

SPECIAL SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

December 17, 2013

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session December 17, 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

HUMAN SERVICES BOARD:

Overview of director's report. MnSure Update. Legislative Forum Update. 2014 Budget.

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

Commissioner Bennett moved and Commissioner Ankeny seconded to authorize the Chair and the Director to sign the Purchase of Service Agreement with Olmsted County for AMRTS Liaison Case Management, effective January 1, 2014 to December 31, 2014. 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. Chang, Lee – renew contract for Mental Health Services, effective January 1, 2014 to December 31, 2014.
- b. Corcoran, Gary (Quality Community Services, Inc.) – approve amendment to extend contract for Mental Health Services, effective January 1, 2013 to February 28, 2014.
- c. Corcoran, Gary (Quality Community Services, Inc.) – renew contract for Adult Mental Health Outreach Services, effective January 1, 2014 to December 31, 2014.
- d. Howard, Kathy – renew contract for Guardianship Services, effective January 1, 2014 to December 31, 2015.
- e. MSOCS (Turtle Creek) – renew contract for Scanning Services, effective January 1, 2014 to December 31, 2014. :
- f. Moran, Todd - approve amendment to extend contract for Mental Health Services, effective January 1, 2013 to February 28, 2014. :
- g. Mower County Attorney – renew contract for Fraud Prosecution Services, effective January 1, 2014 to December 31, 2015.

- h. Norma Olson – renew contract for Guardianship Services, effective January 1, 2014 to December 31, 2015.
- i. Thorson, Steve (Independent Management Services) – renew contract for Guardianship Services, effective January 1, 2014 to December 31, 2015.
- j. Wapiti Meadows CT&S – renew contract for Mental Health CTSS Services, effective January 1, 2014 to December 31, 2014.
- k. Wapiti Meadows CT&S – renew contract for MFIP & DWP Work Program Services, effective January 1, 2014 to December 31, 2014.
- l. Wapiti Meadows CT&S – approve amendment to extend contract for Mental Health Services, effective January 1, 2013 to February 28, 2014.
- m. Workforce Development, Inc. – renew contract for MFIP & DWP Services, effective January 1, 2014 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.

SOCIAL SERVICE ACTIONS:

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

INCOME MAINTENANCE ACTIONS:

Commissioner Gabrielson moved and Commissioner Ankeny seconded to approve the Income Maintenance Actions. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Bennett to adjourn the Human Services Board meeting at 9:28 a.m. Motion carried.

COUNTY BOARD

The Special Session of the Board was reconvened at 9:42 a.m. for regular business items.

The Board continued the public hearing for the 2014 budget and tax levy from December 3, 2013 requesting additional comments. No additional public comment was received. The Personnel / Finance Committees reviewed staffing requests and are not making any additional changes from the proposed levels indicated at the Truth-in-Taxation meeting on December 3, 2013. The Finance Committee worked at “leaning-up” the 2014 budget even more and is proposing a 1% levy increase over 2013. There was a discussion concerning some possible unbudgeted expenses/requests for funds in 2014 such as the OPEB report, Vision 2020, and ARMER grant funding.

Motion made by Commissioner Bennett, to set the 2014 budget and levy with a 0% increase in levy over 2013. Commissioner Reinartz called for a second three times. Motion failed for a lack of a second.

Date: December 17, 2013

Res. #81-13

RESOLUTION

On motion of Commissioner Glynn, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 17, 2013 at the Government Center, Austin, Minnesota.

WHEREAS, on September 10, 2013 the Mower County Board of Commissioners adopted a preliminary tax levy,

WHEREAS, on September 10, 2013 the Mower County Board of Commissioners set the public hearing on said levy and County Budget to December 3, 2013 at 6:00 p.m.,

WHEREAS, on December 3, 2013, a public annual budget and levy hearing was held with formal action to be taken on December 17, 2013,

NOW THEREFORE BE IT RESOLVED that the 2014 net property tax levy be set at \$17,396.944; and

THEREFORE BE IT FURTHER RESOLVED that the 2014 Departmental expenditure budgets which were used as the basis for the property tax levy certification as recommended by the County Finance Committee are hereby adopted; and that the 2014 budget for the County is as follows:

