

REGULAR SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

March 25, 2025

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Regular Session March 25, 2025 at 9:00 a.m. at the Government Center in Austin, Minnesota.

All members present, viz: Chair Polly Glynn, Vice-Chair Dan Sparks, Jerry Reinartz, Mike Ankeny (remotely) 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.

Motion made by Commissioner Sparks, seconded by Commissioner Reinartz, to approve the agenda. The Commissioners voted as follows: Commissioner Ankeny aye; Commissioner Reinartz aye; Commissioner Sparks aye; Commissioner Mueller aye; Commissioner Glynn aye. Motion carried 5-0.

Motion made by Commissioner Mueller, seconded by Commissioner Reinartz, to approve the consent agenda as presented:

1. Approve Minutes of March 11, 2025;
2. Acknowledge Receipt of Electronic Fund Transfer Payment Reports
3. Appoint Joe Sheely as a Board Manager on the Cedar River Watershed District Board for a 3-year term effective 5/1/25 – 4/30/28
4. Approve list of surplus property in the Detention Center for auction, donation and/or disposal:

Quantity	Item
78 each	Inmate mattresses – to Humane Society for pet bedding
4 each	Broken inmate totes – dispose
21 each	Broken inmate chairs – dispose
4 cases	Ecolab solid Power XL – sale to Chippewa County Jail

5. Approve Joint Powers Agreements for Cannabis regulation with Racine and Red Rock Townships

The Commissioners voted as follows: Commissioner Ankeny aye; Commissioner Reinartz aye; Commissioner Sparks aye; Commissioner Mueller aye; Commissioner Glynn aye. Motion carried 5-0.

Public Health Planner/Educator Jane Knutson provided an overview of the current Women, Infants & Children (WIC) program and Public Health Nurse Jennifer Duholm provided information regarding the Vaccine Quality Improvement Project / Minnesota Vaccines For Children (MVFC).

Ms. Knutson reported that the WIC program was established in 1974 and to provide education and counseling along with nutritious foods and health & social service referrals for pregnant and nursing women and children ages 1-5. Currently Mower County averages 1,154 participants that are issued benefits per month. In 2024 the total redemption of

benefits was \$1,010,528.01. These funds are for food only and the money is spent at WIC approved grocery stores. For every federal dollar in WIC there is a \$2.48 return in healthcare savings. Ms. Duholm reported that there have been recent process improvements related to the vaccination program including scheduling, clinic process, staffing and community networking.

Soil & Water Conservation District Manager Cody Fox and Water Plan & Outreach Coordinator Tim Ruzek provided the Board with the Soil & Water Conservation District 2024 Annual Report and the Cedar River Watershed District 2024 Annual Report. Featured highlights included Dobbins Creek stream restoration; changes in farming practices such as No Till vs. Strip Till and cover crops; tree removal (Ash) and replacement to continue to provide necessary tree line wind breaks; and well sealing and the availability of well-testing.

Fiscal Services Supervisor Trisha Blaser presented Health & Human Services accounts payable for approval in the amount of \$223,846.35 noting expected reimbursement is \$135,103.53.

Motion made by Commissioner Reinartz, seconded by Commissioner Sparks, to approve the Health & Human Services accounts payable totaling \$223,846.35. The Commissioners voted as follows: Commissioner Ankeny aye; Commissioner Reinartz aye; Commissioner Sparks aye; Commissioner Mueller aye; Commissioner Glynn aye. Motion carried 5-0.

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

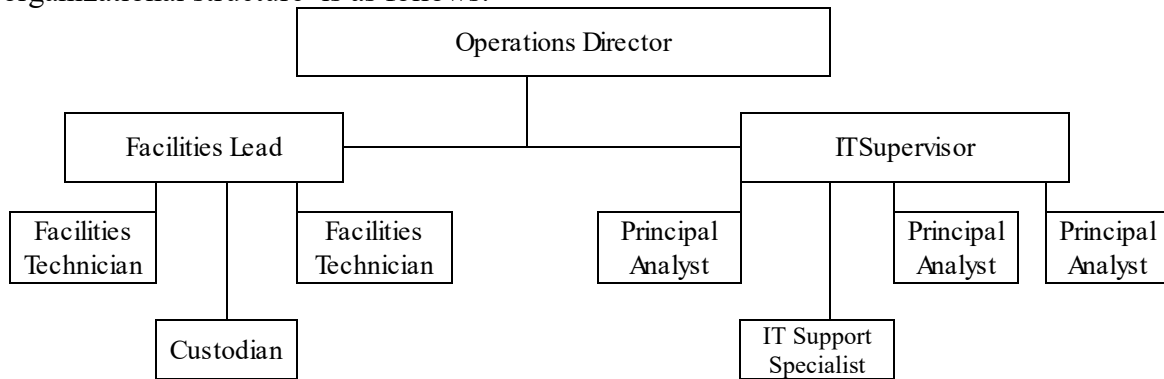
<u>Vendor Name</u>	<u>Amount</u>	<u>Vendor Name</u>	<u>Amount</u>
Absolute Software	24,750.00	Mayo Clinic Ambulance Services	3,353.50
Advanced Correctional Healthcare, Inc	6,235.46	MCHS SE Minnesota	12,799.80
Andersen, Inc./Earl F.	3,941.95	Merit Contracting Inc	3,379.12
Austin Community Charitable Fund	15,007.31	Minnesota Counties Intergov'tal Trust	10,000.00
Baudoin Oil Company	19,992.03	MN Department Of Corrections	16,800.00
Cedar Valley Services, Inc	39,844.27	Olmsted County Community Services	4,000.00
Debtbook	10,700.00	Red Cedar Consulting, LLC	9,917.08
Erickson Engineering Co., LLC	8,983.00	Rohl Electric and Services LLC	6,097.86
Everett Law, L.L.C.	3,795.00	SGTS Inc	42,118.89
Falkstone LLC	27,864.36	Sheriff Houston County	15,104.17
Fjetland/Tara	3,108.42	STAR Services, Inc.	3,200.00
Institute for Environmental Assessment	6,827.10	Thomson Reuters-West Payment Center	3,379.10
Jones Haugh & Smith Inc	11,550.00	Village Ranch Inc	7,607.32
Joseph Company, Inc/The	4,900.00	66 Payments less than 2000	26,947.87
Language Line Services	2,010.37		
		Final Total:	354,213.98

