

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

March 25, 2014

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session March 25, 2014 at 8:30 am. at the Government Center in Austin, Minnesota.

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

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny to approve the agenda with additions:

1. Add item four under Community Health: Approve the Follow Along Project Grant.
2. Add out of state travel request under general business
3. Add authorization for the HR Director to offer Step 6 to the GIS/IT Specialist candidate.
4. Approval to replace a social worker/nurse position due to a resignation.

Motion carried.

Wayne Madison, Veteran's Service Officer, provided a department update. Information on the services local veterans receive in funding expanded and received was presented as well as information on the Veteran's Van Program.

HUMAN SERVICES BOARD:

Overview of director's report. Status of QCM/AMH-TCM Contact. Safeguarding of Federal Tax information. Update on proposed Family Collaborative Contacts.

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

Commissioner Ankeny moved and Commissioner Glynn seconded to approve the Safeguarding Federal Tax and Social Security Information Policy & Procedures. Motion Carried.

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

- a. REM Woodvale, Inc. – approve amendment to contract for Semi-Independent Living Services (SILS), effective April 1, 2014 to December 31, 2015.

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 Gabrielson moved and Commissioner Reinartz seconded to approve the resolution on the Social Service Actions. Motion Carried.

Date: March 25, 2014

Res. #35-14

RESOLUTION

On motion of Commissioner Gabrielson, seconded by Commissioner Reinartz, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held March 25, 2014 at the Courthouse in 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 March 1, 2014 through March 31, 2014 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 March 2014 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 March 2014 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.

Passed and approved this 25th day of March 2014.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

INCOME MAINTENANCE ACTIONS:

Commissioner Ankeny moved and Commissioner Reinartz seconded to approve the resolution on the Income Maintenance Actions. Motion Carried.

Date: March 25, 2014

Res. #36-14

RESOLUTION

On motion of Commissioner Ankeny, seconded by Commissioner Reinartz, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held March 25, 2014 at the Courthouse in 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 March 1, 2014 through March 31, 2014 are hereby approved.

BE IT FURTHER RESOLVED that all assistance payments issued during the month of March 2014 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 March 2014 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 March 2014 as listed on the Report of Refunds and Cancellation, are hereby acknowledged as received.

Passed and approved this 25th day of March, 2014.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Commissioner Ankeny moved and Commissioner Reinartz seconded adjournment at 9:45 a.m. Motion Carried.

County Board:

The Special Session of the Board was reconvened at 9:50 a.m. for regular business items.

Linda Ehmke, Chief Deputy Auditor/Treasurer was recognized for her retirement and 38 years of service to Mower County.

Motion by Commissioner Reinartz, seconded by Commissioner Gabrielson to approve the recommended appointment of Dr. James C. Shaffer to the Mower County Community Health Services Advisory Committee. Motion carried.

Motion by Ankeny, seconded by Commissioner Glynn to approve the recommended appointment of Dr. Peter Green to the Mower County Community Health Services Advisory Committee. Motion carried.

Motion by Commissioner Glynn, seconded by Commissioner Gabrielson to approve entering into the Follow Along Project Agreement with the Minnesota Department of Health. Motion carried.

The Community Health Services Administrator presented a concern that the Local Collaborative Time Study reimbursements for MN Choices may be significantly less than originally indicated by the state. When the final reimbursements are completed the Board will be provided a final update.

Additional updates were provided in the areas of the Austin Work Group, the Local Public Health assessment and planning process, upcoming local input sessions throughout the count and e-cigarette initiatives by the City of Austin.

Natalie Shawback, City Clerk for the City of Dexter made a request for the City to acquire two tax forfeited properties at no cost.

Date: March 25, 2014

Res. #37-14

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 March 25, 2014 at the Government Center, Austin, Minnesota.

WHEREAS, the Mower County Board of Commissioners has authorized the City of Dexter to request, by application that it be allowed to purchase the following described tax-forfeited lands:

Parcel 23.001.0089 The West 104 feet of Lot 17 of the Original Village of Dexter Minnesota.

Parcel 23.001.0091 The East 25 feet of Lot 17, Original Village of Dexter, Minnesota.