EXPENSES	
General Government	
Board of Commissioners	269,020
Courts	107,000
Administration	649,841
County Auditor/Treasurer	335,856
Elections	125,509
Data Processing	744,622
Interpreting	160,557
Attorney	851,605
Law Library	46,912
Recorder	383,212
County Assessor	450,602
Buildings & Plant	850,856
Veterans Service Officer	141,438
GIS & Land Records	121,000
Accounting & Auditing	75,000
Total General Government	5,313,030

SOURCE of Funds	
Revenues- General Government	
Tax Levy	8,866,905
State Formula Aid	1,393,074
Del Tax & Penalties, Mortgage Tax	105,500
Wind Production Tax	1,235,000
PILT & PERA	88,232
Special Assessments	29,702
License/Permits	35,825
Intergovernmental	830,727
Charges For Services	1,009,959
Fines & Forfeits	31,100
Investment Income	654,617
Miscellaneous	422,700
Sales	103,240
Donations	12,000
Net Use of Reserves	740,231
Total General Government	15,558,812

Public Safety	
Sheriff	2,624,516
E-9-1-1	309,950
Sentence to Serve	57,834

Public Works	
Tax Levy	2,298,179
Wheelage Tax	300,000
PILT	10,000

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Coroner	65,100
County Jail	2,654,442
Community Corrections	1,995,880
Civil Defense	102,443
Law Enforcement Center	706,924
Canteen	97,000
Visitation Center	75,700
Bailiffs & Guards	72,582
Total Public Safety	8,762,371

Culture & Recreation	
Historical Society	34,765
Senior Citizens	42,400
CHORE	36,000
Regional Library	241,393
Other	22,060
Total Culture & Recreation	376,618

Conservation of Natural Resources	
Cooperative Extension	163,893
Soil & Water Conservation	146,998
Agricultural Society	30,000
Total Conservation of Natural Resources	340,891

Economic Development	
Development Corporation	18,253
Total Economic Development	18,253
Unallocated	
Insurance	475,000
Contingency	220,000
Other	52,649
Total Unallocated	747,649
Total General Revenue Fund	15,558,812

Public Works	
Administration	588,376
Maintenance	2,721,423
Construction	9,051,315
Equipment Maintenance & Shop	862,152
Building & Grounds	148,065
Planning & Zoning	85,357
Environmental Health	67,028
Water Planning	39,017
Agricultural Inspector	675
Feedlot	71,156
Total Highways & Streets	13,634,564

Human Services	
Income Maintenance	3,843,606

State Formula Aid	276,942
Intergovernmental	9,861,443
Permits	66,000
Charges For Services	264,500
Sales	100,500
Miscellaneous	7,000
Use of Reserves	450,000
Total Highway & Streets	13,634,564

Human Services & Public Health	
Tax Levy	3,580,238
PILT	10,000
State Formula Aid	262,770
Intergovernmental	6,264,256
Charges For Services	1,018,654
Miscellaneous	491,760
Use of Reserves	150,000
Total Human Services	11,777,678

Sanitation	
Special Assessments	299,550
Intergovernmental	102,500
Charges For Services & License	190,800
Reserves	98,530
Total Sanitation	691,380

Ditch	
Special Assessments	108,000
Reserves or Ditch Loans	118,953
Total Ditch Funds	226,953

Capital Projects Fund	
Tax Levy	363,500
PILT	1,500
Total Building Maintenance	365,000

Sewer Loan	
Revenue	
State loan	145,000
Interest on Specials	20,000
Special Assessments - Princ	135,000
Total Revenue	300,000

Bond Funds	
Tax Levy	2,288,122
Escrow Funds	825,000
IRS Refund & Interest	224,964
PILT	7,000

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Social Services	5,864,898
Total Human Services	9,708,504

	3,345,086
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Total County Revenues/Sources	45,899,473
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Health	
Community Health Services	735,199
Nursing Service	73,439
State Health Improvement Plan	159,411
MSHO	518,261
Womens, Infant & Children	270,470
Health Officer	1,513
Maternal & Child Health	61,410
Disease Prevention	115,592
Family Health	133,879
Total Health	2,069,174

