

SPECIAL SESSION OF THE MOWER COUNTY  
BOARD OF COMMISSIONERS

December 23, 2014

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session December 23, 2014 at 8:30 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 Ankeny to approve the agenda with additions as follows:

Under Community Health Services

Grant Project Agreement – Title V Maternal & Child Health Block Grant  
Child & Teen Checkups 2015-17 Administrative Services Contract

Under General Business

Equipment Replacement Agreement for LEC  
Appointment to County HRA  
Appointment to County Extension Committee  
Request of SWCD for high resolution aerials  
Motion on December 31, 2014 warrants  
Motion on Sewer Loans

Under Personnel Committee

Approval of Pay Equity Report

Motion carried.

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

**HUMAN SERVICES BOARD:**

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz to approve payment to vendors for Human Services Accounts Payable. Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Glynn to approve the Addendum to the CREST Initiative Cooperative Agreement for 2015. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Gabrielson to authorize the Chair and the Director to sign the following Purchase of Service Agreements:

- a. Corcoran, Gary (Quality Community Services, Inc.) – renew contract for Adult Mental Health Outreach Services (The Bridge), effective January 1, 2015 to December 31, 2015.
- b. Donnelly, Daniel – renew contract for CHIPS Attorney Services, effective January 1, 2015 to December 31, 2015.
- c. Lenway, Thomas – renew contract for CHIPS Attorney Services, effective January 1, 2015 to December 31, 2015.
- d. Spyhalski, Paul – renew contract for CHIP Attorney Services, effective January 1, 2015 to December 31, 2015.
- e. Workforce Development, Inc. – renew contract for MFIP & DWP Services, effective January 1, 2015 to December 31, 2015.

Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz to approve the Social Service Actions. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny to adjourn the Human Services Board meeting at 9:17 a.m. Motion carried.

**COUNTY BOARD**

The Special Session of the Board was reconvened at 9:21 a.m. for regular business items.

Lisa Kocer, Interim Health & Human Services Director, informed the Board that Pam Kellogg, Public Health Supervisor, was the recipient of 2014 Betty Hubbard Maternal and Child Health Leadership Award.

Motion made by Commissioner Gabrielson, seconded by Commissioner Glynn to approve the Title V Grant Project Agreement with the Minnesota Department of Health effective January 1, 2015 through December 31, 2016 with a grant allocation of \$97,716. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny to approve the contract for Child and Teen Checkups Administrative Services between Mower County Board of Health and Mower County Health & Human Services effective January 1, 2015 through December 31, 2017 with a grant allocation of \$132,500. Motion carried.

Community Health Updates provided to the Board included Infectious Disease updates pertaining to cases of Pertussis, Influenza in the schools and SHIP program providing signage for bike trails.

Motion made by Commissioner Glynn, seconded by Commissioner Gabrielson to approve the minutes of December 11, 2014 and December 11, 2014 truth-in-taxation hearing. Motion carried.

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

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
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COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

