

ANNUAL MEETING OF THE MOWER COUNTY BOARD OF COMMISSIONERS

January 3, 2023

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met for its Annual Meeting January 3, 2023 at 1:00 p.m. at the Government Center in Austin, Minnesota.

All members present, viz: Mike Ankeny, Chair; Jerry Reinartz, Vice-Chair, John Mueller, Dan Sparks and Polly Glynn. Also in attendance were County Attorney Kristen Nelsen, County Administrator Trish Harren and Executive Assistant Denise Barthels

The meeting was opened with the Pledge of Allegiance.

County Administrator/Board Clerk Trish Harren called for nominations for Chair. Commissioner Glynn nominated Commissioner Ankeny. The Board Clerk called for further nominations two additional times. Hearing none, the Board Clerk asked for a motion to close nominations for Chair and to cast a unanimous ballot.

Motion made by Commissioner Mueller, seconded by Commissioner Reinartz, to close nominations and cast a unanimous ballot for Commissioner Ankeny for Board Chair. Motion carried.

Chair Commissioner Ankeny called for nominations for Vice-Chair. Commissioner Mueller nominated Commissioner Reinartz for Vice-Chair. Chair Commissioner Ankeny called for further nominations two additional times. Hearing none, Chair Ankeny called for a motion to close nominations and cast a unanimous ballot.

Motion made by Commissioner Mueller, seconded by Commissioner Glynn, to close nominations and cast a unanimous ballot for Commissioner Reinartz as Vice-Chair. Motion carried.

The Board discussed the proposed Committee Appointments. Some modifications were made. Action on the proposed appointments will be added to the agenda for approval.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz, to approve the agenda adding 1) approval of committee appointments and 2) acceptance of the Greater MN Recycling and Composting Grant \$250,000. Motion carried.

An oath of office was administered to Amy Lammey to appoint her to serve as the Mower County Emergency Management Director and to Dave Pike to appoint him to serve as the Mower County Emergency Management Deputy Director.

Motion made by Commissioner Mueller, seconded by Commissioner Glynn, to approve the minutes of December 27, 2022. Motion carried.

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Motion made by Commissioner Glynn, 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>
Association Of Minnesota Counties	19,481.00	MCHS SE Minnesota	4,907.50
Aumentum Technologies	54,911.00	Minnesota Counties Computer Cooperative	76,024.60
CivicPlus, LLC	4,194.01	Monsido, Inc	2,262.00
CliftonLarsonAllen LLP	10,237.50	Rural Minnesota Energy Board	2,500.00
Department Of Corrections	16,905.00	Southern MN Tourism Association	2,001.45
Harty Mechanical Inc	12,657.40	Ziegler, Inc	6,126.83
Larson Law Office/Evan	2,525.00	36 Payments less than 2000	15,734.69
		Final Total:	230,467.98

Motion carried.

Date: January 3, 2023

Res. #01-23

RESOLUTION

On motion of Commissioner Reinartz, seconded by Commissioner Mueller, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held January 3, 2023 at the Government Center, Austin, Minnesota.

BE IT RESOLVED, that the County Auditor-Treasurer be authorized to make the following expenditures from the County General Revenue Funds. Payment in full to be made for all appropriations under \$5,000.00. All appropriations over \$5,000.00 to be disbursed quarterly.

SEMCAC\$4,000.00

Senior Citizen Appropriations:

 Lyle Senior Citizens.....600.00

 LeRoy Senior Citizens600.00

 Brownsdale Seniors600.00

 Sargeant Seniors.....600.00

 Mower County Senior Citizens

 Building \$40,000

 Operations \$16,00056,000.00

 Total Senior Citizen Appropriations58,400.00

Mower County Senior Citizens -- Chore36,000.00

Mower County Soil & Water162,000.00

Historical Society64,959.00

SEMN Initiative Fund1,500.00

Discover Austin5,000.00

SE MN EMS5,000.00

Mower County Ag Society – Service Contract.....45,000.00

Passed and approved this 3rd day of January, 2023.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz, to allocate the fairgrounds minor repair fund as follows for 2023 and to authorize full distribution of the 2023 amounts.

