

ANNUAL MEETING OF THE MOWER COUNTY BOARD OF COMMISSIONERS

January 7, 2025

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met for its Annual Meeting on January 7, 2025 at 1:00 p.m. at the Government Center, 201 1st Street NE, in Austin, Minnesota.

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

The meeting was opened with the Pledge of Allegiance.

County Administrator/Board Clerk Trish Harren Gjersvik called for nominations for Chair. Commissioner Ankeny nominated Commissioner Glynn for chair. The Board Clerk called for further nominations two additional times. Hearing no further nominations the Administrator asked for a second to Commissioner Ankeny's nomination. Motion seconded by Commissioner Reinartz to cast a unanimous ballot for Commissioner Glynn for Board Chair. Motion carried.

Chair Glynn called for nominations for Vice-Chair. Commissioner Ankeny nominated Commissioner Sparks for Vice-Chair. The Chair called for further nominations two additional times. Hearing no further nominations the Chair asked for a second to Commissioner Ankeny's nomination designating Commissioner Sparks as the Board Vice-Chair. Motion seconded by Commissioner Reinartz. Motion carried.

The Board discussed the proposed 2025 Committee Appointments (including all Association of Minnesota Counties Policy Committee Assignments) as designated by the Chair and requested that the Chair appoint members to three additional committees of Wellness, Workplace Culture/Belong, and the Comprehensive Plan 2045 (ad hoc).

Motion made by Commissioner Mueller, seconded by Commissioner Sparks, to accept the following 2025 Committee Assignments set by the chair:

<u>Committee</u>	<u>Commissioner(s)</u>
Buildings & Grounds	Ankeny / Mueller
Comprehensive Plan 2045 (<i>ad hoc</i>)	Mueller / Sparks (alt)
Emergency Operations (<i>as needed</i>)	Chair Glynn
Finance & Audit	Glynn / Mueller
Land Use Committee	Reinartz / Sparks
Personnel	Ankeny / Sparks
Planning Commission	Mueller / Reinartz (Alt)
Safety Committee	Glynn
Solid Waste	Ankeny / Mueller
Wellness Committee	Glynn
Workplace Culture Committee / Belong Committee	Mueller

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Committee	Commissioner(s)
Accelerating Austin	Ankeny
Austin Library Board (ex-officio)	Sparks
Austin Mower County Homeownership Fund Board	Reinartz / Ankeny
Cannabis Committee	Ankeny / Glynn (alt)
City/County Joint Meeting (quarterly meeting)	Glynn / Ankeny
Community Health Services Advisory Committee	Reinartz / Sparks (alt)
County Extension	Ankeny / Mueller
Fair Board (no vote)	Mueller / Ankeny (alt)
Historical Society	Reinartz
Impact Austin Committee	Sparks
Interstate Trail Committee	Glynn
Law Library	Glynn
Law Enforcement Center Commission	Ankeny / Mueller
Minnesota Rural Counties (MRC)	Sparks
Mower County Collaborative / Family Connections	Sparks / Reinartz
Mower County Senior Center	Reinartz
One Watershed / One Plan – Cedar River & Root River	Glynn
Rural Minnesota Energy Board	Sparks / Mueller (alt)
SCHSAC Statewide Community Health Services Advisory Committee (ex-officio)	Reinartz / Sparks (alt)
SE MN Emergency Communications Joint Powers Board	Mueller / Ankeny (alt)
SE MN Emergency Medical Services Joint Powers Board (SE EMS)	Glynn / Mueller (alt)
SEMCAC Southeast Minnesota Citizens Action Council, Inc.	Glynn
SEMREX Joint Powers Board	Ankeny
School/County Joint Meeting	All
Siebel Visitation Center Advisory Board	Mueller
SMART Southern Mn Assn of Regional Trail Advisory Committee	Sparks / Glynn (alt)
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	Gjersvik

Motion carried. The information is also available on the Mower County website at <https://www.co.mower.mn.us/DocumentCenter/View/4661/2025-Committee-Appointments-of-the-County-Board> or at the offices of County Administration.

Motion made by Commissioner Sparks, seconded by Commissioner Ankeny, to approve the agenda with the addition of 1) motion to approve Fairgrounds Minor Repair Fund Allocations. Motion carried.

Michael Harvey took the County Assessor Oath of Office.