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<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
180 Degrees Inc	4,704.03	Laser Product Technologies	986.89
Alliant Energy	326.94	Law Enforcement Technology Group Llc	7,062.50
American Lung Association	1,975.91	Little Falls Machine, Inc.	2,022.06
Austin Electric Inc.	627.00	Mantek	654.44
Austin Newspapers Inc	1,072.92	Mayo Clinic -Rochester	1,550.00
Auto Value Austin	115.60	Mayo Clinic Health System-Albert Lea &	10,752.18
Bachman Printing	335.40	Mayo Clinic Health System-Mankato	116.00
Baudoin Oil Company	3,521.51	Metro Sales Inc	699.80
Bear Graphics, Inc	612.42	Midwest Teletron Inc	225.15
Bob Barker Company Inc.	1,633.62	Minnesota Elevator Inc	318.00
Boe Brothers Tiling Inc	6,401.19	Mj O'connor Inc	1,728.29
Bruening Rock Products Inc	566.32	Nasco	188.95
Bustad Dozing And Excavating Inc	988.71	Neenah Enterprises Inc	883.15
Cardinal Health	1,197.89	Orbitcom	118.80
Care Express Products Inc	223.24	Petroblend Corp.	811.96
Cdw Government Inc	702.84	Plunkett & Associates Inc	3,350.00
Cedar Valley Services, Inc	28,828.05	Pomp's Tire Service, Inc	7,326.72
Central States Wire Prod	3,622.83	Proline Dist Inc	355.36
Charter Communications	132.62	Psc Alliance Inc	1,400.00
Community Utility Co.	523.86	Quantum Spatial Inc	60,900.00
Craftmaster Hardware Co Inc	478.00	Rochester Petroleum Equipment	205.50
Crysteel Truck Equipment, Inc.	2,764.80	Ronco Engineering Sales, Inc.	149.80
Culligan Of Austin	103.40	Rowekamp Associates Inc	400.00
Dalco	3,368.16	Schmitz Electric Co Inc	1,094.04
Darrick's Preferred Auto Inc.	124.50	Ses Inc	10,470.00
Diamond Ridge Printing	199.50	Shred-It Usa Minneapolis	138.14
Donnelly Law Firm/Daniel	2,219.27	Spyhalski/Paul	1,220.00
Election Systems & Software	10,325.25	Stratton/Robert	666.88
Erickson Engineering Co., Llc	151.00	Thomson Reuters-West Payment Center	159.12
Etterman Enterprises	845.15	Ulland Brothers Inc.	1,795.94
Fernbrook Family Center	635.31	Ulven's Ace Hardware	187.90
Fox Electric Company, Inc	911.60	Veolia Environmental Services Inc	9,631.15
Galls Llc	374.00	Verizon Wireless	4,003.42
Garcia Clinical Laboratory	226.00	Verizon Wireless - Lert B	200.00
Harty Mechanical Inc	4,592.87	Village Ranch Inc	4,509.25
Hertog Psyd Lp/Gary	1,600.00	Vogel/Nancy	550.00
Ibm Corporation	436.80	Waste Management Of Wi-Mn	118.27
Innovative Office Solutions,Llc	421.57	Welcome Center Inc	1,456.25
Jarvis/Sandra L	225.00	Wex Bank	715.80
Johnson/Arnie	245.74	Y Waste Removal Inc	785.21
27 Payments less than	1,114.81	Final Total:	229,382.55

Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz to approve the Audit Engagement Letter with Clifton Larson Allen for the 2014 audit. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz to authorize the Chair and the Coordinator to sign the Bi-lateral Easement Agreement with the City of Austin regarding parking lot stall exchange along vacated 1<sup>st</sup> Street NE between 2<sup>nd</sup> and 4<sup>th</sup> Avenues NE. Motion carried.

**Date: December 23, 2014**

**Res. #86-14**

**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 23, 2014 at the Government Center, Austin, Minnesota.

WHEREAS, in 2010 the County developed three (3) parking lots in addition to the Law Enforcement Center lot for usage for its downtown Austin facilities and adopted Resolution #49-10 on September 7, 2010; and

WHEREAS, on January 24, 2011 the Board modified Resolution #49-10 modifying the area known as Parking Lot B converting 10 public parking stalls to employee permit parking stalls; and

WHEREAS, in October 2013, the County entered into a lease agreement with the Austin Daily Herald establishing another downtown parking lot and modified its Law Enforcement Lot usage and adopted Resolution #74-13 on October 22, 2013 nullifying/modifying the provisions of the modified Resolution #49-10; and

WHEREAS, on February 11, 2014, the Board entered into an agreement with the City of Austin for parking enforcement of its lots; and

WHEREAS, on February 24, 2014, the Board modified Resolution #74-13 to allow jurors with permits to park in employee permit parking designated areas; and

WHEREAS, on May 27, 2014 the Board accepted the proposal of the City of Austin via a bilateral easement agreement to swap parking lot stalls with the City of Austin for 19 stalls in County Lot C with 19 stalls on the east side of the City Lot located just north of the Government Center and accepted a purchase offer of \$75,000 from the City of Austin for the County Parking Lot A (known as the Old Library lot); and

WHEREAS, on October 14, 2014 the Board approved the Purchase Agreement for the sale of County Parking Lot A to the City of Austin; and

WHEREAS, on December 23, 2014 the Board authorized the execution of the Bi-lateral Easement Agreement with the City of Austin for the swap of 19 parking lot stalls related to County Parking Lot C; and

WHEREAS, MS 373.26 allows the County Board to regulate the use of the parking facilities; and

WHEREAS, the Board has determined the best use of the property to be a combination of public parking, employee parking, county owned vehicle parking and handicap parking;

NOW THEREFORE BE IT RESOLVED, that effective January 1, 2015 the usage of the parking lots be designated as follows and further detailed on maps on file in the County Coordinator's office:

- A. Parking Lot B. (*Old Robbin's Furniture Block*) Employee parking by permit (and Jurors with a permit) between the hours of 7 a.m. through 4 p.m. Monday through Friday.