Sanitation	
Recycling	691,380
Total Sanitation	691,380

Capital Projects Fund	
Countywide Projects/Maintenance	365,000
Total Building Fund	365,000
Bond Fund	
Bond P & I payments	3,345,086
Total Bond Fund	3,345,086

Ditch	
Repairs & expenses	226,953
Total	226,953

Sewer Loan	
Contracted Services	300,000
Total County Expenses	45,899,473

IT IS FURTHER RESOLVED:

1. Departmental expenditures, except Personnel items, shall not exceed the approved budget. To provide flexibility to the department, the Budget Officer shall be authorized to amend line item budgets within a department, exclusive of personnel items, provided the total approved budget remains unchanged. All other budget amendments shall require County Board approval.

2. Personnel line items are based on position authorization listings and estimates of staffing needs developed during the budget preparation process. Any changes in payroll shall be subject to County Board approval through one of the following actions:

- i. General salary adjustments authorized by the County Board;
 - ii. Salary adjustments pursuant to union contract provisions or statutory requirements;
 - iii. Specific authorization to fill a vacancy, add a new position or change a position classification.
3. Expenditure of funds budgeted shall be subject to applicable statutory procedures requiring proposals or bidding and any proposed expenditure in excess of \$25,000 shall be subject to prior approval of the County Board.
 4. Department heads shall be responsible for maintaining sufficient internal departmental expenditure and receipt records to conform to requirements of this budget policy.

The Commissioners voted as follows: Commissioner Gabrielson aye, Commissioner Glynn aye, Commissioner Bennett nay, Commissioner Ankeny aye, and Commissioner Reinartz nay. Passed and approved this 17th day of December, 2013 with a vote of 3 to 2.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

The Board received the document from staff for the Environmental Assessment on RES Americas / Pleasant Valley Wind transmission/substation project in Sargeant and Pleasant Valley Townships for review and consideration of its completeness for publication by the Environmental Quality Board Monitor. Once the document is published there is another review / comment period for the public to raise additional potential environmental issues that may need to be mitigated prior to permit issuance. The Board was notified of some additional requested revisions to the Environmental Assessment document which included removing reference to a historical bridge (no longer classified historical) (Section 4.5), adding the correct road width incorrectly noted and adding a sample of the October 25, 2013 letter to the landowners.

Motion made by Commissioner Glynn, seconded by Commissioner Bennett to approve the Environmental Assessment on RES Americas / Pleasant Valley Wind transmission/substation project in Sargeant and Pleasant Valley Townships which will be modified by staff for the three modifications referenced during the meeting and to publish the modified Environmental Assessment in the EQB Monitor (anticipated publication date of January 6, 2014). Motion carried.

The Board recessed at 10:25 a.m. and reconvened at 10:41 a.m.

Date: December 17, 2013

Res. #82-13

RESOLUTION

On motion of Commissioner Glynn, seconded by Commissioner Gabrielson, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 17, 2013 at the Government Center, Austin, Minnesota.

WHEREAS, project number CP 050-013-008 completed under contract number 21312 by Schammel Electric, has in all things been completed and the County Board being fully advised in the premise.

NOW THEN BE IT RESOLVED that we do hereby accept said completed project for and on behalf of the County of Mower and authorize final payment as specified herein:

Contract Amount: \$ 38,100.00
Final Amount: \$ 38,100.00 [100.00%]
Final Payment: \$ 1,905.00

Passed and approved this 17th day of December, 2013.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Date: December 17, 2013

Res. #83-13

RESOLUTION

On motion of Commissioner Bennett, seconded by Commissioner Glynn, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 17, 2013 at the Government Center, Austin, Minnesota.

WHEREAS, project number SAP 050-621-003 completed under contract number 21207 by Rud Excavating, Inc. has in all things been completed and the County Board being fully advised in the premise.

NOW THEN BE IT RESOLVED that we do hereby accept said completed project for and on behalf of the County of Mower and authorize final payment as specified herein:

Contract Amount: \$ 262,527.56
Final Amount: \$ 245,892.99 [93.66%]
Final Payment: \$ 12,294.65

Passed and approved this 17th day of December, 2013.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Angie Knish, Environmental Services Supervisor, provided the Board with information regarding the 2014-2015 feedlot work plan.

