

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

December 19, 2017

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session December 19, 2017 at 8:30 a.m. at the Government Center in Austin, Minnesota.

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

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn to approve the agenda with the deletion of approving minutes and the addition of an approval of a resolution for a radio board grant agreement application. Motion carried.

Kristen Nelson, County Attorney, provided the Board with a department update.

HUMAN SERVICES BOARD:

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

Motion made by Commissioner Glynn, seconded by Commissioner Bennett, to approve the Child Support Interagency Cooperative Agreement between Mower County and the Minnesota Department of Human Services. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to approve the 2018 SE Minnesota Chemical Dependency Navigator Program Cooperative Agreement. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn, to approve the 2018 Child Welfare/Juvenile Justice Screening Grant in the amount of \$22,785. Motion carried.

Motion made by Commissioner Bennett, seconded by Commissioner Glynn, to approve the Funeral Expense Policy effective January 1, 2018 and as on file in the office of Mower County Health & Human Services. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn, to authorize the Director of Health and Human Services to forward a letter of support to the Mobil Crisis Team for the MH Innovation Grant submission.

The Director of Health & Human Services provided updates pertaining to a Record Request – Spotlight team – Boston Globe and over spending in the Waiver budgets especially in the DD unit but that the Department of Human Services has provided written confirmation that there will be funding to cover the overage.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett, to approve the Social Service Actions. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Bennett, to adjourn the Human Services Board meeting at 9:22 a.m. Motion carried.

COUNTY BOARD

The Special Session of the Board was reconvened at 9:27 a.m. for regular business items.

The Finance Committee provided the Board with a recommendation on the jail security upgrade bids received. The recommendation is to award to the second lowest bidder due to the fact that the low bidder did not submit all required bid documents.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn, to award to the second lowest bidder SGTS, Inc. the jail security upgrade project (CP 50-17-03) with a bid of \$199,211.39 due to the fact that the low bidder did not submit required bid documents and have the project commence. Motion carried. Full bid abstract on file in the office of the County Auditor-Treasurer and Public Works Director.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to approve the request of the Mower County Sheriff to authorize the Sheriff to apply for the 2017 State Homeland Security Program Grant (SHSP) for funding assistance to purchase 17 portable and 3 mobile radios for participating area law enforcement and fire departments. Motion carried.

The Public Works Director recommended approval of final payments on the following projects:

Project	Contractor	Final Payment
S.A.P. 50-628-009 Bridge 50596; Austin Township	ICON Constructors, LLC	\$16,844.63
S.A.P. 50-599-143 Bridge 50K52; Clayton Township	Jensen Excavating & Trucking	28,972.41
S.A.P. 50-598-004 Bridge 50593; Waltham Township	ICON Constructors, LLC	23,040.67
S.A.P. 50-597-006 Bridge 50587; Oakland Ave Bridge	ICON Constructors, LLC	161,721.05
S.A.P. 50-599-145 Bridge 50K54; Bennington Township	Midwest Contracting, LLC	7,943.23
S.P. 50-645-008 CSAH 45 South Reconstruction	Ulland Brothers, Inc.	123,216.86

Date: December 19, 2017

Res. #95-17

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 19, 2017 at the Government Center, Austin, Minnesota.

WHEREAS, project number SAP 050-628-009 completed under contract number 21710 by ICON Constructors, 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: \$ 351,079.00
Final Amount: \$ 336,892.60 [95.96%]
Final Payment: \$ 16,844.63

Passed and approved this 19th day of December, 2017.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Vice-Chairperson

By: _____
Clerk/Coordinator

Date: December 19, 2017

Res. #96-17

RESOLUTION

On motion of Commissioner Glynn, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 19, 2017 at the Government Center, Austin, Minnesota.

WHEREAS, project number SAP 050-599-143 completed under contract number 21704 by Jensen Excavating & Trucking 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: \$ 132,472.85
Final Amount: \$ 132,169.25 [99.77%]
Final Payment: \$ 28,972.41

Passed and approved this 19th day of December, 2017.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Vice-Chairperson

By: _____
Clerk/Coordinator

Date: December 19, 2017

Res. #97-17

RESOLUTION

On motion of Commissioner Bennett, seconded by Commissioner Glynn, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 19, 2017 at the Government Center, Austin, Minnesota.