- B. Parking Lot C. (Vacated 1<sup>st</sup> Street NE between 2<sup>nd</sup> Avenue NE and 3rd Avenue NE and 19 Stalls in the City Lot north of 2<sup>nd</sup> Avenue NE and west of 1<sup>st</sup> Street NE in accordance with the Bi-Lateral Easement Agreement). Employee parking by permit (and Jurors with a permit) in the designated sections between the hours 7 a.m. through 4 p.m. Monday through Friday. Public parking not to exceed a time limit of 90 minutes in the designated section Monday through Friday. Handicap parking as designated.
- C. Parking Lot D. (Leased lot from Austin Daily Herald) Employee parking by permit in the designated section with no time limit and department vehicles in the designated section with no time limit (24/7).
- D. Law Enforcement (LEC) Lot. The Law Enforcement Center parking lot shall be designated for public safety vehicles only in the designated section, one stall for building maintenance, one stall for veterans' service customers and six stalls for 30 minute public parking in the designated section.

BE IT FURTHER RESOLVED, that parking shall be enforced by the Sheriff, or the Sheriff's designee, who is authorized to ticket violations with a \$10.00 fine and tow vehicles at the owner's expense when necessary to cure violations and enforced by the City of Austin pursuant to the February 11, 2014 Agreement with the City of Austin for parking lot enforcement.

Passed and approved this 23<sup>rd</sup> day of December, 2014.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

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

Motion made by Commissioner Gabrielson, seconded by Commissioner Glynn to appoint Jim Risius to the Planning Commission / Board of Adjustment effective for a 3-year term effective January 1, 2015 through December 31, 2017. Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Reinartz to approve the three year maintenance agreement with Freeborn County in the amount of \$18,100 each year for the voice logger in dispatch. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz to approve the reappointment of Jen Ulwelling to the Mower County Housing and Redevelopment Authority for a term effective January 1, 2015 through December 31, 2019. Motion carried.

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

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Motion made by Commissioner Glynn, Commissioner Reinartz to reappoint Mr. Bob Balgeman to the Extension Committee for a term effective January 1, 2015 through December 31, 2017. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Gabrielson to approve the quote of Quantum Spatial in the amount of \$101,500 for aerial photos with the City of Austin and Austin Utilities responsible for \$16,500 for high resolution aerial photos over the City of Austin. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Gabrielson to approve warrants as of 12/31/14 for year-end. Motion carried. *For reporting purposes the following list is the warrant file that the Commissioners approved for payment at year end:*