The Commissioners voted as follows: Commissioner Ankeny aye; Commissioner Reinartz aye; Commissioner Sparks aye; Commissioner Mueller aye; Commissioner Glynn aye. Motion carried 5-0.

Human Resources Director Kris Kohn presented two related action items for the Board review and approval. Both items were presented to the Personnel Committee and recommended for placement on the regular Board agenda for review. The first item is to

reorganize Facilities & IT and if approved reallocation / reclassifications of several IT positions.

Motion made by Commissioner Ankeny, seconded by Commissioner Sparks, to approve reorganizing the two departments of Facilities & IT effective March 25, 2025 into one department of Operations under an Operations Director that will oversee both Facilities and IT functions in the key areas of personnel management, budget oversight and inter-department collaboration; eliminating the position of IT Director and reclassifying an IT position to an IT Supervisor to be responsible for technology equipment recommendations and procurement, project assignment, staff oversight and large-scale project coordination. The new combined department will have a total of 10 FTEs instead of 11. The new organizational structure is as follows:



The Commissioners voted as follows: Commissioner Ankeny aye; Commissioner Reinartz aye; Commissioner Sparks aye; Commissioner Mueller aye; Commissioner Glynn aye. Motion carried 5-0.

Motion made by Commissioner Sparks, seconded by Commissioner Reinartz, to reallocate/reclassify the following positions due to the approved reorganization of IT *(to 5 FTEs)* with the Facilities Department into an Operations Department effective March 25, 2025:

Current		Change	
Facilities Director	C52	Operations Director	D62
IT Director	D62	<i>Eliminated</i>	
		IT Supervisor <i>(new promotional position for one of the Principal IT Analysts)</i>	C52
Infrastructure Architect	C41	Principal IT Analyst	C41
Infrastructure Architect	C41	Principal IT Analyst	C41
Systems Administrator	B24	Principal IT Analyst	C41
Law Enforcement Technology Specialist	B24	Principal IT Analyst	C41
IT Support Specialist	B24	<i>No Change: IT Support Specialist</i>	B24

The Commissioners voted as follows: Commissioner Ankeny aye; Commissioner Reinartz aye; Commissioner Sparks aye; Commissioner Mueller aye; Commissioner Glynn aye. Motion carried 5-0.

Under Committee Reports Commissioner Reinartz reported that he attended the following meetings: 3/18 the Mower County Collaborative Committee; 3/19 Mower County Strategic Planning; 3/20 Township Assoc Meeting; and 3/21 the Senior Center meeting. Commissioner Sparks reported that he attended the following meetings: 3/4 Mower County

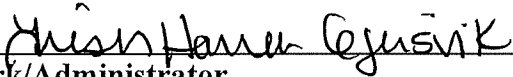
Strategic Planning and 3/7 Personnel Committee meeting. Commissioner Mueller reported that he attended the following meetings: 3/14 SEMN Communications Board Ad Hoc Committee regarding a new fiscal agent; 3/18 Finance Committee and Extension Committee; 3/19 an MCIT Virtual Open Meeting Law Training; and 3/20 Township Assoc meeting. Commissioner Ankeny reported he attended the Personnel Committee meeting on 3/7. Commissioner Glynn reported that she attended the following meetings: 3/13 the SEMN EMS meeting and the SWCD meeting; 3/18 Finance Committee and 3/20 Township Association meeting. She also reported that prior to today's board meeting she assisted the Wellness Committee in assembling nutritious snacks for distribution to departments.

The Chair adjourned the meeting at 10:21 a.m. The next meeting is a Work Session scheduled for April 1, 2025 at 1:00 p.m.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: 
Chairperson

Attest:

By: 
Clerk/Administrator