WHEREAS, project number SAP 050-598-004 completed under contract number 21702 by ICON Constructors, 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: \$ 457,138.00
Final Amount: \$ 460,813.30 [100.80%]
Final Payment: \$ 23,040.67

Passed and approved this 19th day of December, 2017.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Vice-Chairperson

By: _____
Clerk/Coordinator

Date: December 19, 2017

Res. #98-17

RESOLUTION

On motion of Commissioner Ankeny, seconded by Commissioner Bennett, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 19, 2017 at the Government Center, Austin, Minnesota.

WHEREAS, project number SAP 050-597-006 completed under contract number 21608 by ICON Constructors, 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: \$ 2,659,517.11
Final Amount: \$ 2,664,421.09 [100.18%]
Final Payment: \$ 161,721.05

Passed and approved this 19th day of December, 2017.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Vice-Chairperson

By: _____
Clerk/Coordinator

Date: December 19, 2017

Res. #99-17

RESOLUTION

On motion of Commissioner Glynn, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 19, 2017 at the Government Center, Austin, Minnesota.

WHEREAS, project number SAP 50-599-145 completed under contract number 21706 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: \$ 149,606.85
Final Amount: \$ 142,695.65 [95.38%]
Final Payment: \$ 7,943.23

Passed and approved this 19th day of December, 2017.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Vice-Chairperson

By: _____
Clerk/Coordinator

Date: December 19, 2017

Res. #100-17

RESOLUTION

On motion of Commissioner Bennett, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 19, 2017 at the Government Center, Austin, Minnesota.

WHEREAS, project number SP 50-645-008 completed under contract number 21607 by Ulland Brothers, Inc., 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: \$ 2,320,720.15
Final Amount: \$ 2,464,337.14 [106.19%]
Final Payment: \$ 123,216.86

Passed and approved this 19th day of December, 2017.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Vice-Chairperson

By: _____
Clerk/Coordinator

Mike Hanson, Public Works Director, presented bid information received for projects 391 in Windom, 2542 in Bennington, 2565 in LeRoy, 3343 in Austin & L1949 in Waltham.

Motion made by Commissioner Glynn, seconded by Commissioner Bennett, to award bid to the low bidder Fitzgerald Trucking and Excavating for project SAP 50-599-149 (Waltham Township Bridge L1949) with a bid of \$152,755 and have the project commence. Motion carried. Full bid abstract on file in the office of the County Auditor-Treasurer and Public Works Director.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to award the bid to the low bidder Fitzgerald Trucking and Excavating for project SAP 50-599-150 (Bennington Township Bridge 2542) with a bid of \$180,432 and have the project commence. Motion carried. Full bid abstract on file in the office of the County Auditor-Treasurer and Public Works Director.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett, to award the bid to the low bidder Fitzgerald Trucking and Excavating for project SAP 50-599-151 (Windom Township Bridge 391) with a bid of \$141,862 and have the project commence. Motion carried. Full bid abstract on file in the office of the County Auditor-Treasurer and Public Works Director.

Motion made by Commissioner Glynn, seconded by Commissioner Bennett, to award the bid to the low bidder Alcon Construction for project SAP 50-599-152 (LeRoy Township Bridge 2565) with a bid of \$176,736.74 and have the project commence. Motion carried. Full bid abstract on file in the office of the County Auditor-Treasurer and Public Works Director.

Motion made by Commissioner Ankeny, seconded by Commissioner Bennett, to award the bid to the low bidder Fitzgerald Trucking and Excavating for project SAP 50-599-153 (Austin Township Bridge 3343) with a bid of \$98,789. and have the project commence. Motion carried. Full bid abstract on file in the office of the County Auditor-Treasurer and Public Works Director.

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>
180 Degrees Inc	10,509.63	Midwest Monitoring & Surveillance	2,644.67
Alvero Llc	2,750.00	Mille Lacs Academy	32,201.10
Association Of Minnesota Counties	2,250.00	Minnesota Counties Intergov'tal Trust	2,500.00
Austin Ford Lincoln Jeep	5,636.05	Prairie Lakes Youth Programs	14,105.00
Baudoin Oil Company	16,481.63	Regents Of The University Of MN	17,607.75
Bruening Rock Products Inc	10,377.92	THE VALUATION GROUP INC	5,000.00
Cedar Valley Services, Inc	49,451.59	Thomson Reuters-West Payment Center	5,495.70
Commissioner Of Transportation	4,787.28	Uhl Company Inc	3,710.00
Donnelly Law Firm/Daniel	2,183.64	Village Ranch Inc	10,750.50
Falk Construction Co./L.R.	13,118.48	Welcome Center Inc	3,815.00
GAUL/DUSTIN M & STEPHANIE L	5,000.00	Ziegler, Inc	7,672.82
Kindred Family Focus	2,652.00	87 Payments less than 2000	43,224.97
Melchert Hubert Sjodin	3,587.50		
		Final Total:	277,513.23

Motion carried.