WHEREAS, The City of Dexter states in the application they wish to acquire the above-described land for public use to clean up a blighted area and use as a public alleyway.

NOW THEREFORE BE IT RESOLVED, that the Mower County Board of Commissioners hereby approved the conveyance purchase of the above tax-forfeited land free of charge as per the application of the City of Dexter.

Passed and approved this 25th day of March, 2014.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Diana Witt, Secretary for the Lyle Economic Development Authority made a request to acquire tax-forfeited property (PIN 27.001.0980) to be used for public purpose in accordance with Minnesota Statue 469 free of charge.

Date: March 25, 2014

Res. #38-14

RESOLUTION

On motion of Commissioner Reinartz, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held March 25, 2014 at the Government Center, Austin, Minnesota.

WHEREAS, the Mower County Board of Commissioners has authorized the Lyle Economic Development Authority to request, by application that it be allowed to purchase the following described tax-forfeited land:

Parcel #27.001.0980, Lot 4, Block 9, Village of Lyle, Mower County, State of Minnesota.

WHEREAS, The Lyle Economic Development Authority states in the application they wish to acquire the above-described land for building sites for authorized housing projects as authorized under Minnesota Statutes 469.

NOW THEREFORE BE IT RESOLVED, that the Mower County Board of Commissioners hereby approved the conveyance purchase of the above tax-forfeited land free of charge as per the application of the Lyle Economic Development Authority.

Passed and approved this 25th day of March, 2014.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Date: March 25, 2014

Res. #39-14

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 March 25, 2014 at the Government Center, Austin, Minnesota.

WHEREAS, on March 4, 2014 Resolution #28-14 was approved to withhold various properties from the April 1, 2014 tax-forfeited sale to allow interested cities an opportunity to consider acquisition, and

WHEREAS, the City of Maplevue has withdrawn their request on Parcel 28.001.0950.

THEREFORE BE IT RESOLVED, that Parcel 28.001.0950 be available for the tax-forfeiture auction on April 1, 2014.

Passed and approved this 25th day of March, 2014.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

At this point Gene Novak appeared in front of the Board on behalf of Wade Novak and requested the board to waive the \$80.00 Civil Process Service fee in regard to delinquent property taxes. Mr. Novak asserted that the Auditor/Treasurer's office had provided him payment information and this fee was not included. Doug Groh, Auditor/Treasurer reviewed the process his office follows noting this property was treated the same as other delinquent properties.

Motion by Commissioner Ankeny, seconded by Commissioner Gabrielson to approve the request of Gene Novak to waive the \$80.00 Civil Process Service fee. The Commissioners voted as follows: Commissioner Gabrielson aye, Commissioner Glynn nay, Commissioner Reinartz aye, Commissioner Ankeny aye, Commissioner Bennett nay. Motion carried 3-2.

Motion by Commissioner Gabrielson, seconded by Commissioner Glynn to accept Carrie Sharp's resignation notice and authorize the Human Resources Director to fill the Long Term Care Assessor/Case Manager position vacancy and any subsequent vacancies created from the internal posting process. Motion carried.

Motion by Commissioner Gabrielson, seconded by Commissioner Ankeny to approve the Human Resources Director to become a board member of the Parenting Resource Center. Motion carried.

Motion by Commissioner Gabrielson, seconded by Commissioner Ankeny to authorize the Human Resources Director to offer Grade 10 Step 6 of the 2014 county wage scale to the GIS/Computer Technician applicant. Motion carried.

Motion by Commissioner Gabrielson, seconded by Commissioner Ankeny to approve an unpaid leave for an employee in the Public Works department for up to four weeks or until April 21, 2014. The leave request is on file in the Human Resource Director's Office. Motion carried.

Motion by Commissioner Gabrielson, seconded by Commissioner Ankeny to add employees in the IT Department as authorized employees for the county cell phone policy list. Motion carried.

Date: March 25, 2014

Res. #40-14

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 March 25, 2014 at the Government Center, Austin, Minnesota.

WHEREAS, project number SAP 50-599-126 completed under contract number 21212 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: \$127,392.90
Final Amount: \$111,281.35 [87.35%]
Final Payment: \$5,944.07

Passed and approved this 25th day of March, 2014.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Date: March 25, 2014

Res. #41-14

RESOLUTION

On motion of Commissioner Reinartz, seconded by Commissioner Glynn, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held March 25, 2014 at the Government Center, Austin, Minnesota.