Ag Society	45%	\$ 15,000
Historical Society	30%	10,500
Extension	25%	<u>8,500</u>
TOTAL		\$34,000

Motion carried.

Date: January 3, 2023

Res. #02-23

RESOLUTION

On motion of Commissioner Mueller, seconded by Commissioner Glynn, the following Resolution was unanimously passed and adopted at a meeting held January 3, 2023 at the Government Center in Austin, Minnesota.

BE IT RESOLVED, by the Board of County Commissioners of Mower County, Minnesota to appoint the following persons as Mower County Delegates to the Association of Minnesota Counties for 2023: Commissioner Jerry Reinartz, Commissioner Polly Glynn, Commissioner John Mueller, Commissioner Dan Sparks, Commissioner Mike Ankeny, County Administrator Trish Harren, and two staff delegates: Crystal Peterson and Amy Lammey.

Passed and approved this 3rd day of January, 2023.

Date: January 3, 2023

Res. #03-23

RESOLUTION

On motion of Commissioner Glynn, seconded by Commissioner Mueller, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held January 3, 2023 at the Government Center, Austin, Minnesota.

BE IT RESOLVED That the County Auditor-Treasurer be allowed to pay various incidental expenses, refunds, state agency payments, tax apportionments; M.S. Chapter 375.34 Memorial Day Appropriations and Board approved appropriations. Items paid by auditor warrant include: utilities; telephone; M.S. Chapter 375.35 Military Service Organization Memorial Day exercise expense reimbursements; requests by a Judge for immediate payment; postage; license fees; tax overpayments; employee benefits; and payroll deductions; credit card payments, when necessary to avoid late penalties and charges and costs associated with employee travel and conferences. All claims for employee reimbursement must be submitted Human Resources within sixty (60) days of occurrence in order to qualify for payment.

BE IT FURTHER RESOLVED, that the County Auditor-Treasurer be allowed to pay the, partial contract payments and claims for payment from foster care, guardianship and placement care providers. An auditor warrant may be issued provided a signed legal contract

is on file, the department head supervising the contract has approved the payment for work completed and that the payment is not a final payment on a contract.

BE IT FURTHER RESOLVED, that the County Administrator be allowed to approve payment via auditor warrant up to \$50,000 for emergency items, legal settlements, and disaster recovery items;

Passed and approved this 3rd day of January, 2023.

Date: January 3, 2023

Res. #04-23

RESOLUTION

On motion of Commissioner Glynn, seconded by Commissioner Mueller, the following Resolution was unanimously passed and adopted by the Mower County Board of Commissioners at a meeting held January 3, 2023 at the Government Center, Austin, Minnesota.

BE IT RESOLVED, based on the comparable low quote and being in the best interest of the public, that the award go to the "*Austin Daily Herald*", a bi-weekly newspaper, with general circulation in Mower County, as the newspaper in which the notice and list of real estate remaining delinquent on the first business day in January 2023, the Financial Statement of the year 2022 and the proceedings of the County Board of said County for the year 2023 shall be published and the same is hereby accepted as per quote of \$5.64 per column inch.

BE IT FURTHER RESOLVED, that the "*Mower County Independent*", a weekly newspaper, be awarded as the secondary county newspaper with a quote of \$4.75 per column inch (\$4.72-\$5.94 cost range with \$5.33 average cost per column inch adjusted quote for comparison) in which the proceedings of the annual meeting, the County Board of Equalization and 2022 Financial Statement shall be published.

Passed and approved this 3rd day of January, 2023

Date: January 3, 2023

Res. #05-23

RESOLUTION

On motion of Commissioner Glynn, seconded by Commissioner Reinartz, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held January 3, 2023 at the Government Center, Austin, Minnesota.