The Board recessed at 9:53 a.m. and reconvened at 10:00 a.m.

The Board continued the Annual Budget and Levy Public Hearing from December 7, 2017.

It was reported the Board that the Finance Committee had reviewed the proposed 2018 budget and levy and is recommending that the 2018 tax levy for the county be set at \$20,825,954 which results in an average property tax increase of 4.9%. No additional public input was received. The Board held a brief discussion.

Date: December 19, 2017

Res. #101-17

RESOLUTION

On motion of Commissioner Glynn, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 19, 2017 at the Government Center, Austin, Minnesota.

WHEREAS, on September 26, 2017 the Mower County Board of Commissioners adopted a preliminary tax levy,

WHEREAS, on September 26, 2017 the Mower County Board of Commissioners set the public hearing on said levy and County Budget to December 7, 2017 at 6:00 p.m.,

WHEREAS, on December 7, 2017, a public annual budget and levy hearing was held with formal action to be taken on December 19, 2017,

NOW THEREFORE BE IT RESOLVED that the 2018 net property tax levy be set at \$20,825,954 (4.9%) and

THEREFORE BE IT FURTHER RESOLVED that the 2018 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 2018 budget for the County is as follows:

EXPENSES		SOURCE of Funds	
General Government		Revenues- General Government	
Board of Commissioners	266,879	Tax Levy	11,191,027
Courts	118,500	State Formula Aid	1,631,089
Administration	549,477	Del Tax & Penalties, Mortgage Tax	125,000
County Auditor/Treasurer	269,655	Wind Production Tax	1,220,000
Elections	163,263	PILT & PERA& POWER	72,232
Data Processing	698,031	Special Assessments	32,624
Human Resources	548,812	License/Permits	58,550
Attorney	1,124,519	Intergovernmental	1,230,254
Law Library	45,810	Charges For Services	852,584
Recorder	541,284	Fines & Forfeits	26,700
County Assessor	608,695	Investment Income	525,000
Buildings & Plant	868,346	Miscellaneous	928,449
Veterans Service Officer	164,916	Sales	15,200
GIS & Land Records	159,944	Net Use of Reserves	359,115
Accounting & Auditing	75,000	Total General Government	18,267,824
Total General Government	6,203,131		

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Public Safety	
Sheriff	3,129,638
E-9-1-1	108,955
Sentence to Serve	65,798
Dare	300
Coroner	115,929
County Jail	3,273,044
Community Corrections	2,231,148
Civil Defense	127,572
Law Enforcement Center	1,407,170
Canteen	34,340
Bailiffs & Guards	46,425
Total Public Safety	10,540,319

Culture & Recreation	
Historical Society	55,265
Senior Citizens	48,400
CHORE	36,000
Regional Library	269,980
Other	9,000
Total Culture & Recreation	418,645

Conservation of Natural Resources	
Cooperative Extension	174,420
Soil & Water Conservation	180,485
Agricultural Society	30,000
Total Conservation of Natural Resources	384,905

Economic Development	
Development Corporation	
Total Economic Development	0
Unallocated	
Insurance	426,842
Contingency	211,924
Other	82,058
Total Unallocated	720,824
Total General Revenue Fund	18,267,824

Public Works	
Administration	639,719
Maintenance	3,164,858
Construction	14,413,096
Equipment Maintenance & Shop	953,075
Building & Grounds	182,974
Flood Buyout	325,000
Planning & Zoning	77,232
Environmental Health	135,923
Water Planning	37,333
Agricultural Inspector	1,826
Feedlot	104,207
Total Highways & Streets	20,035,243

Human Services	
Income Maintenance	4,413,035
Social Services	8,049,892
Total Human Services	12,462,927

Health	
Community Health Services	78,129
Nursing Service	858,777
State Health Improvement Plan	161,763
MSHO	623,814
Womens, Infant & Children	259,741
Health Officer	
Maternal & Child Health	
Disease Prevention	121,444
Family Health	

