

SPECIAL SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

December 20, 2016

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session December 20, 2016 at 8:30 a.m. at the Government Center in Austin, Minnesota.

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

Sheriff Terese Amazi provided a departmental update.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz to approve the agenda. Motion carried.

HUMAN SERVICES BOARD:

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

Representatives of Gerard Academy presented to the Board a request for an amended contract to include a 5% rate increase.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz to refer the request of Gerard Academy for a 5% rate increase to the Finance Committee for review and recommendation. Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Bennett to approve the Cooperative Agreement for the Southeast Minnesota Chemical Dependency Navigator Program for 2017. Motion carried.

Motion made by Commissioner Bennett, seconded by Commissioner Reinartz to approve the Addendum to the Adult and Children's Mobil Crisis Grant Cooperative Agreement 2016-2017. Motion carried.

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

Daniel Donnelly – renew agreement for CHIPS Attorney Services, effective January 1, 2017 to December 31, 2017.

Paul Spyhalski - renew agreement for CHIPS Attorney Services, effective January 1, 2017 to December 31, 2017.

Intensive Residential Treatment Services (IRTS)

Austin Manor (Thrive Behavioral Network II, LLC) – renew agreement for IRTS, effective January 1, 2017 to December 31, 2017. :

Motion carried.

Motion made by Commissioner Bennett, seconded by Commissioner Reinartz to approve the Social Service Actions. Motion Carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Gabrielson to adjourn the Human Services Board meeting at 9:50 a.m. Motion carried.

COUNTY BOARD

The Special Session of the Board was reconvened at 10:51 a.m. for regular business items.

Under Committee Reports for Solid Waste there was a brief discussion on the plans for a meeting about March for the Commissioners to review the drafted solid waste ordinance prior to a public hearing on the new proposed ordinance in April.

Motion made by Commissioner Gabrielson, seconded by Commissioner Reinartz to approve the minutes of December 8, 2016 and Annual Budget & Levy Public Hearing minutes of December 8, 2016. Motion carried.

Motion made by Commissioner Reinartz, seconded by Commissioner Bennett to approve the following Commissioner warrants for payment:

| <u>Vendor Name</u> | <u>Amount</u> | <u>Vendor Name</u> | <u>Amount</u> |
|--------------------------------------|---------------|-----------------------------------|-------------------|
| 180 Degrees Inc | 7,530.75 | Misstates Equipment & Supply | 12,609.67 |
| Aaa Striping Service Company | 2,526.68 | Midwest Monitoring & Surveillance | 2,167.25 |
| Austin Newspapers Inc | 2,272.81 | Mille Lacs Academy | 8,707.50 |
| Bishop Excavating Inc And | 17,134.18 | Office Of Mn It Services | 2,726.32 |
| Cdw Government Inc | 3,665.61 | Path | 5,274.06 |
| Cedar Valley Services, Inc | 49,091.59 | Prairie Lakes Youth Programs | 20,115.19 |
| Dave Lucas Consulting | 6,580.52 | Robinson/Gerald W | 13,593.00 |
| Davidson Septic Service LLC | 2,086.42 | Rochester Sand And Gravel, Inc | 8,691.25 |
| Donnelly Law Firm/Daniel | 8,298.84 | Sanco Equipment LLC | 3,474.47 |
| Fox Electric Company, Inc | 2,051.64 | Spyhalski/Paul | 2,085.00 |
| Freeborn County Co-Operative Oil Co. | 16,940.45 | Towmaster Truck Equipment | 3,545.03 |
| Gerard Treatment Program | 8,213.40 | Village Ranch Inc | 15,114.71 |
| Harbor Shelter | 2,487.94 | Welcome Center Inc | 6,422.50 |
| Lake Superior College | 4,350.00 | 96 Payments less than 2000 | 42,290.79 |
| Larson Law Office/Evan | 2,130.00 | Final Total: | 282,177.57 |

Motion carried.

Motion made by Commissioner Bennett, seconded by Commissioner Ankeny to approve tobacco license for Vikre Enterprises LLC d/b/a BP Food Shop of Leroy effective January 1, 2017 to June 30, 2017. Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Reinartz to appoint the Environmental Technician as weed inspector effective immediately. Motion carried.

Date: December 20, 2016

Res. #76-16

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 December 20, 2016 at the Government Center, Austin, Minnesota.