Motion made by Commissioner Gabrielson, seconded by Commissioner Bennett to approve the 2014 / 2015 Feedlot Work Plan. Motion carried.

The Public Works Director, Mike Hanson, recommended a list of bridges for priority replacement due to deficiency.

Date: December 17, 2013

Res. #84-13

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 December 17, 2013 at the Government Center, Austin, Minnesota.

WHEREAS, Mower County has determined that the following bridges are deficient and should be replaced:

Bridge L5042 in Section 27 of Lyle Township,
Bridge L5103 in Section 21 of Waltham Township,
Bridge 2493 in Section 24 of Sargeant Township,
Bridge L5045 in Section 1 of Lodi Township and
Bridge L5117 in Section 17 of Lodi Township; and

WHEREAS, Mower County has determined that new structures should be constructed to replace the existing deficient bridges; and

WHEREAS, local roads play an essential role in the overall State transportation network and local bridges are the critical component of the local road systems; and

WHEREAS, State support for the replacement, rehabilitation, and removal of local bridges continues to be crucial to maintaining the integrity of the local road systems and is necessary for the County and the Townships to proceed with the management of deficient bridges; and

WHEREAS, Mower County intends to proceed with the replacement of these bridges as soon as possible; now therefore

BE IT RESOLVED: That Mower County commits that it will proceed with the design and contract documents and the replacement of these bridges immediately after being notified that funds are available in order to permit the work to take place.

Passed and approved this 17th day of December, 2013.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Date: December 17, 2013

Res. #85-13

**RESOLUTION
For Agreement to State Transportation Fund (Bridge Bonds)
Grant Terms and Conditions
SP 050-597-007**

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 December 17, 2013 at the Government Center, Austin, Minnesota.

WHEREAS, Mower County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No. 50595; and

WHEREAS, the Commissioner of Transportation has given notice that funding for this bridge is available; and

WHEREAS, the amount of the grant has been determined to be \$64,134.10 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Mower County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required. The proper county officers are authorized to execute a grant agreement with the Commissioner of Transportation concerning the above-referenced grant.

Passed and approved this 17th day of December, 2013.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Commissioner Bennett, on behalf of the Personnel Committee, made recommendations to the Board concerning several proposed board actions.

An employee in the Sheriff's department has requested an extension of a leave of absence. Our labor law attorney has recommended approval.

Motion made by Commissioner Bennett, seconded by Commissioner Gabrielson to accept the employee's written request in a letter addressed to the Board dated December 11, 2013, to extend an unpaid leave of absence through January 31, 2014. Motion carried.

The County has received a resignation notice effective January 2, 2014 from Jeremy Schmidt, Assistant Finance Director.

Motion made by Commissioner Bennett, seconded by Commissioner Gabrielson to accept the resignation notice effective January 2, 2014 of Jeremy Schmidt and authorize the Human Resources Director to fill the Assistant Finance Director position vacancy and any subsequent vacancies created from the internal posting process. Motion carried.

The Personnel Committee recommends an amendment to Personnel Policy F110 Inclement Weather Policy. The revision no longer provides for County Office closure in inclement weather and it eliminates the language related to when the Sheriff issues a no travel advisory specific to Mower County. The County will no longer view the Sheriff's "No Travel Advisory" as the single deciding factor in closing County buildings. The policy still allows the employees the right to leave early, arrive late or not report to work if they feel travel conditions are unsafe. In this case, the employee would be required to use their accrued time off to cover their absence.

Motion made by Commissioner Bennett, seconded by Commissioner Glynn to amend Personnel Policy F110 Inclement Weather Closing Policy as follows:

SECTION F110

Inclement Weather Closing policy

In an effort to deliver service to customers and to provide for the safety and wellbeing of County employees, the inclement weather policy has been adopted.