Public Works	
Tax Levy	2,529,734
Wheelage Tax	370,000
Local Sales Tax	1,500,000
PILT	6,800
State Formula Aid	276,942
Wind Tax	400,000
Intergovernmental	10,205,031
Permits	38,000
Charges For Services	91,000
Miscellaneous	252,500
Use of Reserves	4,365,236
Total Highway & Streets	20,035,243

Human Services & Public Health	
Tax Levy	4,401,298
State Formula Aid	262,770
Intergovernmental	8,075,567
Charges For Services	1,115,050
Miscellaneous	711,910
Total Human Services	14,566,595

Sanitation	
Special Assessments	697,422
Intergovernmental	132,500
Charges For Services & License	14,700
Sales	140,000
Total Sanitation	984,622

Ditch	
Special Assessments	10,000
Use of Reserves	68,278
Total Ditch Funds	78,278

Capital Projects Fund	
Tax Levy	365,000
Use of Reserves	363,000
Total Building Maintenance	728,000

Sewer Loan	
Revenue	
Interest on Specials	27,000
Special Assessments - Princ	110,000
Use of Reserves	170,500
Total Revenue	307,500

Bond Funds	
Tax Levy	2,338,895
IRS Refund & Interest	95,618
	2,434,513

Total County Revenues/Sources	57,402,575
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Total Health	2,103,668
Sanitation	
Recycling	891,139
Addition to Reserves	93,483
Total Sanitation	984,622
Capital Projects Fund	
Countywide Projects/Maintenance	365,000
Use of Reserves	363,000
Total Capital Projects Fund	728,000
Bond Fund	
Bond P & I payments	2,434,513
Total Bond Fund	2,434,513
Ditch	
Repairs & expenses	78,278
Total	78,278
Sewer Loan	
Contracted Services	105,000
Return of Principal	202,500
Total County Expenses	57,402,575

IT IS FURTHER RESOLVED:

1. Departmental expenditures, except Personnel items, shall not exceed the approved budget. To provide flexibility to the department, the Finance Director shall be authorized to amend line item budgets within a department, exclusive of personnel items, provided the total approved budget remains unchanged. In addition, the County Coordinator is authorized to approve department budget amendments up to \$5,000 with an annual maximum of \$25,000 out of the Reserve Contingency Budget. 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 19th day of December, 2017.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Vice-Chairperson

By: _____
Clerk/Coordinator

Date: December 19, 2017

Res. #102-17

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 19, 2017 at the Government Center, Austin, Minnesota.

WHEREAS, on December 19, 2017 the National Wild Turkey Federation Cedar River Longbeards Chapter presented a request for a Minnesota Lawful Gambling License for gambling to be conducted at Lansing Corners Supper Club, Lansing, Minnesota on January 27, 2018.

BE IT RESOLVED THAT, the Mower County Board of Commissioners does hereby approve the issuance of a Minnesota Lawful Gambling License to National Wild Turkey Federation Cedar River Longbeards Chapter for gambling at Lansing Corners Supper Club, Lansing, Minnesota on January 27, 2018.

Passed and adopted this 19th day of December, 2017.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Vice-Chairperson

By: _____
Clerk/Coordinator

Motion made by Commissioner Bennett, seconded by Commissioner Glynn, to set the mileage rate for 2018 at the IRS standard rate of 54.5 cents. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Bennett, to approve the joint powers agreement for the operation of a household hazardous waste program effective January 1, 2018 through December 31, 2022. Motion carried.

Motion made by Commissioner Bennett, seconded by Commissioner Ankeny, to approve contract with Paintcare for disposal of latex and oil base paint for the HHW facility effective January 1, 2018 for five years and authorize the County Coordinator to sign on behalf of the County. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to reappoint Jeannette Curley to the Mower County Housing Authority for a second five year term effective January 1, 2018 through December 31, 2022. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn, to accept the \$55 donation from the Moose Lodge to be in turn donated to Hy-Vee for the Feed a Family program as stipulated by the Moose Lodge. Motion carried.

Motion made by Commissioner Bennett, seconded by Commissioner Glynn, to adjourn the meeting at 10:17 a.m. Motion carried. The next meeting is scheduled for December 26, 2017 at 8:30 a.m.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____
Vice-Chairperson

Attest:
By: _____
Clerk/Coordinator

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