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
A+ Printing	\$355.00	Kroupa/Ken	\$147.06
Advanced Correctional Healthcare Inc	\$2,014.90	Laser Product Technologies	\$629.45
Americare Mobility Van, Inc.	\$322.60	Lenway Law Office	\$650.00
American Solutions For Business	\$4,231.89	Lynn Peavey Co	\$337.40
Anoka Co Juvenile Center	\$12,422.00	Manpower	\$423.36
Association Of Minnesota Counties	\$1,400.00	Mayo Clinic Health System-Albert Lea &	\$4,141.32
Austin Area Chamber Of Comm.	\$500.00	Msop-Mn Sex Offender Program	\$10,230.00
Austin Hra	\$145.00	Metro Sales Inc	\$270.95
Austin Newspapers Inc	\$2,270.11	Midwest Clinical Psychologists	\$2,100.00
Austin Utilities	\$229.73	Midwest Monitoring & Surveillance	\$6,165.00
Auto Value Austin	\$105.99	Minnesota Elevator Inc	\$12,255.00
Autozone Inc	\$120.00	Minnesota Human Services	\$3,063.07
Cardmember Service	\$4,315.18	Mn Supply	\$218.55
Child Care Resource & Referral, Inc	\$549.00	Mower County Soil & Water Cons	\$1,800.00
Crawford/Kim	\$125.00	Msop-Mn Sex Offender Program	\$15,856.50
Darcan	\$26,069.20	Napa Auto Parts	\$520.85
Dell Marketing L P	\$25,943.78	Office Of Mn It Services	\$1,482.32
Diamond Ridge Printing	\$528.00	Regents Of The University Of Minnesota	\$16,632.51
Digit Media Llc	\$300.00	Schilling Supply Company	\$762.28
Faegre & Benson Llp	\$805.00	Se Mn Region One Emergency Managers	\$12,416.99
Firestone Complete Auto Care	\$1,621.60	Semngtf	\$297.00
First Farmers & Merchants Bank	\$519.64	St. Peter Rtc - 472	\$8,298.00
Freeborn County Dhs	\$2,368.74	Sun Life Financial	\$4,187.77
Gerard Treatment Program	\$7,466.70	The Hartford	\$301.54
Grainger	\$100,311.90	Thomson Reuters-West Payment Center	\$2,371.47
Handivan Of Rochester Llc	\$171.90	Tovar-Johnson/Kaylene	\$164.00
Heimer/Shari	\$125.00	Turnkey Corrections	\$4,056.59
Hoffman Enterprises	\$590.00	Whitewater Wireless Inc	\$55,277.95
Holiday Cars, Inc.	\$481.20	Workforce Development Inc	\$35,534.97
Hormel Nature Center/J C	\$105.00	Y Waste Removal Inc	\$186.14
Innovative Office Solutions,Llc	\$513.00	Young,Dds,Ms/Richard B	\$275.00
Jarvis/Sandra L	\$300.00	36 Payments Less Than 100	\$1,933.01
		FINAL TOTAL:	\$400,313.11

**Date: December 23, 2014**

**Res. #87-14**

**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 December 23, 2014 at the Government Center, Austin, Minnesota.

WHEREAS, on July 23, 1996, the Mower County Board of Commissioners passed and adopted Ordinance #3-96, which authorizes and establishes the Mower County ISTS Loan Program, and

WHEREAS, on July 23, 1996, the Mower County Board of Commissioners by motion adopted the Individual Sewage Treatment Systems (ISTS) Loan Procedural Guide, and

WHEREAS, Mower County has received monies to fund the Mower County ISTS Loan Program, and

WHEREAS, affected property owners who sign the ISTS Loan and Assessment Agreement have agreed that their ten year loan repayment, plus interest, at the per annum rate of 3%, shall be added in equal annual installments to the real estate tax levied on the affected property, and

WHEREAS, said property owners have the right to pay off the remaining balance of the loan before November 15<sup>th</sup> of any year thereafter, and

WHEREAS, the County Auditor-Treasurer has submitted a list of affected properties, owners and amounts. Said list is identified as 2014/15 Sewer Assessment – ISTS Loans, and is on file in the office of the Auditor-Treasurer.

NOW THEREFORE BE IT RESOLVED, there is now levied against the properties listed in the County Auditor-Treasurer's 2014/15 Sewer Assessment ISTS Loans list, an amount, plus interest, necessary to repay the monies loaned by Mower County for upgrade or repair of individual sewage treatment systems.

BE IT FURTHER RESOLVED, that the amount each tract and property shall be liable for and must pay is contained in the County Auditor-Treasurer's 2014/15 Sewer Assessment ISTS Loans list which is on file in the office of the Mower County Auditor-Treasurer and shall be levied over a ten year period, commencing with real estate taxes payable in the year 2015.

BE IT FURTHER RESOLVED, that the principal loan shall bear interest at the rate of 3% per annum, per signed loan and assessment agreements.

Passed and adopted this 23<sup>rd</sup> day of December, 2014.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

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

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny to adjust the proposed 2015 Public Works budget by moving \$75,000 from fuel to Materials with an additional \$25,000 from reserves to the materials budget for an additional \$100,000 for the 2015 Materials budget in the Highway Department. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz to adjust the proposed 2015 jail budget of \$175,000 for jail camera upgrades by reducing that amount from the jail department budget and adding that amount into the Reserve Contingency department budget and refer the need to the finance committee for further study. Motion carried.