In most cases the County will remain open regardless if there is inclement weather. If the County closes due to the weather we will follow the Emergency Closing Policy. The County recognizes the importance of permitting employees to have the option to choose whether or not they feel it is safe for them to travel to and from work. With proper notification to their supervisor, employees may elect to arrive late, leave early, or not report to work if they deem weather conditions to be unsafe for travel or if they need to pick up dependent children upon a school closure. In this case, employees must utilize their accrued benefits or compensatory time to account for lost work time during the work week. The supervisor does not have the right to reject employee time off for reasons of personal safety. Employees are strongly encouraged to have a backup child care plan in the case of school closure, as frequent absenteeism may become a performance issue that subjects the employee to discipline. The employer reserves the right to investigate and/or discipline employees for a pattern of absences, frequent call-in absences, or the failure to provide a supervisor proper notification of their absence, which may indicate abuse of this privilege.

If an individual department does not have adequate staffing to remain open, the Department Head may authorize closure of the department. In this case, the Department Head would be responsible for ensuring notification to the public (office closed sign) and other departments affected by the office closure. It is the responsibility of each Department Head to have a business continuity plan in case of their department closing during normal business hours.

Motion carried.

The Personnel Committee felt the need to develop a new policy to clarify how employee's pay would be factored if the County chose to close due to an Emergency. This policy defines pay will not be more than 8 hours, if a partial day is worked, the employee is paid the difference, up to 8 hours and it applies to employees who were normally scheduled for work that day.

Motion made by Commissioner Bennett, seconded by Commissioner Gabrielson to adopt Personnel Policy F120, Emergency Closings Policy, as follows:

SECTION F120

Emergency Closing Policy

The County Board Chair and/or County Coordinator (or designee) shall have the authority to close all or part of the County's operations during the normal work week for reasons including, but not limited to, safety, bomb threats, gas leaks or other situations as designated by the County Board. The County Board may delegate the authority to close county facilities to other county officials as it may deem appropriate. If an official action to completely close the County facilities is taken by or on behalf of the County Board, all non-essential employees must leave the building or follow the directive set forth in the closure. Compensation will be similar to that of a paid holiday, meaning up to 8 hours of pay for employees who are normally scheduled to be present at County facilities shall not suffer loss in pay or benefits for the duration of the closure for up to 8 hours per day. If a portion of the day is worked, the remaining portion less the hours already worked will be paid, but not to exceed a combined total of 8 hours. This policy does not apply to those employees and/or departments normally expected to be on duty during such emergency events.

Motion carried.

The Personnel Committee has met with the County Attorney to review her job duties, changes in workload over the past year, and job performance. The Committee also reviewed salary data for the County Attorney position in counties comparable to Mower County. The Committee notes appreciation regarding the County Attorney's attentiveness and assistance

to other departments. Based on exemplary performance, and to ensure equitable compensation with other counties, the Committee recommends that the County Attorney's salary be increased from \$101,536.29 to \$103,059.33 effective January 1, 2014.

Date: December 17, 2013

Res. #86-13

RESOLUTION

On motion of Commissioner Bennett, seconded by Commissioner Gabrielson, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 17, 2013 at the Government Center, Austin, Minnesota.

BE IT RESOLVED THAT; the annual salary for the elected official of County Attorney for Mower County payable in bi-weekly installments, be set as follows for 2014:

County Attorney
as of 01/01/14.....\$103,059.33

Passed and approved this 17th day of December, 2013.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

The Personnel Committee has met with the Sheriff to review her job duties and job performance. The Committee also reviewed Sheriff Salary data for other counties in SE Minnesota. The Committee notes appreciation for the Sheriff's leadership and the support provided to other County departments. A review of the salary data shows that the Sheriff is equitably compensated. The Committee also notes the exemplary performance of the Sheriff. Based on this, the Committee recommends that the County Sheriff's salary be increased from \$93,433.44 to \$94,834.94 effective January 1, 2014.

Date: December 17, 2013

Res. #87-13

RESOLUTION

On motion of Commissioner Bennett, seconded by Commissioner Gabrielson, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 17, 2013 at the Government Center, Austin, Minnesota.

BE IT RESOLVED THAT; the annual salary for the elected official of County Sheriff for Mower County payable in bi-weekly installments, be set as follows for 2014:

County Sheriff
as of 01/01/14\$94,834.94

Passed and approved this 17th day of December, 2013.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

The Personnel Committee has met with the County Recorder to review her job duties, additional duties she accepted from the Board and reviewed Recorder salary data from local counties. The Committee notes appreciation of the Recorder's willingness to permit her office to accept additional tasks and her willingness to work with other departments. Based on exemplary performance, the Committee recommends increasing the Recorder's salary from \$55,572.82 to \$58,378.11 effective January 1, 2014.

