

SPECIAL SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

June 24, 2014

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session June 24, 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 Glynn, seconded by Commissioner Reinartz to approve the agenda with additions as follows: 1) Liquor/Beer licenses for Four Daughters full liquor, Chateau Raceway 3.2 beer and Lansing Corners 3.2 beer. Motion carried.

HUMAN SERVICES BOARD:

Overview of director's report – Clarification: GRH 1% / others @ 5% directed for service provision. GRH is room and board only. Update on funeral assistance policy. Update on family collaborative contract.

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

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

- a. Cardinal of Minnesota (Cardinal Circle) – renew agreement for Group Residential Housing Services, effective July 1, 2014 to June 30, 2016.
- b. Cardinal of Minnesota (Orchard Creek) - renew agreement for Group Residential Housing Services, effective July 1, 2014 to June 30, 2016.
- c. Cardinal of Minnesota (Southwind) - renew agreement for Group Residential Housing Services, effective July 1, 2014 to June 30, 2016.
- d. Cenneidigh, Inc. – renew agreement for Group Residential Housing Services, effective July 1, 2014 to June 30, 2016.
- e. Frank, Carlton & Gina – renew contract for Chemical Use Assessments, effective January 1, 2014 to December 31, 2014.
- f. Hanson, Diane - renew agreement for Group Residential Housing Services, effective July 1, 2014 to June 30, 2016.
- g. Minnesota State Operated Community Services (Parkview) - renew agreement for Group Residential Housing Services, effective July 1, 2014 to June 30, 2016.

- h. Minnesota State Operated Community Services (Shady Grove) - renew agreement for Group Residential Housing Services, effective July 1, 2014 to June 30, 2016.
- i. Mower County Sheriff – renew contract for Fraud Services, effective January 1, 2014 to December 31, 2014.
- j. Skinness, Julie – renew agreement for Group Residential Housing Services, effective July 1, 2014 to June 30, 2016.

Motion carried.

Commissioner Ankeny 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.

Date: June 24, 2014

Res. #54-14

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 24, 2014 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 June 1, 2014 through June 30, 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 June 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 June 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.

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 24th day of June, 2014.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Date: June 24, 2014

Res. #55-14

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 June 24, 2014 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 June 1, 2014 through June 30, 2014 are hereby approved.

BE IT FURTHER RESOLVED, That all assistance payments issued during the month of June 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 June 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 June 2014 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 24th day of June, 2014.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Motion made by Commissioner Gabrielson, seconded by Commissioner Reinartz to adjourn the Human Services Board meeting at 9:25 a.m. Motion carried.

COUNTY BOARD

The Special Session of the Board was reconvened at 9:32 a.m. for regular business items.

Lisa Kocer, Community Health Supervisor, introduced the new registered nurse, Sally Garry.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz to approve the amended PHEP grant agreement with the Minnesota Department of Health effective July 1, 2014 through June 30, 2015. Motion carried.

Lisa Kocer also provided the Board with the 2014 Legislative Session Summary from the Local Public Health Association and other Community Health Updates – cockroach infestation and the local collaborative time study.

The Board recessed at 9:48 a.m. and reconvened at 9:55 a.m.

Motion made by Commissioner Gabrielson, seconded by Commissioner Ankeny to authorize utilizing Hill, Larson and Walth & Benda, PA for professional services to audit payroll, cash balances and the balance of prior years' benefit expenses. Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Ankeny to hire a temporary person up to 500 hours to provide accounting support in Public Works and Finance. Motion carried.

Gerald Frein, Maintenance & Equipment Operator, was recognized for retirement from Mower County with 22 years of service.

Jill Cordes, County Recorder, informed the Board that the department had received a letter from the State that effective December 1, 2014 the UCC program would be canceled at the county level. The department has been receiving approximately \$9,000 revenue annually from this program. Affected counties are collaborating in an effort to reinstate the UCC program back to the counties. A proposed letter opposing the change has been drafted for the Board's consideration to approve and send to the governor and legislators.

