

REGULAR SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

January 26, 2021

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Regular Session January 26, 2021 at 9:00 a.m. at the Government Center in Austin, Minnesota.

All members present, viz: Polly Glynn, Chair
Jerry Reinartz
Mike Ankeny
Jeff Baldus
District One Seat Vacant
Trish Harren, County Administrator

The meeting was opened with the Pledge of Allegiance.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz, to approve the agenda adding the approval of an Addendum to Professional Service Agreement with the Development Corporation of Austin for Executive Order 20-99 Business Relief Grant Program Administration and to delete the requested motion to assess clean-up/demolition costs. Motion carried.

County Auditor-Treasurer Scott Felten provided a department update and indicated that 2020 major departmental activities were dominated by elections. Covid provided additional challenges to the election process with the need for addition space to accommodate social distancing. The department is now processing the unexpected special primary to be followed by a special election for district one commissioner. A courtesy letter for unpaid taxes has been sent to taxpayers hoping to decrease the amount of delinquent taxes prior to the notice being published. The 2020 Census has been completed and Minnesota was number one in the country for self-response. The census data is expected in April. Lastly staff continues to work on documenting tasks and cross training. A staff member is taking an election law course as part of an election administration certification.

Public Works Director Michal Hanson brought to the Board for discussion township requests to have the County apply for available local road improvement plan funds on their behalf. Grants must come through counties and counties are required to act as fiscal agents for these funds. In addition, if a county applies on behalf of a township, they also agree to provide a number of administrative and project management tasks. It was noted that the grant funds do not cover engineering or inspection costs. Mr. Hanson advised the Board that his department does not have the capacity to engineer projects for townships. If the Board wants Public Works to do this work, it will have to be outsourced. Following discussion, Commissioners concurred that it would not be advisable to spend county tax dollars engineering township road projects. Public Works can write the grants, serve as fiscal agent,

and provide the administrative and project management support, but townships will have to know they are responsible for project engineering expenses.

Health & Human Services Director Crystal Peterson provided the Board with Community Health updates. The department has been notified that, given the new federal administration, it should expect a significant increase in refugee resettlement numbers under case management. Covid statistics indicate 3744 cumulative and 29 deaths. There has been a decrease in the daily number of new cases. Vaccine clinics have commenced. Public Health has received a total of 400 doses of vaccine. The department is planning for and has the ability to host larger clinics for the administration of more vaccine when it becomes available. Currently only smaller amounts of vaccine have been received, therefore the department is hosting small clinics for its administration.

Motion made by Commissioner Baldus, seconded by Commissioner Ankeny, to approve the Health & Human Services accounts payable totaling \$219,344.60. Motion carried.

Motion made by Commissioner Baldus, seconded by Commissioner Reinartz, to approve the minutes of January 12, 2021. Motion carried.

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

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Applied Concepts Inc	8,986.50	Erickson Engineering Co., LLC	26,752.50
Association Of Minnesota Counties	2,700.00	Herness Construction Co	2,405.00
AUSTIN AUTOMOTIVE LLC	2,118.88	Kiesler's Police Supply Inc	5,459.50
Avenu Insights & Analytics	6,224.08	MCHS SE Minnesota	6,261.35
Baudoin Oil Company	14,802.31	Melchert Hubert Sjodin, PLLP	2,557.15
Benchmark Behavioral Health Systems	28,975.00	MJ O'Connor Inc	6,975.92
Cedar Valley Services, Inc	54,065.12	Petersen Professional Services LLC	43,500.00
City Of Austin	13,524.16	Racine/City Of	9,298.58
Consolidated Correctional Foodservice	18,993.70	SeaChange Print Innovations	2,174.18
Dakota County Financial Services	2,248.00	SEMNRB	6,500.00
Dell Marketing L P	23,585.58	TOWMASTER	2,827.72
Department Of Corrections	36,268.64	Uhl Company Inc	6,620.00
Department Of Corrections	6,880.00	Village Ranch Inc	26,879.35
Development Corp Of Austin	19,000.00	63 Payments less than 2000	32,789.73
		Final Total:	419,372.95

Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Baldus, to approve the annual Electronic Funds Transfer Policy for 2021. Motion carried.

Motion made by Commissioner Reinartz, seconded by Commissioner Baldus, to approve amending Ordinance #02-21 adopted January 12, 2021 to modify the effective date of the amended Subsurface Sewage Treatment System Ordinance from being effective upon publication to being effective April 1, 2021. Motion carried.

Motion made by Commissioner Baldus, seconded by Commissioner Reinartz, to amend Resolution #01-21 for general fund appropriations adopted on January 5, 2021 to increase the amount for Minnesota Rural Counties from \$2400 to \$2700. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Glynn, to appoint Commissioner Reinartz and Commissioner Glynn to the Canvassing Board for the special primary election and the special general election. Motion carried. It was noted the Canvassing Board will convene on February 12, 2021 at 10:30 a.m. and on April 16, 2021 at 10:30 a.m. in the Mower County Board Room.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz, to approve the Addendum to the Professional Service Agreement with the Development Corporation of Austin for Executive Order 20-99 Business Relief Grant Program Administration. Motion carried.

Commissioner Reinartz on behalf of the Personnel Committee informed the Board that the committee had discussed re-activating the Emergency Paid Sick Leave for COVID related absences until March 31, 2021 for those employees that have not utilized the 80 hours of paid sick leave provided under the Families First Act. In addition, the proposed policy has a provision that would permit up to 2 days of pay for those who have an adverse reaction to the COVID vaccine and are unable to work.