**Date: December 23, 2014**

**Res. #88-14**

**RESOLUTION**

On motion of Commissioner Reinartz, seconded by Commissioner Gabrielson, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 23, 2014 at the Government Center, Austin, Minnesota.

**WHEREAS**, on September 23, 2014 the Mower County Board of Commissioners adopted a preliminary tax levy,

**WHEREAS**, on September 23, 2014 the Mower County Board of Commissioners set the public hearing on said levy and County Budget to December 11, 2014 at 6:00 p.m.,

**WHEREAS**, on December 11, 2014, a public annual budget and levy hearing was held with formal action to be taken on December 23, 2014,

**NOW THEREFORE BE IT RESOLVED** that the 2015 net property tax levy be set at \$18,614,730; and

**THEREFORE BE IT FURTHER RESOLVED** that the 2015 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 2015 budget for the County is as follows:

<b>EXPENSES</b>	
<b>General Government</b>	
Board of Commissioners	267,925
Courts	92,000
Administration	1,066,733
County Auditor/Treasurer	321,417
Elections	51,876
Data Processing	701,875
Interpreting	102,529
Attorney	884,158
Law Library	38,480
Recorder	531,552
County Assessor	509,753
Buildings & Plant	812,386
Veterans Service Officer	165,515

<b>SOURCE of Funds</b>	
<b>Revenues- General Government</b>	
Tax Levy	9,490,312
State Formula Aid	1,069,662
Del Tax & Penalties, Mortgage Tax	128,500
Wind Production Tax	1,242,000
PILT & PERA	100,232
Special Assessments	30,220
License/Permits	38,340
Intergovernmental	1,770,892
Charges For Services	1,002,184
Fines & Forfeits	30,400
Investment Income	653,925
Miscellaneous	1,079,433
Sales	31,400

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

GIS & Land Records	10,000
Accounting & Auditing	95,000
<b>Total General Government</b>	<b>5,651,199</b>

<b>Public Safety</b>	
Sheriff	2,673,435
E-9-1-1	36,677
Sentence to Serve	58,156
Coroner	82,700
County Jail	2,753,586
Community Corrections	2,019,835
Civil Defense	120,363
Law Enforcement Center	1,693,663
Canteen	130,140
Visitation Center	76,775
Bailiffs & Guards	80,850
<b>Total Public Safety</b>	<b>9,726,180</b>

<b>Culture &amp; Recreation</b>	
Historical Society	34,765
Senior Citizens	43,400
CHORE	36,000
<b>Regional Library</b>	<b>250,680</b>
Other	21,956
<b>Total Culture &amp; Recreation</b>	<b>386,801</b>

<b>Conservation of Natural Resources</b>	
Cooperative Extension	169,037
Soil & Water Conservation	146,998
Agricultural Society	30,000
<b>Total Conservation of Natural Resources</b>	<b>346,035</b>

<b>Economic Development</b>	
Development Corporation	14,913
<b>Total Economic Development</b>	<b>14,913</b>
<b>Unallocated</b>	
Insurance	416,800
Contingency	311,599
Other	91,844
<b>Total Unallocated</b>	<b>820,243</b>
<b>Total General Revenue Fund</b>	<b>16,945,371</b>

<b>Public Works</b>	
Administration	598,118
Maintenance	2,904,728
Construction	12,439,015
Equipment Maintenance & Shop	980,479
Building & Grounds	161,572
Planning & Zoning	70,380
Environmental Health	82,543
Water Planning	28,114
Agricultural Inspector	375
Feedlot	59,022
<b>Total Highways &amp; Streets</b>	<b>17,324,346</b>

<b>Human Services</b>	
Income Maintenance	3,778,806
Social Services	6,365,023
<b>Total Human Services</b>	<b>10,143,829</b>

<b>Health</b>	
Community Health Services	866,471
Nursing Service	89,661
State Health Improvement Plan	120,982
MSHO	499,970
Womens, Infant & Children	246,574

Net Use of Reserves	277,871
<b>Total General Government</b>	<b>16,945,371</b>

<b>Public Works</b>	
Tax Levy	2,475,661
Wheelage Tax	350,000
PILT	10,000
State Formula Aid	276,942
Intergovernmental	12,720,243
Permits	44,000
Charges For Services	787,000
Sales	100,000
Miscellaneous	310,500
Use of Reserves	250,000
<b>Total Highway &amp; Streets</b>	<b>17,324,346</b>