Motion made by Commissioner Gabrielson, seconded by Commissioner Glynn to approve having the Chair send a letter to legislators and the governor opposing the Secretary of State's action to remove County authority for UCC filings and searches. Motion carried.

Public Works Director, Mike Hanson, with Jeff Weaver, Solid Waste Officer, presented information to the Board concerning the possibility of switching to a Single Sort Recycling Method. A discussion followed concerning the areas (residential county wide, cities and towns) to include in the program if a switch is made, a cost comparison, a potential increase in participation in recycling and the ability to recycle more and different materials than currently recycling. The Solid Waste Committee will continue to review this possibility and will bring back additional information and a recommendation for the Board's consideration at a future date.

Motion made by Commissioner Reinartz, seconded by Commissioner Ankeny to set the project letting date to July 21, 2014 at 1:00 p.m. at the office of Public Works and awarded at the County Board of Commissioner's meeting for County project SAP 050-607-037. Motion carried.

Date: June 24, 2014

Res. #56-14

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 June 24, 2014 at the Government Center, Austin, Minnesota.

WHEREAS, project number SAP 050-599-130 completed under contract number 21213 by Midwest Contracting, LLC, 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: \$ 123,655.00
Final Amount: \$ 121,125.00 [97.95%]
Final Payment: \$ 6,056.25

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Passed and approved this 24th day of June, 2014.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn to approve the minutes of June 3, 2014 and June 10, 2014. Motion carried.

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

| AMOUNT | VENDOR NAME | AMOUNT | VENDOR NAME |
|----------|--------------------------------|----------|--------------------------------|
| 335.00 | ADAMS RIZZI & SWEEN | | |
| 293.95 | AMERICAN LEGION OF LEROY POST | 294.55 | AMERICAN LEGION POST 161 AUXIL |
| 300.00 | AMERICAN LEGION POST 91 | 10454.80 | AMERICAN SOLUTIONS FOR BUSINES |
| 117.01 | ARROW PRINTING | 300.00 | AUSTIN AWNING COMPANY |
| 608.71 | AUSTIN NEWSPAPERS INC | 220.44 | AUTO VALUE AUSTIN |
| 329.57 | BEAR GRAPHICS, INC | 130.00 | BJORKLUND COMPENSATION CONSULT |
| 2808.20 | BLUFF COUNTRY SEPTIC SYSTEMS L | 154.47 | BOUND TREE MEDICAL LLC |
| 2422.32 | CDW GOVERNMENT INC | 26058.19 | CEDAR VALLEY SERVICES, INC |
| 1915.57 | CENTRAL STATES WIRE PROD | 147.71 | CHARTER COMMUNICATIONS |
| 552.68 | CHILDREN'S HOSPITALS & CLINICS | 172.25 | ALETA CHRISTOPHERSON |
| 166.76 | CINTAS CORPORATION | 781.92 | JILL CORDES |
| 261.00 | COUNTRY INN & SUITES | 835.65 | DALCO |
| 29077.88 | DEPARTMENT OF CORRECTIONS | 6288.80 | DANIEL DONNELLY LAW FIRM |
| 13320.16 | EMERGENCY AUTOMOTIVE TECHNOLOG | 34953.00 | ERICKSON ENGINEERING CO., LLC |
| 199.07 | ETTERMAN ENTERPRISES | 180.00 | EVANS APPLIANCE REPAIR |
| 10504.93 | FALKSTONE LLC | 421.22 | FERNBROOK FAMILY CENTER |
| | | 7715.59 | GERARD TREATMENT PROGRAM |
| 197.76 | GILLUND ENTERPRISES | 300.40 | GRAINGER |
| 866.48 | HANSON TIRE OF AUSTIN INC | 986.00 | HD SUPPLY FACILITIES MAINTENAN |
| 4639.80 | HESELTON CONSTRUCTION LLC | 277.80 | HOLIDAY FORD LINCOLN MERCURY |
| 2000.04 | CONVEYORS, HOSE | 500.00 | HOVERSTEN,JOHNSON,BECKMANN & H |
| 920.05 | INNOVATIVE OFFICE SOLUTIONS,LL | 416.50 | KRUEGER TRANSPORTATION |
| 494.50 | EVAN LARSON LAW OFFICE | 425.07 | LASER PRODUCT TECHNOLOGIES |
| 106.44 | LAWSON PRODUCTS, INC | 1100.00 | LENWAY LAW OFFICE |
| 620.00 | LHB INC | 147.25 | LOCATORS & SUPPLIES, INC |
| 300.00 | LYLE AMERICAN LEGION | 104.10 | LYNN PEAVEY CO |
| 3522.33 | MANPOWER | 227.00 | MAYO CLINIC HEALTH SYSTEM-ALBE |
| 215.00 | MED CITY MOBILITY, LLC | 108.20 | MEDTOX LABORATORIES INC |
| 5665.50 | MELCHERT HUBERT SJODIN | 239.00 | METRO SALES INC |
| 63630.02 | MIDWAY FORD COMPANY | 6056.25 | MIDWEST CONTRACTING, LLC |
| 162.99 | MIDWEST DIESEL SALES & SERVICE | | |
| 529.61 | MII LIFE | 312.00 | MINNESOTA ELEVATOR, INC |
| 400.00 | MINNESOTA SHERIFFS ASSOCIATION | 487.50 | MJ O'CONNOR INC |
| 257.20 | MN SUPPLY | 235.00 | MOWER COUNTY SHOPPER |
| 699.00 | MSBA | 394.00 | MULTI REGIONAL RAINING CENTER |
| 281.79 | NAPA AUTO PARTS | 5067.13 | NATIONAL BUSINESS SYSTEMS INC |
| 243.79 | NCH CORPORATION | 4256.00 | NEOGOV |
| 528.00 | NUTRITION MATTERS INC | 10890.00 | OLMSTED COUNTY COMMUNITY SERVI |
| 270.00 | SUSAN PHIPPS-YONAS,PHD | 5890.00 | PRAIRIE LAKES YOUTH PROGRAMS |
| 1325.00 | PREVENT CHILD ABUSE AMERICA | 1926.10 | PRISONER TRANSPORTATION SERVIC |

