

REGULAR SESSION OF THE MOWER COUNTY  
BOARD OF COMMISSIONERS

June 8, 2021

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Regular Session June 8, 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  
John Mueller  
Trish Harren, County Administrator

The meeting was opened with the Pledge of Allegiance.

Motion made by Commissioner Ankeny, seconded by Commissioner Baldus, to approve the agenda with the following additions: 1) Review/approve University of Minnesota Extension Memorandum of Agreement Addendum for staffing changes; 2) Approve Application of LeRoy Rod & Gun Club for Lawful Gambling on August 7; 3) Discuss the request of Scott Ohm to donate property to the County; 4) Discuss a request to possibly place a donated clock to the City of Austin in Peace Park (county property); and 5) Discussion to set a date for a strategic planning session. It was noted that action items are expected under Personnel Committee. Motion carried.

Human Resources Director Sherry Roth provided the Board with a departmental update. The report included annual comparison data pertaining to staffing levels, recruitments and separations. Ms. Roth will be leaving on June 17 for a new position and concluded her report with a power point highlighting her staff as "Masters of Change".

Sherry Roth, Human Resources Director, was acknowledged for eight years of service.

Commissioner Reinartz on behalf of the Personnel Committee reported that David Drown & Associates (DDA) has been reviewing a selection (approximately 1/3) of the County job descriptions in order to keep them up-to-date and that the DBM rating continues to be market competitive. Seventeen job descriptions have been reviewed. DDA recommends changes to four positions and the Personnel Committee recommends the Board approve the changes.

Motion made by Commissioner Reinartz, seconded by Commissioner Ankeny, to approve the following changes to job descriptions / DBM ratings effective upon approval:

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

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Position / Job Description (current)	Position / Job Description (revised/ new)	DBM Rating (current)	DBM Rating (revised / new)
Office Support Specialist	NA	A13	B21
Accounting Technician	NA	B21	B22
Office Support Specialist, Sr. (in Assessor's office)	Assessment Technician	B21	B22
Community Health Specialist	NA	B24	C41

Motion carried.

**HUMAN SERVICES BOARD:**

Motion made by Commissioner Ankeny, seconded by Commissioner Mueller, to approve the Health & Human Services accounts payable totaling \$293,838.34. Motion carried.

Health & Human Services Director Crystal Peterson provided a Covid-19 update indicating there have been 4706 cumulative cases with 33 deaths in Mower County. Reports of new positive cases is slowing down with 14 new cases reported yesterday. Approximately 62.2% of Mower County residents have been vaccinated. Statewide 65% of the population has been vaccinated. The Minnesota Department of Health is now offering incentives for getting vaccinated before July 1. Public Health has a few vaccination clinics later this week.

Motion made by Commissioner Ankeny, seconded by Commissioner Mueller to approve the following Purchase of Service Agreements effective 7.1.21-6.30.22 unless noted:

<u>Funeral Assistance</u>			
Rochester Cremation Services 5.1.21 – 12.31.21			
<u>Housing Support</u>			
Cenneidigh, Inc.	Cottages of Dakota	Glendalough of Austin, Inc.	Hanson, Diane
REM Heartland, Inc.	REM Woodvale, Inc.	Skinness, Julie	

Motion carried.

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

Motion made by Commissioner Baldus, seconded by Commissioner Mueller, to adjourn the Human Services Board meeting at 10:00 a.m. Motion carried.

**COUNTY BOARD**

The Regular Session of the Board was reconvened at 10:05 a.m. for regular business items.

Motion made by Commissioner Baldus, seconded by Commissioner Reinartz, to approve the June 1, 2021 Regular Board and Board Work Session minutes. Motion carried.

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

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Above All Cleaning, Inc	2,128.00	MCHS SE Minnesota	5,241.15
Cedar Valley Services, Inc	3,604.55	MCMT	26,326.00

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

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Chosen Valley Testing, Inc	3,040.00	Northland Trust Services Inc	4,714,495.83
Consolidated Correctional Foodservice	15,153.89	PICTOMETRY INTERNATIONAL CORP	25,011.21
Dave Lucas Consulting	4,970.00	Thomson Reuters-West Payment Center	2,827.76
Department Of Transportation	12,922.73	Virtual Graffiti, Inc.	9,595.00
J & S Repair Inc	28,889.12	49 Payments less than 2000	15,067.68
Mayo Clinic Ambulance Services	2,664.14	<b>Final Total:</b>	<b>4,871,937.06</b>

Motion carried.

Motion made by Commissioner Baldus, seconded by Commissioner Reinartz, to declare the 2011 Crown Vic VIN 2FABP7BV4BX139676 (Sheriff's Department) as surplus property for disposal and/or auction. Motion carried.