Motion made by Commissioner Reinartz, seconded by Commissioner Ankeny, to adopt the proposed Interim Policy 2021-01: COVID-19 Program for Utilization of Paid Leave policy with the provision to permit up to 2 days of pay for those who have an adverse reaction to the COVID vaccine and are unable to work effective January 1, 2021 with a sunset date of March 31, 2021. A discussion followed related to the additional 2 days of pay for those who have an adverse reaction to the COVID vaccine versus the use of the employee's PTO (Paid Time Off). The Commissioners voted as follows: Commissioner Baldus no, Commissioner Ankeny no, Commissioner Reinartz aye, and Commissioner Glynn aye. Motion failed due to a lack of a majority vote 2 - 2.

Motion made by Commissioner Ankeny, seconded by Commissioner Baldus, to adopt Interim Policy 2021-01: COVID-19 Program for Utilization of Paid Leave policy (*without the provision to permit up to 2 days of pay for those who have an adverse reaction to the COVID vaccine and are unable to work*) effective January 1, 2021 with a sunset date of March 31, 2021. The adopted policy is as follows:

Mower County

Interim Policy 2021-01: COVID-19 Program for Utilization of Paid Leave

PURPOSE:

In response to the community spread of the novel coronavirus, COVID-19, Mower County has declared a local emergency. Mower County believes in the importance of a healthy workplace and wellness and wants to work together with employees to ensure that employees are supported to protect each other from disease transmission.

We recognize that the evolving nature of the pandemic will likely create the need for this policy to be amended, updated, and replaced. This policy is numbered in order to identify the most current policy. It is expected that, in the event this policy is amended, updated, or replaced, a new policy number will be issued and the prior policy will be automatically withdrawn. This policy is effective January 1, 2021 and replaces the Mower County Interim Policy 2020-04: COVID-19 Program for Employees that expired on December 31, 2020.

Federal Families First Coronavirus Response Act (FFCRA)

*Mower County was charged with implementing the requirements of the FFCRA and the Emergency Paid Sick Leave Act that was effective March 23, 2020 - December 31, 2020. **This policy is intended to extend the Emergency Paid Sick Leave Act provision from December 31, 2020 to March 31, 2021.** The following is a general summary of the provisions.*

Emergency Paid Sick Leave: *Emergency Paid Sick Leave is available to eligible employees who are unable to work (or telework) due to a need for leave because:*

- *The employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19 or is caring for an individual subject to such an order.*
- *The employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19 or is caring for an individual advised to self-quarantine.*
- *The employee is experiencing symptoms of COVID-19 and seeking a medical diagnosis.*
- *The employee is caring for a son or daughter if the school or place of care of the son or daughter has been closed, or the childcare provider of such son or daughter is unavailable, due to COVID-19 precautions.*

*Full-time eligible employees will be paid for up to 80 hours of work. Part-time eligible employees will be paid for the equivalent of two weeks of their normal scheduled work. **The 80-hour allotment of Emergency Sick Leave is available only once to employees.** Therefore, employees who've already used some or all of the 80-hour allotment in 2020 would not receive a new 80-hour allotment in 2021. This allotment would also not be paid out in a severance or retirement pay-out.*

Motion carried.

Commissioner Reinartz on behalf of the Personnel Committee informed the Board that the committee has identified the need to appoint three members to the Personnel Board of Appeals. The persons being recommended to the Personnel Board of Appeals were sought out due to their knowledge and experience in dealing with employee related matters. All three appointees meet the requirements set forth in the County's Personnel Board of Appeals policy.

Motion made by Commissioner Reinartz, seconded by Commissioner Ankeny, to appoint the following persons to the Personnel Board of Appeals for the indicated terms:

Randy South: term 1/1/2021 - 12-31-2021

Lisa Kocer: term 1/1/2021 - 12-31-2022

Jon Erichson: term 1/1/2021 - 12-31-2023

Motion carried.

Lastly, Commissioner Reinartz informed the Board the Personnel Committee had reviewed the per diem request made by the Veteran's Service Officer for the Veteran's van driver. The Committee recommends the requested increase from \$90 to \$95 as the per diem. Going forward the position will be included with other non-union positions for salary increases.

Motion made by Commissioner Reinartz, seconded by Commissioner Ankeny, to approve increasing the per diem for the Veteran's Van Driver from \$90 to \$95 effective January 1, 2021. Motion carried.

On behalf of the Finance Committee Commissioner Baldus indicated that forty-seven applications have been received and in the review process. Thirty-seven are from Austin and the remaining ten are from outer county.

There wasn't anything to report under Building or Solid Waste committees.

Commissioner Baldus informed the Board that he had mistakenly attended the Rural MN Energy Board virtual meeting. Upon review of the committee appointments he noted that Commissioner Glynn was assigned to that committee. Following discussion an adjustment to the Committee Appointments was made and Commissioner Baldus will serve on the Rural MN Energy Board.

County Administration Trish Harren brought to the Board for consideration an application for 2021 sponsoring membership into the Minnesota Rural Broadband Coalition at a cost of \$250.00.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz, to become a sponsoring member of the Minnesota Rural Broadband Coalition with a \$250 membership fee. Motion carried.

Motion made by Commissioner Baldus, seconded by Commissioner Reinartz, to adjourn the meeting at 10:45 a.m. Motion carried. The next meeting is scheduled for February 2, 2021 at 1:00 p.m.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____
Chairperson

Attest:

By: _____
Clerk/Administrator