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

| | |
|--|--|
| 168.00 PRO CAL CORPORATION | 150.00 PROFESSIONAL PORTABLE X-RAY IN |
| 1702.80 PRS | 40600.00 QUANTUM SPATIAL |
| 495.00 RATWIK, ROSZAK & MALONEY, ATTY | 11542.50 GERALD ROBINSON |
| 559.20 RONCO ENGINEERING SALES, INC. | 559.30 RUFFRIDGE-JOHNSON EQUIPMENT CO |
| 2304.30 SEA CHANGE | 25061.56 SEVERSON OIL CO |
| 130.00 SHERIFF FREEBORN COUNTY | 675.00 SOTA |
| 686.53 SOUTHEAST MECHANICAL INC | 250.00 SOUTHEAST SERVICE COOPERATIVE |
| 290.50 SPRING VALLEY OVERHEAD DOOR CO | |
| 2302.73 DAVE SYVERSON FREIGHTLINER | 3365.09 THOMSON REUTERS-WEST PAYMENT C |
| 10079.40 TWIN CITY SECURITY INC | 1645.80 UHL COMPANY INC |
| 82548.60 ULLAND BROTHERS INC. | 288.85 UNIFORMS UNLIMITED INC |
| 262.03 UNITED LABORATORIES | 3737.71 VERIZON WIRELESS |
| 2622.60 VILLAGE RANCH CHILD FAMILY SER | 11182.94 VILLAGE RANCH INC |
| 3300.00 WELCOME CENTER INC | 748.95 WEX BANK |
| 865.61 Y WASTE REMOVAL INC | 5847.89 180 DEGREES INC |
| 34 PAYMENTS LESS THAN \$100 | 1,522.97 |
| **** FINAL TOTAL..... | \$496,037.86 **** |

Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Reinartz to approve the following contractor payments on the LEC / HHS remodel project from Pay Application #11 of which some of the applications are final payment applications as indicated:

| | | |
|----------------------|------------|-----------------------------------|
| Wagner Construction | \$7,694.45 | |
| Midwest Elevator | 692.00 | Final |
| Superior Mechanical | 5,919.92 | |
| | 12,061.10 | Final |
| Fox Electric | 14,549.90 | Final |
| Albert Lea Electric | 401.18 | Final |
| Knutson Construction | 1,667.00 | HOLD for additional Documentation |

Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz to approve the PRISM grant contract effective June 1, 2014 in the amount of \$3,529.41 and authorize the County Coordinator to sign the agreement. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn to rescind the PTO payout portion of the 6-10-14 motion for employee number 74 and credit all PTO to the employee's PTO bank to correct the error. Motion carried.

Motion made by Commissioner Reinartz, seconded by Commissioner Ankeny to approve settlement agreement for the Bodensteiner insurance claim against the County. Motion carried 4-1. Commissioner Gabrielson voted nay.

Motion made by Commissioner Glynn to increase notary service fee from \$1.00 to \$5.00. Motion failed for lack of a second. The Commissioners would like additional information.

Motion made by Commissioner Glynn, seconded by Commissioner Gabrielson to approve the liquor/beer/wine licenses effective July 1, 2014 through June 30, 2015 for the following:

| | |
|------------------------------------|-------------|
| Four Daughters Vineyard and Winery | Full Liquor |
| Chateau Raceway | 3.2 Beer |

Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Gabrielson to approve the annual Solid Waste Collection Service Permits for Freeborn County Co-op and the Solid Waste Management Facility Permit or Hillier Composting. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz to approve contract between Austin Township and Mower County for 2015 Assessments. Motion carried.

Motion by Commissioner Glynn, seconded by Commissioner Gabrielson to adjourn the meeting at 11:17 a.m. Motion carried. The next meeting is scheduled for July 1, 2014 at 1:00 p.m.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____
Chairperson

Attest:

By: _____
Clerk/Coordinator

INDEX

2

2015 Assessments Contract
Austin Township, 164

A

adjourn, 164
adjourn Human Services Board, 160
agenda
with modifications, 157
audit--payroll, cash balances
Hill, Larson, Walth & Benda, 160

D

destruction of files, 158

H

Human Services Accounts Payable, 157

I

insurance claim settlement
Bodensteiner, 163

L

LEC / HHS remodel
payment applications -- FINAL, 163
letter opposing decision to remove County Authority of
UCC filings and searches, 161
liquor/beer/wine licenses, 164

M

minutes, 162

P

PHEP grant agreement amendment, 160
PRISM grant contract, 163
PTO payout rescind action of 6-10-14, 163
Purchase of Service Agreements
Chemical Use Assessments

Frank, Carlton & Gina, 157
Fraud Services
Mower County Sheriff, 158
Group Residential Housing
Cardinal of MN (Cardinal Circle), 157
Cardinal of MN (Orchard Creek), 157
Cardinal of MN (Southwind), 157
Cenneidigh, Inc., 157
Hanson, Diane, 157
MN State Operated Community Services
(Parkview), 157
MN State Operated Community Services (Shady
Grove), 158
Skinnes, Julie, 158

R

Res. #54-14 social service cases, 158
Res. #55-14 income maintenance cases, 159
Res. #56-14 final payment SAP 050-599-130, 161
retirement
G. Frein, Maintenance & Equipment Operator, 160

S

set letting date
SAP 050-607-037—7-21-14, 161
Single Sort Recycling Method
discussion, 161
Solid Waste Collection Service Permits, 164
Solid Waste Management Facility Permit(s), 164

T

temporary accounting assistance PW, 160

U

UCC filings and searches
oppose authority turned over to State, 161

W

warrants
Commissioner, 162