WHEREAS, Mower County receives and disburses public funds and shall deposit such funds in a commercial bank, savings association, trust company, credit union or other financial institution as defined by law in Minnesota Statutes 118A.01;

WHEREAS, Mower County will designate as a depository of its funds one or more financial institutions per MS 118A.02;

WHEREAS, the following financial institutions are designated depositories for 2023:

First Farmers & Merchants
US Bank
Home Federal Savings Bank
Mower County Employees Credit Union
Minnesota Association of Government Investing for Counties /PFM Asset Management LLC
UBS

BE IT RESOLVED THAT, the Mower County Board of Commissioners adopt and designate the listed financial institutions in this resolution as depositories of public funds for the year 2023.

Passed and approved this 3rd day of January, 2023.

Motion made by Commissioner Mueller, seconded by Commissioner Sparks, to approve the annual Electronic Funds Transfer Policy for 2023. Policy on file in the office of County Administration. Motion carried.

Motion made by Commissioner Reinartz, seconded by Commissioner Glynn, to approve the 2023 Countywide Fee Schedule as proposed. The fee schedule is on file in the office of the County Administrator. Motion carried.

Date: January 3, 2023

Res. #06-23

RESOLUTION

On motion of Commissioner Mueller, seconded by Commissioner Sparks, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held January 3, 2023 at the Government Center, Austin, Minnesota.

BE IT RESOLVED; That Jenna Wheeler Anderson, M.D., be appointed as Mower County Medical Consultant / Health Officer for the year 2023;

BE IT FURTHER RESOLVED: that the medical officer shall receive \$2,600.00 per year plus expenses upon receipt of an itemized and verified bill for said expenses.

Passed and approved this 3rd day of January, 2023.

Motion made by Commissioner Glynn, seconded by Commissioner Mueller, to increase meal reimbursement by \$5.00 each for reimbursements to be as follow:

Breakfast-\$15; Lunch-\$20; Dinner-\$25
Motion carried.

Motion made by Commissioner Mueller, seconded by Commissioner Reinartz, to set mileage to match the IRS established rate. Motion carried. *(at time of adoption \$.655 per mile)*

The Board discussed the proposed 2023 Calendar of Scheduled Board meetings. It is proposed to hold two business meetings a month on the 2nd and 4th Tuesdays and to hold a work session most months on the 1st Tuesday of the month. A discussion followed.

Motion made by Commissioner Glynn, seconded by Commissioner Mueller, to approve the 2023 Board meeting schedule as proposed establishing only a work session on the first Tuesday of the month at 1:00 p.m. and maintaining the second and fourth Tuesdays of the month at 9:00 a.m. as business meetings all subject to change to accommodate holidays, other conflicts or to ensure a quorum. Motion carried. The Commissioners voted as follows: Commissioner Mueller aye; Commissioner Reinartz no; Commissioner Sparks aye; Commissioner Glynn aye; Commissioner Ankeny aye. Motion carried 4-1. The 2023 Board Meeting Calendar that reflects the Board meeting dates and Association of Minnesota meetings can be found on the county website <https://www.co.mower.mn.us/DocumentCenter/View/4107/2023-Board-Meeting-Calendar-adopted-1323> or a copy can be obtained from County Administration.

Motion made by Commissioner Reinartz, seconded by Commissioner Glynn, to set the County Board of Appeal and Equalization meeting for June 13, 2023 at 6:30 p.m. in the County Board Room. Motion carried.

The Board discussed possible changes to their adopted 2023 per diem rates.

Motion made by Commissioner Glynn, seconded by Commissioner Reinartz, to leave the designated 2023 per diem rates as previously set. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Mueller, to approve out-of-state travel for Sheriff staff to attend a conference. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Mueller, to accept the Greater MN Recycling and Composting Grant \$250,000. Motion carried.