Motion made by Commissioner Reinartz, seconded by Commissioner Mueller, to approve the request of the Rose Creek Club for the temporary closure of County Road 4 between 3<sup>rd</sup> Street and County 19 on July 11, 2021 from 7:00 a.m. to 4:00 p.m. in the City of Rose Creek for the Rose Creek Club Car Show and authorize the Engineer to provide the appropriate signage for the temporary closure. Motion carried.

Motion made by Commissioner Mueller, seconded by Commissioner Ankeny, to approve the application of Chateau Speedway 1956, LLC for a fireworks/pyrotechnic special effects display on August 13, 2021 (rain date: 9/3/21). Motion carried.

Motion made by Commissioner Baldus, seconded by Commissioner Reinartz, to approve the application of Deer Creek Speedway, LLC for a fireworks/pyrotechnic special effects displays on June 25 (rain date: 6/27/21), June 26 (rain date: 6/27/21) and July 3, 2021 (rain date: 7/10/21). Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Mueller, to approve the renewal application of Windrift LLC for a liquor (full, on-sale & Sunday) license effective July 1, 2021 through June 30, 2022. Motion carried.

Motion made by Commissioner Baldus, seconded by Commissioner Reinartz, to approve the Ziegler Customer Support Agreement for the Justice Center Generator System (3 year agreement, \$3,987.18/year). Motion carried.

Motion made by Commissioner Mueller, seconded by Commissioner Baldus, to approve the STS contract (7.1.21 – 6.30.23 / \$152,702.42 total contract.) Motion carried.

Motion made by Commissioner Baldus, seconded by Commissioner Reinartz to approve the transfer of \$4,964,000 from General Fund to Bond Fund for the Justice Center Bond Payoff. Motion carried.

**Date: June 8, 2021**

**Res. #40-21**

**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 June 8, 2021 at the Government Center, Austin, Minnesota.

**WHEREAS**, Minnesota counties are required by law to manage solid waste in a manner that protects the state's land, air, water, and other natural resources, and public health by ensuring that certain reduction, separation and recovery, resource recovery, and proper disposal methods of solid waste is set forth in an ordinance; and

**WHEREAS**, Pursuant to the Mower County Solid Waste Management Ordinance (ORD-21), the County requires any person or entity operating any solid waste facility to first obtain, and maintain, a license for the design, construction, and operation of a solid waste facility; and

**WHEREAS**, on February 26, 2021, the City of Austin submitted a Mower County Solid Waste Facility Application for renewal of a solid waste license for the continued operation of a Yard Waste Compost facility; and,

**WHEREAS**, after review, this application was deemed complete on March 27, 2021; and

**WHEREAS**, on November 6, 2018, the County Board adopted resolution #110-18, establishing financial assurance requirements for all solid waste facilities currently in operation within the County; and

**WHEREAS** Financial assurance requirements for the Cook Farm Compost Facility is a \$5,000 surety bond payable to the County; and,

**WHEREAS**, pursuant to Board Resolution #49-20, the County has waived the requirement for the City to provide for Financial Assurance in the form of a \$5,000 Surety Bond, as long as all conditions of that resolution are met, and the facility remains in full compliance with its License and Ord-21.

**NOW, THEREFORE, THE MOWER COUNTY BOARD OF COMMISSIONERS HEREBY RESOLVES:** issue the City of Austin a Solid Waste License for the Cook Farm Compost Facility as drafted by the Department and approved as to form by the County Attorney, providing operation of a Yard Waste Compost Facility, and including a Financial Assurance waiver, all as described in their License, with a term that will expire on December 31, 2026.

Passed and approved this 8<sup>th</sup> day of June, 2021.

**Date: June 8, 2021**

**Res. #41-21**

**RESOLUTION**

On motion of Commissioner Ankeny, seconded by Commissioner Mueller, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held June 8, 2021 at the Government Center, Austin, Minnesota.

**WHEREAS**, Minnesota counties are required by law to manage solid waste in a manner that protects the state's land, air, water, and other natural resources, and public health by ensuring that certain reduction, separation and recovery, resource recovery, and proper disposal methods of solid waste is set forth in an ordinance; and,

**WHEREAS**, Pursuant to the Mower County Solid Waste Management Ordinance (ORD-21), the County requires any person or entity operating any solid waste facility to first obtain, and maintain, a license for the design, construction, and operation of a solid waste facility; and,

**WHEREAS**, on February 26, 2021, the City of Austin submitted a Mower County Solid Waste Facility Application for renewal of a solid waste license for continued operation of a Solid Waste Transfer Station; and,

**WHEREAS**, after review, this application was deemed complete on April 3, 2021 in accordance with ORD-21; and,

**WHEREAS**, on November 6, 2018, the County Board adopted resolution #110-18, establishing financial assurance requirements for all solid waste facilities currently in operation within the County; and,

**WHEREAS**, Financial assurance requirements for the Austin Transfer Station is a \$15,000 surety bond payable to the County; and,

**WHEREAS**, pursuant to Board Resolution #43-20, the County has waived the requirement for the City to provide for Financial Assurance in the form of a \$15,000 Surety Bond, as long as all conditions of that resolution are met, and the facility remains in full compliance with its License and Ord-21.