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

Vendor Name	Amount	Vendor Name	Amount
Advanced Correctional Healthcare, Inc	80,756.34	Kamphoff/Cindra	5,000.00

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

Association Of Minnesota Counties	28,712.00	Minnesota Counties Computer Cooperativ	120,648.02
Baudoin Oil Company	19,415.68	Minnesota Counties Intergov'tal Trust	784,118.00
CDW Government	3,019.08	Phoenix Supply	3,367.65
CivicPlus, LLC	10,684.80	Rohl Electric and Services LLC	12,029.95
Computer Information Systems Inc	66,226.68	Ziegler, Inc	2,242.12
Featherlite Graphics	2,057.94	36 Payments less than 2000	18,391.48
Freshworks Inc	7,342.33	Final Total:	1,164,012.07

Motion carried.

Date: January 7, 2025

Res. #01-25

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 January 7, 2025 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: monthly recurring building services expenses (garbage, pest control, utilities, elevator, cleaning services, etc.); telephone; internet; court required payments; MN DHS state payments; 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; payroll deductions; credit card payments; check reissues; refunds to citizens for fees paid in error.

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;

BE IT FURTHER RESOLVED, that the auditor warrant file and electronic fund transfer payments be available for inspection on a monthly basis in the Finance office.

Passed and approved this 7th day of January, 2025.

Date: January 7, 2025

Res. #02-25

RESOLUTION

On motion of Commissioner Sparks, seconded by Commissioner Reinartz, the following Resolution was passed and adopted by the Mower County Board of

Commissioners at a meeting held January 7, 2025 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 2025:

First Farmers & Merchants Bank
US Bank
Alerus Financial Corporation
Mower County Employees Credit Union
Minnesota Association of Government Investing for Counties /PFM Asset Management LLC
UBS
Moreton Capital Markets LLC
First National Bank

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 2025.

Passed and approved this 7th day of January, 2025.

Motion made by Commissioner Ankeny, seconded by Commissioner Sparks, to approve the annual Electronic Funds Transfer Policy for 2025. Policy on file in the office of County Administration. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Reinartz, to allocate the fairgrounds minor repair fund as follows for 2025 and to authorize full distribution of the 2025 amounts.

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

Motion carried.

Date: January 7, 2025

Res. #03-25

RESOLUTION

On motion of Commissioner Sparks, seconded by Commissioner Ankeny, the following Resolution was unanimously passed and adopted at a meeting held January 7, 2025 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 2025: Commissioner Jerry Reinartz, Commissioner Polly Glynn, Commissioner John Mueller, Commissioner Dan Sparks, Commissioner Mike Ankeny, Chief Deputy County Administrator Matthew Verdick, Deputy County Administrator Valerie Sheedy, and Angela Lipelt.

Passed and approved this 7th day of January, 2025.

Date: January 7, 2025

Res. #04-25

RESOLUTION

On motion of Commissioner Mueller, seconded by Commissioner Reinartz, the following Resolution was unanimously passed and adopted by the Mower County Board of Commissioners at a meeting held January 7, 2025 at the Government Center, Austin, Minnesota.

WHEREAS Minnesota Statutes 375.12 requires board meeting proceedings be published in a qualified newspaper of general circulation in the county; and

WHEREAS Minnesota Statutes 331A.01 requires counties publish every notice required or authorized by law or by order of a court in a qualified newspaper; and

WHEREAS Minnesota Statutes 375.12 requires that counties call for bids and award a contract to the lowest qualified bidder, at the first regular session of the board in January each year; and

WHEREAS Mower County has called for bids for the 2025 qualified legal newspaper.

BE IT RESOLVED, that the "*Austin Daily Herald*," a bi-weekly newspaper, be awarded as the official county newspaper with a quote of \$5.64 per column inch and an average general printed circulation of approximately 1,663 in which the notice and list of real estate remaining delinquent on the first business day in January 2025, the 2024 Financial Statement, the proceedings of the County Board of said County for the year 2025 and all other official notices shall be published.

BE IT FURTHER RESOLVED, that the "*Mower County Independent*," a weekly newspaper, be awarded as the secondary county newspaper with a quote of \$5.50 per column inch and a general circulation of approximately 1,520.

BE IT FURTHER RESOLVED that the Board has determined it to be in the best interest of the constituents of Mower County and has directed that the publication of the proceedings of the County Board of said County for the year 2025 including the annual meeting, the County Board of Equalization, the 2024 Financial Statement, and all other official notices shall also be published in the secondary county newspaper, the *Mower County Independent*.

Passed and approved this 7th day of January, 2025.

Motion made by Commissioner Ankeny, seconded by Commissioner Sparks, to set the 2025 meal reimbursement rates with an increase in the dinner reimbursement from \$25 to \$30 and the Breakfast and Lunch reimbursements will remain the same as in 2024:

Breakfast	Lunch	Dinner
\$15	\$20	\$30

Motion carried.