Date: December 17, 2013

Res. #88-13

RESOLUTION

On motion of Commissioner Bennett, seconded by Commissioner Glynn, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 17, 2013 at the Government Center, Austin, Minnesota.

BE IT RESOLVED THAT; the annual salary for the elected official of County Recorder for Mower County payable in bi-weekly installments, be set as follows for 2014:

County Recorder
as of 01/01/14.....\$58,378.11

Passed and approved this 17th day of December, 2013.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

The County Auditor-Treasurer declined the invitation to meet with the Personnel Committee and did not submit the requested data sought by the Personnel Committee. The Committee also notes multiple concerns and complaints received from other departments and citizens regarding the Auditor-Treasurer's communication and general lack of cooperation. This past year the State Auditor had to audit the Auditor/Treasurers department due to missing funds. The Auditor/Treasurer did not report the missing funds in a timely fashion nor was it reported to the proper authorities. The State Auditor's report reflects that generally accepted accounting practices have not taken place in the finance related activities in the Auditor/Treasurer Department. The Auditor/Treasurer has been directed by the Board to stop using the "secret fund" that was being used for "balancing the books". The Auditor/Treasurer stated at a Personnel Committee meeting that he does not personally help customers at the window and suggested such work was "beneath" him. MN Statute does not permit the reduction of an elected official's salary during current term of office. Based on this law the Committee will not be recommending a decrease in pay. Based on these considerations, the Personnel Committee is recommending no increase from the Auditor-Treasurer's current salary of \$69,374.32 for 2014.

Date: December 17, 2013

Res. #89-13

RESOLUTION

On motion of Commissioner Bennett, seconded by Commissioner Gabrielson, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 17, 2013 at the Government Center, Austin, Minnesota.

BE IT RESOLVED THAT; the annual salary for the elected official of County Auditor-Treasurer for Mower County payable in bi-weekly installments, be set as follows for 2014:

County Auditor-Treasurer
as of 01/01/14\$69,374.32

Passed and approved this 17th day of December, 2013.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

The Personnel Committee is recommending no increase to the County Commissioners salary for 2014, which is the same salary that was set in 2008. The Committee proposes that the Board adopt a resolution to maintain the current County Commissioner salary rate of \$24,200 for 2014.

Date: December 17, 2013

Res. #90-13

RESOLUTION

On motion of Commissioner Bennett, seconded by Commissioner Gabrielson, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 17, 2013 at the Government Center, Austin, Minnesota.

BE IT RESOLVED, that the Commissioners salaries for 2014 be set at \$24,200.00 payable in bi-weekly installments.

Passed and approved this 17th day of December, 2013.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

The Personnel Committee is recommending no increase to the County Commissioners per diem for 2014, which is the same per diem amount set in 2000. The Committee proposes that the Board adopt a resolution to maintain the current County Commissioner per diem of \$40 for 2014.

Date: December 17, 2013

Res. #91-13

RESOLUTION

On motion of Commissioner Bennett, seconded by Commissioner Gabrielson, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 17, 2013 at the Government Center, Austin, Minnesota.

BE IT RESOLVED, that a per diem of forty dollars (\$40) be set for the following County Commissioner working committees:

- | | |
|--|---|
| 1 Finance (budget meetings only) | 11 Solid Waste Advisory |
| 2 Road and Bridge | 12 Building |
| 3 Personnel (Monthly meeting,
Union grievances and
negotiations) | 13 Human Services Advisory (monthly
meeting) |
| 4 Ag Extension | 14 Feedlot Advisory |
| 5 Planning Commission | 15 SEMCAC |
| 6 Community Health Services | 16 EMS Joint Powers Board |
| 7 RC & D | 17 PIC |

- | | |
|----------------------------|--|
| 8 All State AMC Committees | 18 Human Services/PMAP |
| 9 AMC District IX | 19 All AMC and NACo Meetings and Conferences |
| 10 All Joint Powers Boards | |

BE IT FURTHER RESOLVED that all other previously stated non-county board working committees (Book U-49, U-53, U-233 & U-234) be forty dollars (\$40) and to set a per diem of \$60 for Planning Commission/Board of Adjustment committee meetings when both meet on the same day.