WHEREAS, 2014 Session Law Chapter 308 enacted by the Legislature provides Minnesota counties a County Program Aid grant for Aquatic Invasive Species (AIS) prevention. The amount designated for each county is based on the number of watercraft trailer launches as well as the number of watercraft trailer parking spaces within each county; and

WHEREAS, the legislation requires that Mower County must establish, by resolution or through adoption of a plan, guidelines for the use of the proceeds which are to prevent the introduction or limit the spread of aquatic invasive species at all access sites within the county; and

WHEREAS, the County may appropriate the proceeds directly or may use any portion of the proceeds to provide funding for a joint powers board or cooperative agreement with another political subdivision, a soil and water conservation district in the county, a watershed district in the county, or a lake association located in the county. Any money appropriated by the county to a different entity or political subdivision must be used as required under this section; and

WHEREAS, the County utilizes the 2014 AIS Prevention Aid Funds and sequential years as intended and described by state statute; and

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of Mower County Minnesota approves the 2016 AIS expenditure budget of \$7,000 and grant revenue budget of \$9,426 with any unspent grant funds allocated to future years for services yet to be determined; and

BE IT ALSO RESOLVED, the Board of Commissioners of Mower County Minnesota approves the 2017 AIS expenditure budget of \$8,000 and grant revenue budget of \$12,279 with any unspent grant funds allocated to future years for services yet to be determined; and

BE IT ALSO RESOLVED, that the 2016 and 2017 detained AIS expenditure budgets be maintained on file in the office of the County Coordinator for public inspection.

Passed and approved this 20th day of December, 2016.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____

Chairperson

By: _____

Clerk/Coordinator

Motion made by Commissioner Reinartz, seconded by Commissioner Bennett to reappoint Joy Oudekirk for a second five year term on the Mower County HRA effective January 1, 2017 through December 31, 2021. Motion carried.

Motion made by Commissioner Gabrielson, seconded by Commissioner Ankeny to approve the One Watershed One Plan Memorandum of Agreement for the Cedar River Watershed District effective January 1, 2017. Motion carried.

The Board recessed at 10:16 a.m. and reconvened at 10:46 a.m.

The Board continued the Annual Budget and Levy Public Hearing from December 8, 2016. In summary the proposed levy is for a 5.692% tax increase (\$20,346,174). No additional input was received.

It was reported the Board that the Finance Committee had reviewed the proposed 2017 budget and levy and is recommending that the 2017 tax levy for the county be set at \$19,853,150 which results in an average property tax increase of 3.131%. To achieve that levy recommendation the committee is recommending the following adjustments to the currently proposed 2017 budget: 1) increase in interest revenues; 2) freeze allocations to the senior centers; 3) the increase requested by the Mower County Historical Society limited to \$5,500; 4) modify the \$18,000 increase requested by SWCD from a tax levy increase to a use of reserves. 5) increase the wind revenue budget by \$30,000; and 6) Use an additional \$250,000 in county reserves for the 2017 budget. In addition the County is looking at the department fee schedules for possible modifications as well as the list of building projects for 2017. The Finance Committee recommends the request of Gerard Academy and the recommended levy and budget includes the funding increase.

Date: December 20, 2016

Res. #77-16

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 December 20, 2016 at the Government Center, Austin, Minnesota.

WHEREAS, on September 27, 2016 the Mower County Board of Commissioners adopted a preliminary tax levy,

WHEREAS, on September 27, 2016 the Mower County Board of Commissioners set the public hearing on said levy and County Budget to December 8, 2016 at 6:00 p.m.,

WHEREAS, on December 8, 2016, a public annual budget and levy hearing was held with formal action to be taken on December 20, 2016,

NOW THEREFORE BE IT RESOLVED that the 2017 net property tax levy be set at \$19,853,150 and

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

THEREFORE BE IT FURTHER RESOLVED that the 2017 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 2017 budget for the County is as follows:

