.44	UNIVERSITY OF MINNESOTA BOOKST	2642.42	VERIZON WIRELESS
2452.10	VILLAGE RANCH CHILD FAMILY SER	5325.18	VILLAGE RANCH INC
490.00	WALLACE BUSTAD EXCAVATION SERV	129.47	WASTE MANAGEMENT OF WI-MN
641.03	WEX BANK	335.00	WORLEIN FUNERAL HOME
172.96	Y WASTE REMOVAL INC	158.18	YOUNG'S WELDING, INC.
608.64	ZIEGLER, INC	806.30	180 DEGREES INC
	31 PAYMENTS LESS THAN \$100		1,473.49

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

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\*\*\*\* FINAL TOTAL..... \$578,386.67 \*\*\*\*

Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Gabrielson to reappoint Arlen Schamber to a 3-year term on the Turtle Creek Watershed District Board. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn to accept the following donations for the Veteran Van Program and accept all future donations received for the same:

Adams American Legion Post 146	\$ 500.00
American Legion Post 91	1000.00
Disabled American Veterans Auxiliary	200.00

Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Gabrielson to set the rate of pay for the Mentoring Coordinator as a part-time non-benefited exempt employee at \$8034 per year paid in bi-weekly installments. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny to approve the 2013 budget amendments as requested by the Finance Director as follow:

Department	2013 Budget Amendment
Assessor	\$22,461 needed for legal fees regarding court cases. Use 5986 of personnel budget and \$14,075 of the capital outlay to transfer to legal fees. Also adjust \$14,600 for minor equipment and \$1000 in services to purchase I Pads this year versus 2014
Sheriff/Jail	\$19,900 total Use funds from the personnel budget to purchase Tasers using current Tasers as trade and to purchase and configure cameras

Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Glynn to increase the overhead billing rate from 1.5 to 2 times the hourly wage rate of the employee retrieving information for an outside agency (excluding other Mower County units of government) effective January 1, 2014. Motion carried.

For the Board's information and review the Finance Director distributed Investment Reports for the months of January, February, March and April 2013.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny to approve the PRISM implementation grant application to the MN Department of Revenue for software enhancement costs to the property tax software in order to receive a share of the \$300,000 in statewide grand funds. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Gabrielson to approve the application of Clarence Merten for a duplicate warrant in the amount of \$265.00 for previous warrant #77207 without bond or surety. Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Glynn to accept the resignation of Jenna Holets, full-time Jailer, effective November 28, 2013 and authorize the Human Resources Director to fill the position and any subsequent vacancies created in filling the position. Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Glynn to accept the resignation of Kristen Olson, part-time Office Support Specialist, Sr. in the Assessor and Recorder's offices effective November 15, 2013 and authorize the Human Resources Director to fill the position and any subsequent vacancies created in filling the position. Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Ankeny to accept the resignation/retirement of Barry Rebury, full-time deputy, effective January 29, 2014 and authorize the Human Resources Director to fill the position and any subsequent vacancies created in filling the position. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny to adjourn the meeting at 11:24 a.m. Motion carried. The next meeting is scheduled for December 3, 2013 at 1:00 p.m.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

**BY:** \_\_\_\_\_  
**Vice-Chairperson**

**Attest:**

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

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