<b>Human Services &amp; Public Health</b>	
Tax Levy	3,843,592
State Formula Aid	262,770
Intergovernmental	6,243,501
Charges For Services	1,027,400
Miscellaneous	855,172
Use of Reserves	
<b>Total Human Services</b>	<b>12,232,435</b>

<b>Sanitation</b>	
Special Assessments	299,550
Intergovernmental	127,700
Charges For Services & License	180,800
<b>Total Sanitation</b>	<b>608,050</b>

<b>Ditch</b>	
Special Assessments	135,000
Reserves or Ditch Loans	51,653
<b>Total Ditch Funds</b>	<b>186,653</b>

<b>Capital Projects Fund</b>	
Tax Levy	365,000
Use of Reserves	4,500
PILT	1,500
<b>Total Building Maintenance</b>	<b>371,000</b>

<b>Sewer Loan Revenue</b>	
State loan	200,000
Interest on Specials	20,000
Special Assessments - Princ	180,000
<b>Total Revenue</b>	<b>400,000</b>

<b>Bond Funds</b>	
Tax Levy	2,440,165
IRS Refund & Interest	157,033
PILT	7,000
	<b>2,604,198</b>

<b>Total County Revenues/Sources</b>	<b>50,672,053</b>
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COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

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Health Officer	1,411
Maternal & Child Health	57,430
Disease Prevention	102,725
Family Health	103,382
<b>Total Health</b>	<b>2,088,606</b>
<b>Sanitation</b>	
Recycling	591,282
Reserves	16,768
<b>Total Sanitation</b>	<b>608,050</b>
<b>Capital Projects Fund</b>	
Countywide Projects/Maintenance	360,000
Building Projects	11,000
<b>Total Capital Projects Fund</b>	<b>371,000</b>
<b>Bond Fund</b>	
Bond P & I payments	2,597,198
Reserve	7,000
<b>Total Bond Fund</b>	<b>2,604,198</b>
<b>Ditch</b>	
Repairs & expenses	186,653
<b>Total</b>	<b>186,653</b>
<b>Sewer Loan</b>	
Contracted Services	230,000
Return of Principal	170,000
<b>Total County Expenses</b>	<b>50,672,053</b>

**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.

Passed and approved this 23<sup>rd</sup> day of December, 2014.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

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

The Board recessed at 10:27 a.m. and reconvened at 10:35 a.m.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny to amend the 2014 Building Maintenance Budget for a building supply expense in the amount of \$108,000 with corresponding revenue with an eligible rebate for energy efficient light bulbs. Motion carried.

**Date: December 23, 2014**

**Res. #89-14**

**RESOLUTION to Extend the Mower County  
Comprehensive Local Water Management Plan**

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 23, 2014 at the Government Center, Austin, Minnesota.

**WHEREAS**, Minnesota Statutes, 103B.301, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a Local Water Management Plan, and

**WHEREAS**, Mower County currently has a state approved Local Water Management Plan that covers the period of December 14, 2005 through December 31, 2015, and

**WHEREAS**, Mower County is currently updating the Local Water Management Plan in accordance with Minnesota Statutes 103B.301, and

**WHEREAS**, Mower County is a committed and active partner in the Root River One Watershed One Plan Pilot, which will be finishing in 2016, and

**WHEREAS**, the MPCA's Watershed Restoration and Protection strategies information will be available to Cedar River basin partners beginning in 2016, and

**WHEREAS**, Mower County is coordinating water management efforts within the Cedar River basin with staffing capacity, the WRAPS schedule, and watershed partners as they transition into One Watershed One Plan, and

**WHEREAS**, Mower County assures continued effort toward completion of the Comprehensive Local Water Management Plan update, and

**WHEREAS**, the Minnesota Board of Water and Soil Resources has authorization to grant extensions pursuant to Minnesota Statutes 103B.3367;

**NOW, THEREFORE, BE IT RESOLVED**, the Mower County Board of Commissioners requests from the Minnesota Board of Water and Soil Resources an extension of the effective date of the current County Comprehensive Local Water Management Plan until December 31, 2018, in order to complete the update process in accordance with Minnesota Statutes 103B.301.