**NOW, THEREFORE, THE MOWER COUNTY BOARD OF COMMISSIONERS HEREBY RESOLVES:** issue the City of Austin a Solid Waste License for the Austin Transfer Station as drafted by the Department and approved as to form by the County Attorney's Office, providing operation of a Transfer Station, and including a Financial Assurance waiver, all as described in their License, with a term that will expire on December 31, 2026.

Passed and approved this 8<sup>th</sup> day of June, 2021.

Due to the currently open vacant positions in the Mower County Extension office and due to the amount of time to complete the hiring process through the University of Minnesota Extension, persons have been sought to fill the positions on an interim basis and the University of Minnesota Extension is requesting an Addendum to the Memorandum of Agreement between Mower County and the University of Minnesota Extension related to staffing. The proposed addendum requests using the staff savings due to the open positions to compensate interim positions. This matter was temporarily set aside as staff attempted to reach the Regional Director to have some questions addressed.

**Date: June 8, 2021**

**Res. #42-21**

**RESOLUTION**

On motion of Commissioner Ankeny, seconded by Commissioner Baldus, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held June 8, 2021 at the Government Center, Austin, Minnesota.

**WHEREAS**, on June 8, 2021 the LeRoy Rod & Gun Club presented a request for a Minnesota Lawful Gambling License for gambling to be conducted at the LeRoy Rod & Gun Club, 10293 St. Hwy 56, LeRoy Township, Minnesota on August 7, 2021.

**BE IT RESOLVED THAT**, the Mower County Board of Commissioners does hereby approve the issuance of a Minnesota Lawful Gambling License to the LeRoy Rod & Gun Club for gambling at the LeRoy Rod & Gun Club on August 7, 2021.

Passed and adopted this 8<sup>th</sup> day of June, 2021.

County Administrator Trish Harren informed the Board that Mr. Scott Ohm had contacted the office requesting to donate his Austin property (34.410.0459) to the County. There is street work being done and approximately \$8000 - \$9000 in assessments will be added to the parcel. A discussion followed. This matter was tabled pending additional information.

Trish Harren also informed the Board that the City of Austin had received a donation of a clock. The City is suggesting that perhaps the clock could be installed on the County property commonly referred to as Peace Park with the county responsible for the concrete base and electric. A discussion followed with this matter tabled to a later date.

The Board decided to hold a Strategic Planning Session on Tuesday, July 6 following the regular board meeting in place of its regularly scheduled work session.

Under Committee Reports there was not anything to report under Finance. Personnel was handled earlier in the meeting. It was noted that interviews for Human Resources Director have been scheduled. Under Building, Trish Harren informed the Board that the Facilities Supervisor has been working through the list of projects in the jail. It has been discovered that approximately 200 lights with batteries need to be replaced at an approximate cost of \$200 per light which includes the light and the wiring. The life expectancy of each fixture is about 10 years so all of these lights will need to be replaced soon. After discussion, it was suggested that replacements be done in smaller batches about 20 a time to stagger the expense now and in the future.

Lisa Dierks, Extension Regional Director, called in and the Board discussed the staffing addendum. Following discussion, the proposed addendum was modified to remove the timeline for the interim staffing in the event the staff may be able to work through the period of the State Fair.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz, to approve Addendum to Memorandum of Agreement between University of Minnesota and Mower County for providing extension programs locally and employing interim County Extension Staff increasing the .5 FTE Extension Educator up to a 1.0 FTE at a cost not to exceed the estimated savings due to regular staffing changes. Motion carried.

Under Solid Waste Committee, Commissioner Ankeny shared a SEMREX letter that provided some recycling statistics. Cardboard recycling yields more revenue. It was discussed that perhaps the County could provide cardboard recycling to businesses but not in competition with local waste haulers.

It was noted that several Commissioners attended the Association of MN Counties District IX meeting. It was noted that the regional counties are also experiencing broadband and housing challenges. At the meeting there was also a report from Minnesota Intergovernmental Trust (MCIT - Insurance) that indicated the group has experienced significant payouts this year, expect a lower dividend, noted some areas that have seen an increase in claims such as PTSD, and the company is offering jail audits to determine risk areas, if any.

There was a request to schedule a Solid Waste Committee meeting to meet with Angela Lipelt and Marcus Thompson regarding the status of enforcement on solid waste complaints, the septic loan program, proposed vacant building ordinance, and a recycling center update.

Motion made by Commissioner Ankeny, seconded by Commissioner Mueller, to adjourn the meeting at 11:17 a.m. Motion carried. The next meeting is scheduled for June 22, 2021 at 9:30 a.m.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

**Attest:**  
**By:** \_\_\_\_\_  
**Clerk/Administrator**

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