Motion made by Commissioner Mueller, seconded by Commissioner Reinartz, to approve the following committee appointments:

Committee	Commissioner(s)
Finance & Audit	Ankeny/Sparks
Personnel	Reinartz/Mueller
Buildings & Grounds	Glynn/Sparks
Solid Waste	Ankeny/Mueller
Planning Commission	Mueller/Ankeny (Alt)
Land Use Committee	Reinartz/Glynn
Safety Committee	Reinartz
Accelerating Austin	Ankeny
Austin Library Board (ex-officio)	Sparks
Austin Mower County Homeownership Fund Board	Ankeny/Sparks
City/County Joint Issues (quarterly meeting)	Ankeny/Mueller

Appointments amended 01.10.23 See Page AAA - 11; 3.14.23 Page AAA 54; 8.22.23 Page AAA 174

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Committee	Commissioner(s)
Community Health Services Advisory Committee	Reinartz/Glynn (alt)
County Extension	Ankeny/Mueller
Fair Board (no vote)	Mueller/Ankeny
Historical Society	Ankeny
Impact Austin Committee	Sparks
Interstate Trail Committee	Glynn
Law Library	Glynn
Law Enforcement Center Commission	Mueller/Ankeny
Minnesota Rural Counties (MRC)	Sparks
Mower County Collaborative / Family Connections	Sparks/Reinartz
Mower County Senior Center	Reinartz
One Watershed / One Plan – Cedar River	Sparks
One Watershed / One Plan – Root River	Glynn
Rural Minnesota Energy Board	Sparks/Mueller (alt)
SCHSAC Statewide Community Health Services Advisory Committee (ex-officio)	Glynn/Reinartz (alt)
SE MN Emergency Communications Joint Powers Board	Mueller/Glynn (alt)
SE MN Medical Services Joint Powers Board	Mueller
SEMCAC Southeast Minnesota Citizens Action Council, Inc.	Glynn
SEMREX Joint Powers Board	Ankeny
Siebel Visitation Center Advisory Board	Mueller
SMART Southern Mn Assn of Regional Trail Advisory Committee	Sparks
Soil and Water Conservation Board (ex-officio)	Glynn
Work Force Development Joint Powers Board	Sparks

Assoc. of MN Counties -- Policy Committees					
Environmental & Natural Resources	Public Safety	General Government	Health & Human Services	Transportation & Infrastructure	Economic Dev., Workforce & Housing Policy Subcommittee
Ankeny	Mueller	Sparks	Glynn	Reinartz	Sparks

Motion carried.

The information is also available on the Mower County website or at the offices of County Administration. <https://www.co.mower.mn.us/DocumentCenter/View/4110/2023-County-Board-Committee-Appointments->

Under Committee Reports Commissioner Ankeny reported he had attended the Historical Society's holiday event. No other committee reports were heard.

The Chair adjourned the meeting at 3:00 p.m. The next meeting is scheduled for January 10, 2023 at 9:00 a.m.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____ **Chairperson**

Attest:

By: _____
Clerk/Administrator

INDEX

2

2023 Chair, 1
2023 Countywide Fee Schedule, 5
2023 Vice-Chair, 1

A

adjourn, 7
agenda, 1

C

Committee Appointments 2023, 6
County Board of Appeal and Equalization
 set meeting for 6.13.23 6.30pm, 6

G

Grant
 Greater MN Recycling & Composting, 6

M

meal reimbursement rates, 5
meeting schedule 2023 calendar, 6
mileage reimbursement rate, 6
minor repair allocation
 Ag, Historical & 4-H, 3
minutes, 1

O

Oath
 Emergency Management Deputy Director D. Pike, 1
 Emergency Management Director A. Lammey, 1
out-of-state travel
 Sheriff dept., 6

P

per diem rates
 commissioner, 6
policy
 Electronic Funds Transfer Policy - annual adoption, 5

R

Res. #01-23 general fund allocations, 2
Res. #02-23 AMC delegates, 3
Res. #03-23 incidental expenses, 3
Res. #04-23 legal newspaper, 4
Res. #05-23 Depositories, 4
Res. #06-23 2023 Health Officer – Wheeler Anderson
 MD, 5

W

warrants
 Commissioner, 2