

REGULAR SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

August 13, 2024

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Regular Session August 13, 2024 at 9:00 a.m. at the Government Center in Austin, Minnesota.

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

The meeting was opened with the Pledge of Allegiance.

Motion made by Commissioner Sparks, seconded by Commissioner Reinartz, to approve the agenda. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to approve the consent agenda as presented:

1. Approve Minutes of July 23, 2024 and August 6, 2024 Work Session
2. Approve late claim for expense reimbursement for employee #2102 (\$210.38)
3. Approve request for an unpaid Leave of Absence for employee #1526 from 08.05.24-09.09.24

Motion carried.

County Recorder Sara Madison provided the Board with a department update which included staffing changes, a property fraud program available through West Central Indexing, over 3000 documents recorded, and 646 passport applications processed to date and county uses of the land record funds.

Human Resources Director Kris Kohn introduced the new Sr. Human Resources Coordinator Jill Madeline. In addition, she presented a Memorandum of Agreement with AFSCME.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz, to approve the Memorandum of Agreement with AFSCME to modify Article 15 Pay Plan Section C effective July 1, 2023. Motion carried.

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

<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Advanced Correctional Healthcare, Inc	20,509.72	MEI Total Elevator Solutions	44,585.00
Andersen, Inc./Earl F.	8,241.52	MEIGS Paving	320,970.58
Anoka County Corrections	6,393.25	Metro Sales, Inc	2,757.81
Baudoin Oil Company	19,530.67	Midwest Door Inc	2,076.50
Boe Brothers Tiling Inc	2,079.66	Minnesota Counties Computer Cooperative	23,730.92

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Bustad Dozing & Excavating Inc	48,907.50	Nelson Sound	9,975.00
Cedar Valley Services, Inc	56,709.72	Nickelson Painting	5,943.00
CliftonLarsonAllen LLP	12,274.50	QuickSeries Publishing Inc.	2,478.47
Commissioner of Transportation	3,722.65	Ratwik,Roszak & Maloney, P.A.	27,151.41
Damel Corporation Morem Tree Service	9,055.00	Rohl Electric and Services LLC	26,164.56
Dave Lucas Consulting	3,535.00	SGTS Inc	2,105.63
David C Patterson Plumbing LLC	22,680.00	Southwest MN State University	2,165.82
Dell Marketing L P	12,057.35	Taylor Print & Visual Impressions, Inc.	11,444.54
Freeborn County Co-Operative Oil Co.	24,600.90	Thomson Reuters-West Payment Center	2,901.62
Gallagher Benefit Services Inc	4,000.00	Tiny's Body Shop	2,259.71
Government Management Group Inc	5,500.00	Ulland Brothers Inc.	7,142.57
Grainger	5,173.00	Village Ranch Inc	10,909.59
Greenman HVAC, Inc.	2,926.50	Workshop Software, Inc.	2,705.39
Healthiest You	3,460.00	Ziegler, Inc	6,419.97
Leadership Development Resources	3,319.70	83 Payments less than 2000	47,493.49
		Final Total:	836,058.22

Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Sparks, to approve the Professional Services Agreement with Ayres Associations, Inc. for Geospatial Services to include topographic mapping services and deliver enhancements and derivative datasets using the Lidar base data (\$126,700 using Recorder Land Records Technology Fund) effective through 12/31/2029. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to accept the 2025 County Veterans Service Office Operational Enhancement Grant agreement (CVSO Grant Agreement) effective July 1, 2024 through June 30, 2025 (\$10,000) and authorize signatures. Motion carried.

Deputy County Administrator informed the Board that after soliciting proposals from architectural firms, three firms were interviewed for the Space Study and Master Plan Space Study and Master Plan. The interview committee recommends the approval of the Klein McCarthy proposal.

Motion made by Commissioner Glynn, seconded by Commissioner Sparks, to accept the Klein McCarthy proposal thereby selecting this architectural firm for the space study and master plan. Motion carried.

The Board recessed at 9:39 a.m. for the purpose of the Health & Human Services Board.

HEALTH & HUMAN SERVICES BOARD:

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to approve the Health & Human Services accounts payable totaling \$229,266.55. Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Sparks, to approve/accept the WIC Grant allocation available through the Minnesota WIC Program ARPA WIC Technology for a Better WIC Experience funding in the amount of \$370 to purchase video Language Line services equipment. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz, to authorize Health & Human Services (WIC program) to apply for United Way discretionary funds up to \$1,000 to provide incentives to encourage people to complete for convenience surveys. Motion carried.

Under department updates it was reported that the new .8 position in WIC has been fully trained and starting in September WIC service hours will be expanded to include evening hours. Also, under updates the Wellness on Wheels (WOW) very successfully participated at the Benin Independence Day events screening 80 – 90 individuals for common health markers like blood pressure and A1C.

Motion made by Commissioner Glynn, seconded by Commissioner Sparks, to approve the Purchase of Service Agreements (renewals) effective as noted for the following:

<u>Family/Parenting Services</u>	<u>Housing Support</u>
Engaged 360 (9.1.24-12.31.25)	REM Heartland (7.1.24 – 6.30.25)

Motion carried.

Motion made by Commissioner Glynn, seconded by Commissioner Ankeny, to adjourn the Health & Human Services Board meeting at 9:56 a.m. Motion carried.

COUNTY BOARD

The Regular Session of the Board was reconvened at 9:57 a.m. for regular business items.

Assistant Public Works Directory Valerie Sheedy provided a brief update on the Joint Airport Zoning Ordinance. In June 2022 the Mower County Board of Commissioners authorized/approved the creation of an Austin-Mower County Joint Airport Zoning Board and appointed two representatives to serve on the joint board. The Austin-Mower County Joint Airport Zoning Board reviewed, amended and on March 6, 2024 adopted an updated airport zoning ordinance which replaces the prior ordinance dated 1/11/1978. The ordinance regulates the land use and airspace surrounding the Austin Municipal Airport. The new Ordinance is available at Mower County Administration and online at <https://www.co.mower.mn.us/DocumentCenter/View/4548/Airport-Zoning-Ordinance-2024>

Motion made by Commissioner Reinartz, seconded by Commissioner Ankeny, to approve the modified Solid Waste Facility License for the Austin Transfer Station for a change in operator (Thompson Sanitation) effective 8.13.24 - 8.31.29. Motion carried.

Under Committee Reports it was noted that Commissioners Ankeny, Glynn, Mueller, and Reinartz, attended the fair opening and ribbon cutting ceremony for the new Fair Square building donated by Farm Bureau on August 6. Commissioner Sparks was out of town at a convention. Commissioner Ankeny reported that he attended a Finance Committee meeting on 8/6 and on 8/7 he attended the SWCD conservation tour of projects. Commissioner Sparks and Glynn attended as part of the Building Committee the interviews for the selection of an architectural firm for the space study. Commissioner Mueller noted that on 8/4 he had attended the Benin Independence Day celebration where the WOW (wellness on wheels) was in action. On 8/12 he attended the SE Minnesota Emergency Communications Joint Powers Board and it was noted that by 2028 dispatch counsels may need to be updated.

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Commissioner Glynn reported that on 8/6 she attended the Finance Committee meeting on 8/6 and noted that the committee is meeting everyday this week (8/12-8/16) for 2025 budget review and requests. In addition, Commissioner Glynn attended the SWCD meeting on 8/8 and the SEMCAC meeting on 8/12.

The Chair adjourned the meeting at 10:24 a.m. The next meeting is scheduled for August 27, 2024 at 9:00 a.m.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: John D. Mueller Chairperson

Attest:

By: Christina Ogusink
Clerk/Administrator