| EXPENSES | | SOURCE of Funds | |
|--|-------------------|---|-------------------|
| General Government | | Revenues- General Government | |
| Board of Commissioners | 275,273 | Tax Levy | 10,579,928 |
| Courts | 92,000 | State Formula Aid | 1,474,791 |
| Administration | 553,313 | Del Tax & Penalties, Mortgage Tax | 115,000 |
| County Auditor/Treasurer | 228,494 | Wind Production Tax | 1,353,374 |
| Elections | 93,252 | PILT & PERA& POWER | 108,232 |
| Data Processing | 687,645 | Special Assessments | 37,727 |
| Human Resources | 514,513 | License/Permits | 45,650 |
| Attorney | 1,101,982 | Intergovernmental | 856,464 |
| Law Library | 27,610 | Charges For Services | 1,088,589 |
| Recorder | 516,181 | Fines & Forfeits | 29,700 |
| County Assessor | 617,463 | Investment Income | 578,000 |
| Buildings & Plant | 871,341 | Miscellaneous | 1,292,802 |
| Veterans Service Officer | 161,288 | Sales | 15,350 |
| GIS & Land Records | 27,000 | Donations | 6,000 |
| Accounting & Auditing | 75,000 | Net Use of Reserves | 475,811 |
| Total General Government | 5,842,355 | Total General Government | 18,057,418 |
| Public Safety | | Public Works | |
| Sheriff | 2,949,903 | Tax Levy | 2,438,158 |
| E-9-1-1 | 108,955 | Wheelage Tax | 350,000 |
| Sentence to Serve | 60,265 | PILT | 6,800 |
| Dare | 300 | State Formula Aid | 276,942 |
| Coroner | 113,655 | Wind Tax | 400,000 |
| County Jail | 3,329,237 | Intergovernmental | 7,477,849 |
| Community Corrections | 2,135,518 | Permits | 35,000 |
| Civil Defense | 121,054 | Charges For Services | 96,000 |
| Law Enforcement Center | 1,346,934 | Miscellaneous | 254,226 |
| Canteen | 141,640 | Use of Reserves | 668,127 |
| Bailiffs & Guards | 111,940 | Total Highway & Streets | 12,003,102 |
| Total Public Safety | 10,419,401 | Human Services & Public Health | |
| Culture & Recreation | | Tax Levy | 4,126,421 |
| Historical Society | 50,265 | State Formula Aid | 262,770 |
| Senior Citizens | 43,400 | Intergovernmental | 7,549,880 |
| CHORE | 36,000 | Charges For Services | 1,051,375 |
| Regional Library | 259,980 | Miscellaneous | 365,890 |
| Other | 9,000 | Total Human Services | 13,356,336 |
| Total Culture & Recreation | 398,645 | Sanitation | |
| Conservation of Natural Resources | | Special Assessments | 697,422 |
| Cooperative Extension | 174,420 | Intergovernmental | 133,700 |
| Soil & Water Conservation | 164,998 | Charges For Services & License | 1,700 |
| Agricultural Society | 30,000 | Sales | 135,000 |
| Total Conservation of Natural Resources | 369,418 | Total Sanitation | 967,822 |
| Economic Development | | Ditch | |
| Development Corporation | | Special Assessments | 15,000 |
| Total Economic Development | 0 | Use of Reserves | 110,278 |
| Unallocated | | Total Ditch Funds | 125,278 |
| Insurance | 368,601 | Capital Projects Fund | |
| Contingency | 575,000 | Tax Levy | 365,000 |
| Other | 83,998 | Use of Reserves | 34,500 |
| Total Unallocated | 1,027,599 | Total Building Maintenance | 399,500 |
| Total General Revenue Fund | 18,057,418 | Sewer Loan | |
| Public Works | | Revenue | |
| Administration | 623,740 | | |
| Maintenance | 3,009,140 | | |

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

| | |
|-------------------------------------|-------------------|
| Construction | 6,407,183 |
| Equipment Maintenance & Shop | 933,483 |
| Building & Grounds | 391,929 |
| Flood Buyout | 325,000 |
| Planning & Zoning | 78,813 |
| Environmental Health | 116,294 |
| Water Planning | 14,386 |
| Agricultural Inspector | 475 |
| Feedlot | 102,659 |
| Total Highways & Streets | 12,003,102 |

| | |
|-----------------------------|----------------|
| Interest on Specials | 31,000 |
| Special Assessments - Princ | 135,000 |
| Use of Reserves | 229,683 |
| Total Revenue | 395,683 |

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|-----------------------|------------------|
| Bond Funds | |
| Tax Levy | 2,343,643 |
| IRS Refund & Interest | 117,775 |
| | 2,461,418 |

| | |
|--------------------------------------|-------------------|
| Total County Revenues/Sources | 47,766,557 |
|--------------------------------------|-------------------|

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|-----------------------------|-------------------|
| Human Services | |
| Income Maintenance | 3,896,134 |
| Social Services | 7,353,842 |
| Total Human Services | 11,249,976 |

| | |
|-------------------------------|------------------|
| Health | |
| Community Health Services | 605,293 |
| Nursing Service | 82,768 |
| State Health Improvement Plan | 181,208 |
| MSHO | 605,293 |
| Womens, Infant & Children | 254,451 |
| Health Officer | |
| Maternal & Child Health | 57,624 |
| Disease Prevention | 105,812 |
| Family Health | 213,911 |
| Total Health | 2,106,360 |

| | |
|-------------------------|----------------|
| Sanitation | |
| Recycling | 889,671 |
| Addition to Reserves | 78,151 |
| Total Sanitation | 967,822 |

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|------------------------------------|-------------------|
| Capital Projects Fund | |
| Countywide Projects/Maintenance | 365,000 |
| Use of Reserves | 34,500 |
| Total Capital Projects Fund | 399,500 |
| Bond Fund | |
| Bond P & I payments | 2,461,418 |
| Total Bond Fund | 2,461,418 |
| Ditch | |
| Repairs & expenses | 125,278 |
| Total | 125,278 |
| Sewer Loan | |
| Contracted Services | 189,000 |
| Return of Principal | 206,683 |
| Total County Expenses | 47,766,557 |

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 20th day of December, 2016.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Motion made by Commissioner Ankeny, seconded by Commissioner Gabrielson to table setting the minimum price on tax forfeited parcel 34. 225.1410 until December 27, 2016. Motion carried.

Motion made by Commissioner Reinartz, seconded by Commissioner Bennett to adjourn the meeting at 11:21 a.m. Motion carried. The next meeting is scheduled for December 27, 2016 at 8:30 a.m.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____
Chairperson

Attest:

By: _____
Clerk/Coordinator

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