Passed and approved this 23<sup>rd</sup> day of December, 2014.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

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

Commissioner Bennett appointed Commissioner Gabrielson to the Root River One Watershed / One Plan Board.

Commissioner Gabrielson reported on behalf of the Personnel Committee that the Personnel Committee had reviewed the County Attorney's 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 103,059.33 to 106,143.23 effective January 1, 2015.

**Date: December 23, 2014**

**Res. #90-14**

**RESOLUTION**

On motion of Commissioner Gabrielson, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 23, 2014 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 2015:

County Attorney  
as of 01/01/15.....\$106,143.23

Passed and approved this 23rd day of December, 2014.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

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

Commissioner Gabrielson reported that the Personnel Committee had 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 94,834.94 to 96,731.64 effective January 1, 2015.

**Date: December 23, 2014**

**Res. #91-14**

**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 December 23, 2014 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 2015:

County Sheriff  
as of 01/01/15 .....\$96,731.64

Passed and approved this 23<sup>rd</sup> day of December, 2014.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

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

Also, Commissioner Gabrielson reported that the Personnel Committee had 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 58,378.11 to ~~59,545.67~~ \$61,177.25 (correction later during the meeting) effective January 1, 2015.

**Date: December 23, 2014**

**Res. #92-14**

**RESOLUTION**

On motion of Commissioner Gabrielson, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 23, 2014 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 2015:

County Recorder  
as of 01/01/15.....\$61,177.25

Passed and approved this 23<sup>rd</sup> day of December, 2014.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

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

Additionally, Commissioner Gabrielson reported that the Personnel Committee discussed the compensation for the newly elected Auditor/Treasurer. The committee reviewed compensation for other local elected Auditor/Treasurer's, the work duties for this position as well as the internal pay structure within the County. Based on these considerations, the Personnel Committee is recommending the Auditor-Treasurer's salary be 56,413.55 for 2015.

**Date: December 23, 2014**

**Res. #93-14**

**RESOLUTION**

On motion of Commissioner Gabrielson, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 23, 2014 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 2015:

County Auditor-Treasurer  
as of 01/05/15 .....\$56,413.55

Passed and approved this 23<sup>rd</sup> day of December, 2014.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

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

The Personnel Committee recommended no increase to the County Commissioners salary for 2015, which is the same salary that was set in 2008. I would propose that the Board adopt a resolution to maintain the current County Commissioner salary rate of \$24,200 for 2015.

**Date: December 23, 2014**

**Res. #94-14**

**RESOLUTION**

On motion of Commissioner Gabrielson, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 23, 2014 at the Government Center, Austin, Minnesota.

**BE IT RESOLVED,** that the Commissioners salaries for 2015 be set at \$24,200.00 payable in bi-weekly installments.

Passed and approved this 23<sup>rd</sup> day of December, 2014.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

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

The Personnel Committee recommended no increase to the County Commissioners per diem for 2015, which is the same per diem amount set in 2000. I would propose that the Board adopt a resolution to maintain the current County Commissioner per diem of \$40 for 2015.

**Date: December 23, 2014**

**Res. #95-14**

**RESOLUTION**

On motion of Commissioner Gabrielson, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 23, 2014 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 23<sup>rd</sup> day of December, 2014.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

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

The Personnel Committee recommended that non-union wages and health insurance premiums be set consistent with what is negotiated by the unions for 2015. Accordingly, I

would like to make a motion to increase non-union wages by 2% along with applicable anniversary step increases on the wage scale and maintain the current County contribution to health insurance premium effective January 1, 2015.

Motion made by Commissioner Gabrielson, seconded by Commissioner Ankeny to increase non-union 2015 wages by 2.0% along with applicable anniversary step increases on the wage scale and maintain the current County contribution to health insurance premiums effective January 1, 2015. The health insurance premium cost to employees in 2015 is as follows:

Plan	Employee Share of Health Insurance 2015	
	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 Gabrielson, seconded by Commissioner Glynn to authorize the Chair to sign the Pay Equity Report. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Gabrielson to adjourn the meeting at 11:15 a.m. Motion carried. The next meeting is scheduled for January 6, 2015 at 1:00 p.m.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

**Attest:**

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

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