Passed and approved this 17th day of December, 2013.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

The Personnel Committee is recommending that non-union wages and health insurance premiums be set consistent with what is negotiated by the unions for 2014.

Motion made by Commissioner Bennett, seconded by Commissioner Ankeny to increase non-union 2014 wages by 1.5% along with applicable anniversary step increases on the wage scale and maintain the current County contribution to health insurance premiums effective January 1, 2014. The health insurance premium cost to employees in 2014 is as follows:

Plan	Employee Share of Health Insurance 2014	
	Single	Family
CMM / PPO 300/900	\$71.67 / month	\$429.00 / month
VEBA 1850/3700 (100% Plan)	\$63.75 / month	\$358.67 / month
VEBA 2600/5200 (80% Plan)	\$ 0.	\$167.17 / month

Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett to approve the minutes of December 3, 2013 and December 3, 2013 Truth in Taxation. Motion carried.

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

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
1088.75	ABOVE ALL CLEANING, INC	2140.50	CITY ADAMS
9744.66	ADVANCED CORRECTIONAL HEALTHCA	968.75	AHLMAN'S
1209.50	ALBERT LEA ELECTRIC CO.	196.43	ALBERT LEA TRIBUNE
427.46	ALLIANT ENERGY	352.72	AMERICINN AUSTIN
572.29	EARL ANDERSEN, INC.	158.20	ANKENY'S MINI MART #5
2170.00	ARM OF MN	100.85	ASTRUP DRUG INC