WHEREAS, project number SAP 50-622-004 completed under contract number 21209 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:

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Contract Amount: \$259,156.99
Final Amount: \$248,703.46 [95.97%]
Final Payment: \$16,125.93

Passed and approved this 25th day of March, 2014.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Motion by Commissioner Reinartz, seconded by Commissioner Gabrielson to approve the minutes of March 4, 2014. Motion carried.

Motion by Commissioner Gabrielson, seconded by Commissioner Ankeny to approve Commissioner Warrants:

Table with 2 columns: AMOUNT and VENDOR NAME. Lists various vendors and their corresponding amounts, such as A.E.S., INC. (140.00), ALBERT LEA ELECTRIC CO. (7958.30), and ADVANCED CORRECTIONAL HEALTHCA (1517.47).

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

750.00	PROFESSIONAL PORTABLE X-RAY IN	846.00	RATWIK, ROSZAK & MALONEY, ATTY
322.50	RONCO ENGINEERING SALES, INC.	608.00	RS EDEN INC
22070.00	RUD EXCAVATING INC	1707.18	RUPP, ANDERSON, SQUIRES & WALDSP
6442.96	SCHILLING SUPPLY COMPANY	415.82	SCHOOL DISTRICT 492
157.00	SE MN ORAL & MAXILLOFACIAL SUR	273.93	SEMA EQUIPMENT INC
441.00	SGTS INC	130.00	SHERIFF FREEBORN COUNTY
254.02	SHRED-IT USA MINNEAPOLIS	3723.15	THOMSON REUTERS-WEST PAYMENT C
7223.65	TURNKEY CORRECTIONS	757.74	UNIFORMS UNLIMITED INC
3368.31	VERIZON WIRELESS	2368.80	VILLAGE RANCH CHILD FAMILY SER
9860.20	VILLAGE RANCH INC	330.07	WASTE MANAGEMENT OF WI-MN
462.40	WEX BANK	417.50	WHITEWATER WIRELESS INC
172.96	Y WASTE REMOVAL INC	1280.00	YAGGY COLBY ASSOCIATES INC
5302.32	180 DEGREES INC		
	33 PAYMENTS LESS THAN \$100	1,718.98	
	MOWER COUNTY GOVERNMENT		IFD66
4/02/2014	DONNAW RECEIPTS AND DISBURSEMENTS SYSTEM	COUNTY 50	
8:48:04		WARRANTS FOR PUBLICATION	PAGE 2
	WARRANTS APPROVED ON	3/28/2014 FOR PAYMENT	3/28/2014
AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
****	FINAL TOTAL.....	\$235,807.39	****

Motion carried.

Motion by Commissioner Ankeny, seconded by Commissioner Reinartz to accept the resignation of Harold Rohne from the Mower County Housing Authority Board effective March 31, 2014. Motion carried.

Motion by Commissioner Reinartz, seconded by Commissioner Ankeny to appoint Denny Helgeson to the Mower County Housing Authority Board to fill the unexpired term of Harold Rohne through December 31, 2014. Motion carried.

Motion by Commissioner Ankeny, seconded by Commissioner Gabrielson to approve a 2002 Caterpillar 140 H Motor Grader serial number 22K07243 as surplus property and to delete a 2009 Crown Victoria from the previously approved surplus property list on March 11, 2014. Motion carried.

Motion by Commissioner Ankeny, seconded by Commissioner Reinartz to reject a request to add owner names to properties on the Assessor's website and the county's GIS webpage due to public safety concerns. Motion carried.

Motion by Commissioner Glynn, seconded by Commissioner Gabrielson to approve out of state travel for an employee to attend a conference regarding The Siebel Visitation Center Grant as on file in the County Coordinator's office. Motion carried.

Motion by Commissioner Reinartz, seconded by Commissioner Gabrielson to adjourn the meeting at 11:35 a.m. Motion carried. The next meeting is scheduled for April 1st, 2014 at 1:00 p.m.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____
Chairperson

Attest:

By: _____
Clerk/Coordinator

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