Motion made by Commissioner Reinartz, seconded by Commissioner Mueller, to set the County Board of Appeal and Equalization meeting for June 17, 2025 at 6:30 p.m. in the County Board Room. Motion carried.

Motion made by Commissioner Ankeny, seconded by Commissioner Sparks, to approve the 2025 Board meeting schedule with a scheduled full board work session on the first Tuesday of the month at 1:00 p.m. and regular business meetings on the second and fourth Tuesdays of the month at 9:00 a.m. all subject to change to accommodate holidays, other conflicts or to ensure a quorum. (*December meetings differ from the normal schedule.*) Motion carried. The 2025 Board Meeting Calendar that reflects the Board meeting dates and Association of Minnesota meetings can be found on the county website at <https://www.co.mower.mn.us/DocumentCenter/View/4660/2025-Calendar-for-County-Board-Meeting-Schedule> or a copy can be obtained from County Administration.

Mower SWCD Water Plan & Outreach Coordinator Tim Ruzek presented to the Board his recommendations for the 2025 Aquatic Invasive Species budget.

Date: January 7, 2025

Res. #05-25

RESOLUTION

On motion of Commissioner Mueller, seconded by Commissioner Ankeny, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held January 7, 2025, at the Government Center, Austin, Minnesota.

WHEREAS, 2014 Session Law Chapter 308 enacted by the Legislature provides Minnesota counties a County Program Aid grant for Aquatic Invasive Species (AIS) prevention. The amount designated for each county is based on the number of watercraft trailer launches as well as the number of watercraft trailer parking spaces within each county; and

WHEREAS, the legislation requires that Mower County must establish, by resolution or through adoption of a plan, guidelines for the use of the proceeds which are to prevent the introduction or limit the spread of aquatic invasive species at all access sites within the county; and

WHEREAS, the County may appropriate the proceeds directly or may use any portion of the proceeds to provide funding for a joint powers board or cooperative agreement with another political subdivision, a soil and water conservation district in the county, a watershed district in the county, or a lake association located in the county. Any money appropriated by the county to a different entity or political subdivision must be used as required under this section; and

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

WHEREAS, the County utilizes the 2014 AIS Prevention Aid Funds and sequential years as intended and described by state statute; and

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of Mower County adopt the following 2025 Aquatic Invasive Species work plan and budget using 2025 County Program Aid AIS funds and, if necessary, designated AIS reserves from prior year AIS allocations:

- | | |
|---|---------|
| 1. AIS Awareness / Prevention advertising in various media and at events (<i>i.e. annual Kids Fishing Contest for Freedom Fest; annual Fishing for a Cure ice fishing contest for Paint the Town Pink; ad Discover Austin's visitors guide</i>) | \$5,000 |
| 2. Canoemobile programming with land- and water-based AIS education for 4 th -6 th graders from Mower County public and private school districts and two out-of-county school districts that serve Mower County residents | \$6,050 |
| 3. Mower SWCD staff time performing AIS-related work. | \$1,000 |

2025 Adopted Work Plan and Budget	\$12,050
--	-----------------

Passed and approved this 7th day of January, 2025.

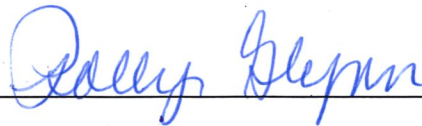
Short Elliot Hendrickson representative(s) Bria Grace and Nate Day appeared remotely before the Board to provide an update on the Comprehensive Plan process. There are three phases in the process: Discover and Excite; Plan & Review; and Refine and Adopt. Currently the focus is on planning and review and there is an Open House scheduled for January 15 and the commissioners and the public are encouraged to come and provide additional feedback as the new plan is developed. The key themes are to encourage economic development and business growth, improve public facilities, services and infrastructure, improve a sense of safety and quality of life opportunities.

Under Committee Reports Commissioner Mueller reported he would be attending a Planning Commission meeting and a fair board meeting later this same day (1/7) as well as a building committee meeting that started this morning and will reconvene following the Board meeting. Commissioner Ankeny reported that he is also attending the Building Committee meeting. No additional reports were received.

The Chair adjourned the meeting at 1:54 p.m. The next meeting is scheduled for January 14, 2025 at 9:00 a.m.

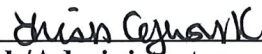
THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____



Chairperson

Attest:

By: 
Clerk/Administrator