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

6458.40 AUBURN LAKE ACADEMY	170.00 AUSTIN AREA CHAMBER OF COMM.
706.28 AUSTIN BUILDERS SUPPLY, INC	787.64 AUSTIN DAILY HERALD
31995.09 AUSTIN UTILITIES	31492.44 BAUDOIN OIL COMPANY
9058.76 BISHOP EXCAVATING INC AND	402.29 BLUE CROSS & BLUE SHIELD OF MN
256.61 BOUND TREE MEDICAL LLC	595.94 BROCK WHITE CO LLC
4067.89 BRUENING ROCK PRODUCTS INC	6135.74 CDW GOVERNMENT INC
29815.58 CEDAR VALLEY SERVICES, INC	19710.60 CEILINGPRO
6800.53 CHARTER COMMUNICATIONS	218.90 CITY CAR WASH INC
3553.50 CLARINDA ACADEMY	12413.53 COMMISSIONER OF TRANSPORTATION
422.86 COMMUNITY UTILITY CO.	4435.31 CPS TECHNOLGY SOLUTIONS
1526.76 DALCO	2070.00 DAROLD BERGER MASONRY INC
14948.69 DELL MARKETING L P	591.08 DEXTER LP, INC
382.61 DIAMOND RIDGE PRINTING	3455.48 DANIEL DONNELLY LAW FIRM
1238.09 ELECTION SYSTEMS & SOFTWARE	1122.80 EMERGENCY AUTOMOTIVE TECHNOLOG
706.27 ETTERMAN ENTERPRISES	2653.85 L.R. FALK CONSTRUCTION CO.
212.21 FASTENAL COMPANY	563.76 IBANERI FIGUEROA
487.96 FIRESTONE COMPLETE AUTO CARE	39865.89 FOX ELECTRIC COMPANY, INC
6327.48 FREEBORN COUNTY CO-OPERATIVE O	191.60 FREEBORN COUNTY ENVIRONMENTAL
806.11 G & K SERVICES	205.00 GIRARDS BUSINESS SOLUTIONS INC
923.24 GRAINGER	17096.20 GRAZZINI BROTHERS & COMPANY
1694.40 HANSON TIRE SERVICE INC.	29514.87 HARTY MECHANICAL INC
540.00 COREY HAUER	100.00 J HORMEL NATURE CENTER
1126.79 INNOVATIVE OFFICE SOLUTIONS,LL	300.00 SANDRA JARVIS
665.09 JERRY'S SPORT CENTER INC	100.00 JOHN DUREN PHOTOGRAPHY
4776.18 JONES HAUGH & SMITH INC	100.00 CHARLES KIRCHNER
70947.00 KNUTSON CONSTRUCTION SERVICES	1131.06 LASER PRODUCT TECHNOLOGIES
1580.25 LENWAY LAW OFFICE	626.00 LHB INC
5250.00 DR LINDERMAN	598.45 LOCATORS & SUPPLIES, INC
6696.00 JEFF LONERGAN	487.85 LYNN PEAVEY CO
300.00 MACO	328.81 MATTHEW BENDER
4650.00 MAYO CLINIC	134.00 MAYO CLINIC HEALTH SYSTEM-ALBE
1854.46 MAYO CLINIC PATIENT FINANCIAL	387.54 METRO SALES INC
2600.00 MIDWEST CLINICAL PSYCHOLOGISTS	1300.00 MINNESOTA COUNTY ATTORNEYS ASS
278.98 MINNESOTA ELEVATOR, INC	255.08 MN ATTORNEY GENERAL'S OFFICE
595.91 MN SUPPLY	19703.95 MOHS CONSTRUCTION
505.21 NAPA AUTO PARTS	1700.00 OFFICE OF MN IT SERVICES
41720.91 OLYMPIC FIRE PROTECTION CORP	3328.51 ORBITCOM
730.00 OSMUNDSON BROTHERS INC	4369.05 PALMER SODERBERG INC
3813.11 PARAGON PRINTING & MAILING INC	6212.80 PARENTING RESOURCE CENTER DBA
3060.85 MARSHA PAWLUK	2474.00 PETROBLEND CORP.
22458.08 PETROLEUM TRADERS CORPORATION	1034.07 PHYSIO-CONTROL INC
211.52 PLUNKETT'S PEST CONTROL	696.30 PRISONER TRANSPORTATION SERVIC
300.00 PROFESSIONAL PORTABLE X-RAY IN	503.02 PROLINE DIST INC
108.10 PUBLIC EMPLOYEES RETIREMENT AS	342.20 QUALIFICATION TARGETS INC
436.03 RICOH USA INC	700.00 RIVERSIDE PSYCHOLOGICAL SERVIC
122.50 ROBERTS SPECIALTY COMPANY	8455.94 ROCHESTER SAND AND GRAVEL, INC
329.10 ROCKMOUNT RESEARCH & ALLOYS IN	997.12 RONCO ENGINEERING SALES, INC.
4877.41 SCHILLING SUPPLY COMPANY	1069.77 SCHMIDT-GOODMAN OFFICE PROD
338.04 SEMA EQUIPMENT, INC	3800.00 SGTS INC
255.00 SHERIFF OLMSTED COUNTY	149.41 SHRED-IT USA MINNEAPOLIS
273.21 SKB ENVIROMENTAL	14877.20 SMYTH COMPANIES LLC
27802.99 SOUTHERN MINNESOTA WOODCRAFT I	1530.00 PAUL SPYHALSKI
4344.00 ROGER STAFFELDT	242.58 ROBERT STRATTON
1245.45 SUPERIOR MECHANICAL	1295.04 DAVE SYVERSON FREIGHTLINER
300.00 TECH-ONE SERVICES LLC	10029.63 THOMSON REUTERS-WEST PAYMENT C
194.61 TIGERDIRECT	492.66 TOWMASTER TRUCK EQUIPMENT
3256.15 TURNKEY CORRECTIONS	950.00 UHL COMPANY INC
2894.87 ULLAND BROTHERS INC.	516.00 ULTRAMAX
131.94 ULVEN'S ACE HARDWARE	1136.30 UNIFORMS UNLIMITED INC
172.07 UNIVERSITY OF MINNESOTA PRINTI	11268.67 VEOLIA ENVIRONMENTAL SERVICES
365.00 VERIFIED CREDENTIALS INC	225.00 WALLACE BUSTAD EXCAVATION SERV
803.94 WASTE MANAGEMENT OF WI-MN	62851.71 WHITEWATER WIRELESS INC
335.00 WORLEIN FUNERAL HOME	592.89 Y WASTE REMOVAL INC

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