

SPECIAL SESSION OF THE MOWER COUNTY  
BOARD OF COMMISSIONERS

June 10, 2014

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session June 10, 2014 at 9:00 a.m. 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 Ankeny, seconded by Commissioner Reinartz to approve the agenda as amended by adding the following items:

Personnel: Approve/deny unpaid medical leaves (non-FMLA)  
General Business: Approve/deny Applications for Tax Abatement; and  
Liquor License Applications.

Motion carried.

**HUMAN SERVICES BOARD:**

Overview of director's report. Status on Funeral Assistance Policy. Adams Health Care Center, de-licensing of beds.

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

Commissioner Glynn moved and Commissioner Gabrielson seconded to table the revised Funeral Policy. Motion carried.

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

- a. Independent Management Services (Steve Thorson) – approve amendment to contract for Semi-Independent Living Services (SILS), effective January 1, 2014 to December 31, 2014.

Motion carried.

Commissioner Gabrielson moved and Commissioner Glynn 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 Ankeny moved and Commissioner Reinartz seconded to approve the Social Service Actions. Motion carried.

**INCOME MAINTENANCE ACTIONS:**

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

Motion made by Commissioner Gabrielson, seconded by Commissioner Glynn 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 9:28 a.m. for regular business items.

Deb Heise, Social Worker, was recognized for retirement from Mower County with 15 years of service.

Scott Baudler, provided the Board with an update on the activities and function of "The Bridge."

Commissioner Gabrielson, on behalf of the Personnel Committee, reported to the Board that a change made to the PTO policy on January 1, 2012 resulted in using years of service for determining the accrual rate on the PTO schedule. Prior to this change the accrual rate was based on hours worked per year, meaning part-time positions received a prorated accrual of their PTO. When the policy changed the accrual method was changed for those persons currently in part-time positions. There was one employee, employee number 74, whose accrual rate had not been adjusted because they were not on the list of part-time employees because she had accepted a full-time position. Due to not being on the list of positions that were qualified for this change, this employee has been accruing at the wrong rate. The recommendation to correct this is to credit the PTO that was not given to this employee since the change in policy by crediting 40 hours to her PTO bank and to pay out 51.17 hours of PTO at the rate at which it was accrued.

Motion made by Commissioner Gabrielson, seconded by Commissioner Ankeny to pay out 51.17 hours of PTO at the rate of pay it was accrued and to credit 40 hours to the PTO bank for employee number 74. Motion carried.

Commissioner Gabrielson further reported to the Board that a request has been received by the Human Resources Director for an employee in the Highway Department for an unpaid leave of absence beyond that provided by FMLA. The request is to grant approximately an additional 3 months beyond what is required under FMLA leave.

Motion made by Commissioner Gabrielson, seconded by Commissioner Ankeny to approve an additional 12 weeks (beyond FMLA) as an unpaid leave for employee number 3010 until August 29, 2014. This leave is conditioned upon the receipt of an updated physician's statement on or before August 29, 2014, regarding the condition and ability to return to work. Motion carried.

Lastly, Commissioner Gabrielson reported that a request has been received by the Human Resources Director for an employee in the Health and Human Services Department for an unpaid medical leave of absence for up to 8 weeks. The approximate start date is August 14, 2014. The request is for employee number 5042.

Motion made by Commissioner Gabrielson, seconded by Commissioner Ankeny to approve an unpaid medical leave of absence for employee number 5042 for up to 8 weeks, to begin on or about August 14, 2014. Motion carried.

Commissioner Reinartz, on behalf of the Finance Committee, informed the Board of a request of the County Sheriff to amend the Sheriff's budget by \$20,000 for the purchase of 13 Toughbooks for the squad cars. It was reported that unforeseen changes/updates in the computer software system has rendered the computers in the squads unusable due to incompatibility with the new software.

Motion made by Commissioner Reinartz, seconded by Commissioner Gabrielson to amend the Sheriff's budget in the amount of \$20,000 to purchase refurbished Toughbooks for the squads. Motion carried.

Commissioner Reinartz further reported that a Jail has requested a budget amendment to purchase inmate exercise equipment in the amount of \$3,315 from canteen fund reserves.

Motion made by Commissioner Reinartz seconded by Commissioner Glynn to amend the jail budget for the purchase of inmate exercise equipment in the amount of \$3,315 from canteen fund reserves. Motion carried.

Commissioner Ankeny, on behalf of the Building Committee, reported that staff is receiving bids for painting the walls and new flooring in selected areas of the government center.

The attendees at the District IX AMC meeting provided the rest of the board with a brief update of the meeting.

The Board recessed at 10:04 a.m. and reconvened at 10:13 a.m.

Angie Knish, Environmental Services Supervisor, provided the Board with a report on the events, results and recommendation of the inspection performed at 24248 534<sup>th</sup> Avenue, Austin, MN due to the reported public health nuisance pertaining to cockroaches. The landlord was present at the meeting. A discussion followed.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn to order that the source of the public health nuisance, an infestation of cockroaches, present at 24248 34<sup>th</sup> Avenue, Austin, MN 55912 be abated/removed at the landlord's expense allowing the landlord to schedule the abatement by hiring a pest control firm of his choosing as long as the abatement is done in accordance with State guidelines, the abatement completed within 10 days and allowing the property to be inspected following the abatement. Motion carried.

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Motion made by Commissioner Reinartz, seconded by Commissioner Gabrielson to approve the warrants:

Table with 4 columns: AMOUNT, VENDOR NAME, AMOUNT, VENDOR NAME. Lists various vendors and their amounts, including ABOVE ALL CLEANING, INC, ANKENY'S MINI MART #5, AUSTIN NEWSPAPERS INC, etc.

Motion carried.

Date: June 10, 2014

Res. #53-14

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 June 10, 2014 at the Government Center, Austin, Minnesota.

WHEREAS, on June 10, 2014 St. John's the Baptist Church presented a request for a Minnesota Lawful Gambling License for gambling to be conducted at St. John's the Baptist Church, Adams, MN;

BE IT RESOLVED THAT, the Mower County Board of Commissioners does hereby approve the issuance of a Minnesota Lawful Gambling License to St. John's the Baptist Church for gambling at St. John's the Baptist Church, Adams, Minnesota.

Passed and adopted this 10<sup>th</sup> day of June, 2014.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

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

Motion made by Commissioner Ankeny, seconded by Commissioner to deny the Application for Abatement of penalty and interest in the amount of \$352.00 requested by Justin Hulst in regard to parcel number 19.021.0030 in Mower County for taxes payable in 2013. The basis for denial is based on Minnesota Statute §375.192. Motion carried.

Motion made by Commissioner Reinartz, seconded by Commissioner Ankeny to deny the Application for Abatement of penalty and interest in the amount of \$10.32 requested by Joan Diggins in regard to parcel number 34.910.0080 in Mower County for taxes payable in 2014. The basis for denial is based on Minnesota Statute §375.192. Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Reinartz to approve the following liquor and 3.2 beer licenses effective July 1, 2014 through June 30, 2013 unless otherwise noted:

- Cedar River Country Club   Liquor
- Windrift Lounge           Liquor
- Echo Lanes                 Liquor
- Beaver Trails Jellystone   3.2 beer
- Meadow Greens Golf Course 3.2 beer
- St. John's Catholic Church   3.2 beer temporary for July 13, 2014

Motion carried.

Motion by Commissioner Reinartz, seconded by Commissioner Glynn to adjourn the meeting at 10:55 a.m. Motion carried. The next meeting is scheduled for June 24, 2014 at 9:00 a.m.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

Attest:

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

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