

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

January 24, 2017

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session January 24, 2017 at 8:30 a.m. at the Government Center in Austin, Minnesota.

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

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz to approve the agenda with the following additions: 1) Re-Appointment & Appointment to Planning Commission & Board of Adjustment; 2) Oath of Office administered to the Veterans Service Officer Wayne Madson; 3) under Personnel approve the Pay Equity Report and 4) Adopt a Federal Procurement Policy. Motion carried.

Craig Oscarson, County Coordinator, provided the Board with a department update.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny to approve the MIECHV (Maternal Infant Early Childhood Home Visiting) grant agreement extension to September 30, 2017 between the Minnesota Department of Health and the Mower County Board of Health. Motion carried.

Motion made by Commissioner Reinartz, seconded by Commissioner Bennett to approve the recommended appointment of Ryan Thorson PH.D. to the Mower County Community Health Services Advisory Committee for a three year term effective January 1, 2017 through December 31, 2019. Motion carried.

Lisa Kocer, Health & Human Services Director, introduced Cierra Daniels, Social Worker, to the Board. Lisa also provided community health updates which included information regarding the Accountability Requirements of the Local Public Health Act.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn to approve the Human Services Accounts Payable. Motion carried.

Commissioner Gabrielson administered the Oath of Office to the Veteran Service Officer Wayne Madson. It is noted that Mr. Madson's current 4 year appointment will expire on May 31, 2018.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett to approve the minutes of January 3 and January 10, 2017. Motion carried.

Motion made by Commissioner Glynn, 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> |
|--------------------------------------|---------------|--|-------------------|
| Ami Imaging Systems Inc | 29,400.00 | Metro Sales Inc | 2,068.82 |
| Cdw Government Inc | 6,371.09 | Mille Lacs Academy | 8,997.75 |
| Cedar Valley Services, Inc | 58,229.83 | Minnesota Counties Computer Co | 52,997.12 |
| City Of Austin | 6,524.16 | Office Of Mn It Services | 3,400.00 |
| Commissioner Of Transportation | 5,675.50 | Paragon Printing & Mailing Inc | 4,142.16 |
| Davidson Septic Service LLC | 2,178.82 | Rupp,Anderson,Squires & Waldspurger Pa | 6,826.60 |
| Falk Construction Co./L.R. | 10,333.96 | Syverson Truck Center/Dave | 2,255.82 |
| Freeborn County Co-Operative Oil Co. | 20,624.91 | Thomson Reuters-West Payment Center | 2,626.36 |
| Harty Mechanical Inc | 7,306.76 | Village Ranch Inc | 19,338.73 |
| Mayo Clinic | 17,122.00 | 90 Payments less than 2000 | 44,998.62 |
| | | Final Total: | 311,419.01 |

Motion carried.

Motion made by Commissioner Bennett, seconded by Commissioner Reinartz to approve the tobacco license effective January 24, 2017 through June 30, 2017 for Lake Geo Travel Plaza (new owner Thomas Paul Allen). Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett to note for audit purposes that outstanding warrant #2658 issued on December 27, 2016 from the Sheriff's Trust Account in the amount of \$292.09 hadn't cleared the bank at year end. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz to make the following reappoint/appointment to the Board of Adjustment and Planning Commission:

| | | |
|----------------|---------------------------------|----------------------|
| Jerry McCarthy | 2 nd three-year term | 1-1-17 thru 12-31-19 |
| Dan Vermilyea | 1 st three-year term | 1-1-17 thru 12-31-19 |

Motion carried.

Motion made by Commissioner Bennett, seconded by Commissioner Glynn to approve the Mower County Procurement and Contracting Standards Policy for Federal Grants effective January 1, 2017. The purpose of the policy is to provide County departments, citizens and vendors with purchasing and contracting services of the highest professional standards. This policy will also guide County employees in the purchase of items at the best price and quality, promote and maintain a good working relationship with suppliers, and emphasize cooperation between and among departments in identifying and implementing standardized organizational programs to save time and money. The policy is on file in the office of the County Coordinator. Motion carried.

The Board recessed at 9:33 a.m. and reconvened at 9:47 a.m.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn to approve the pay equity report and authorize the chair to sign the report. Motion carried.

The Finance Committee reported to the Board that the Committee has met with jail staff regarding the jail equipment budget. There have been requests to amend the budget for door software upgrades, new cameras, card reader replacement, enhanced server memory, video visitation equipment replacement and software for electronic medical records. The legal bid / quote process will be followed to proceed with fulfilling the jail equipment requests except for the electronic medical records software. The department has been asked to work on a five year equipment replacement plan for the committee's review.

The Building Committee reported to the Board that the Committee has met with the fair board to discuss their needs for 2017 projects and requested that the fair board provide a five year plan for replacing equipment. Building projects under discussion are fencing at highway shops, an impound garage, remodel of the board room, air conditioner repair at public works and security cameras in hallways and new bathroom partitions in the government center and the use of reserves for a salt building for public works. There was also a brief discussion on the Ramsey flood buyout.

Shannon Swanson, Department of Public Safety, presented the Sheriff's Department with a new Lidar as an award for its outstanding efforts with the Towards Zero Death Campaign.

Commissioner Reinartz reported on behalf of the Solid Waste Committee that the committee has two remaining chapters to prepare for the new solid waste ordinance. The drafted ordinance will be presented to the full board for its review during a work session in March.

It was noted that the Association of Minnesota Counties spring legislative conference is scheduled for February 16 & 17. Staff delegates still need to be appointed. Kristen Nelsen indicated her desire to attend this conference. Others indicated their desire to attend so that Denise Barthels can make the arrangements. Staff delegate appointments will be made at the next Board meeting.

The Board, by consensus, set the March Board meetings for Monday, March 6 at 1:00 p.m. and Tuesday, March 21 at 8:30 a.m. In addition, on Wednesday, March 22 the Board will hold a work session on solid waste ordinance at 1:00 p.m.

Motion made by Commissioner Reinartz, seconded by Commissioner Bennett to adjourn the meeting at 10:22 a.m. Motion carried. The next meeting is scheduled for February 7, 2017 at 1:00 p.m.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____
Chairperson

Attest:
By: _____
Clerk/Coordinator

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