

SPECIAL SESSION OF THE MOWER COUNTY  
BOARD OF COMMISSIONERS

December 12, 2006

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session December 12, 2006 at 8:30 a.m. at the Courthouse in Austin, Minnesota.

All members present, viz: David Hillier, Chair  
Dick Lang  
Garry E. Ellingson  
Richard Cummings  
Raymond Tucker  
Craig Oscarson, County Coordinator

**GENERAL:**

Commissioner Cummings moved and Commissioner Tucker seconded to approve local recertification of Independent Management Services to provide Adult Rehabilitative Mental Health Services, (ARMHS) in Mower County, effective 1/1/07. Motion carried.

Commissioner Lang moved and Commissioner Cummings seconded to approve an application to the Minnesota Department of Human Services in the amount of \$12,538.00 to provide the SELF (Support for Emancipation and Living Functionally) program to 15 youth in 2007. Motion carried.

Commissioner Tucker moved and Commissioner Lang seconded to authorize the Chair and the Director to sign the following Purchase of Service Agreements:

- a. AMCAT – renew contract for Transportation Services, effective January 1, 2007 to December 31, 2007.
- b. Sherry Bibus – renew contract for Day Care Licensing, effective January 1, 2007 to December 31, 2007.
- c. Cedar House, Inc. – renew contract for Home and Community Based Services, effective January 1, 2007 to December 31, 2007.
- d. Gary Corcoran – renew contract for Mental Health, Case Management & Outreach Services, effective January 1, 2007 to December 31, 2007.
- e. Mower Council for the Handicapped – renew contract for Case Management Services, effective January 1, 2007 to December 31, 2007.

- f. Parenting Resource Center, Inc. – renew contract for Administrative Services, effective January 1, 2007 to December 31, 2007
- g. Pamela Retterath – renew contract for Case Management Services, effective January 1, 2007 to December 31, 2007.
- h. Wapiti Meadows Community Technologies & Services – approve amendment to extend contract for Mental Health CTSS Services, effective January 1, 2007 to December 31, 2007.
- i. John & Susan Wittkopp – renew contract for Court Related Services, effective January 1, 2007 to December 31, 2007.

Motion carried.

Commissioner Ellingson moved and Commissioner Cummings seconded to approve the destruction of designated Agency files in accordance with DHS Rules and Regulations. All previously approved files have been destroyed. Motion carried.

**SOCIAL SERVICE ACTIONS:**

Commissioner Ellingson moved and Commissioner Lang seconded to approve the Social Service Actions. Motion carried.

**INCOME MAINTENANCE ACTIONS:**

Commissioner Cummings moved and Commissioner Tucker seconded to approve the Income Maintenance Actions. Motion carried.

Jim Gebhardt, Chair of the Mower County Soil and Water District, and Bev Nordby appeared before the Board to thank Commissioner Ellingson for his regular attendance at SWCD board meetings. Mr. Gebhardt requested that the Mower County Board consider this as an ongoing item and make this a committee assignment. In addition, Ms. Nordby provided a short update on Clean Water Legacy funding, completion of two large feedlot improvement projects and the upcoming hearing on the proposed Cedar River Watershed District.

The Personnel Committee notified the Board that contract negotiations with four bargaining units has begun.

In other committee reports, it was noted that the Christmas in the County program at the Historical Society was well attended.

Motion by Commissioner Ellingson, seconded by Commissioner Tucker to approve the following bi-monthly bills for payment:

GENERAL FUND			
AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
1629.39	ADAMS DRUG	6720.00	AERO-METRIC INC
259.50	ALBERT LEA TRIBUNE	145.00	AMERICAN TRANSLATORS ASSOCIATI

**COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA**

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350.00 ASSOCIATION OF MINN COUNTIES	691.18 AUSTIN FORD LINCOLN-MERCURY
3083.40 AUSTIN MEDICAL CENTER ATTN: CAS	286.31 AUSTIN NEWSPAPERS, INC
1562.20 AUSTIN SCHOOL DIST 492	305.00 BAUDLER TRUST ACCOUNT
109.64 BIG K 3578	425.75 BUDGET OIL CO
3258.50 CARDINAL HEALTH	3600.00 ROGER CARTEN PHD
1851.97 CHILDREN'S HOSPITALS & CLINICS	303.54 CRAGUN'S
4070.00 DELOITTE CONSULTING LLP	638.52 DIAMOND RIDGE PRINTING
39857.10 ELECTION SYSTEMS & SOFTWARE, I	153.29 EMERGENCY AUTOMOTIVE TECHNOLOGY
2597.23 FEATHERLITE GRAPHICS INC	178.61 FOX ELECTRIC COMPANY, INC
115.97 GALLS INC.	270.68 MIGUEL GARATE
258.42 GLAXOSMITHKLINE	1324.65 HANSON TIRE OF AUSTIN INC
108.00 CAMPOS HERRERA	486.56 HYVEE
750.78 IKON OFFICE SOLUTIONS	328.59 J & K WINONA
694.13 JAKOBSON DRUG & HALLMARK SHOP	26393.75 JONES, HAUGH & SMITH, INC.
114.00 RAQUEL KAHLE	136.32 LASER PRODUCT TECHNOLOGIES INC
128.66 LEXISNEXIS MATTHEW BENDER	240.00 MACO, COUNTY OFFICERS
1200.00 MARSTON CONSULTING GROUP, LLC	157.20 METRO SALES, INC.
138.42 MIDTOWN AUTO CLINIC	2611.10 MINNESOTA COUNTIES COMPUTER CO
2860.00 MINNESOTA SHERIFF ASSOCIATION	965.00 MN OFFICE OF ENTERPRISE TECHNO
105.00 NAJIT	547.57 NORTHLAND BUSINESS SYSTEMS
3101.50 PARAGON PRINTING & MAILING INC	401.40 POST BULLETIN COMPANY
160.00 POSTMASTER	1195.02 SCHILLING SUPPLY COMPANY
1033.05 SERVICEMASTER CLEAN	135.00 SHERIFF FREEBORN COUNTY
23600.00 SHERIFF MITCHELL COUNTY	133.89 SHOPKO PHARMACY
165.04 STAPLES CREDIT PLAN	113.30 STERLING STATE BANK
182.58 UNIFORMS UNLIMITED INC	532.44 VACUUM CENTERS OF AUSTIN
229.33 PAMELA VAUGHN	105.60 KEITH VOORHEES
149.65 PAUL WAHLSTROM	554.16 WASTE MANAGEMENT OF SO MINNESO
143.77 WELLS FARGO FINANCIAL LEASING	7667.02 WEST GROUP
34 PAYMENTS LESS THAN \$100	1,552.53
GENERAL FUND	\$153,166.21 * TOTAL

ROAD & BRIDGE FUND

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
939.33	ABOVE ALL CLEANING, INC	311.03	BOYER TRUCK PARTS
1270.55	CATCO PARTS AND SERVICE	460.78	CONTINENTAL RESEARCH CORP.
421.74	CRETEX CONCRETE PRODUCTS NORTH	2294.56	CROSSROADS TRAILER SALES & SER
531.97	DEXTER LP, INC	9005.00	ERICKSON ENGINEERING
153.10	GILLUND ENTERPRISES	3984.52	HANSON TIRE SERVICE INC.
152.08	HARPER BRUSH WORKS	453.42	INTERSTATE BATTERY SYSTEMS OF
258.44	J & K WINONA	5965.00	JONES, HAUGH & SMITH, INC.
259.30	LAWSON PRODUCTS, INC	129.29	LEEF BROS., INC.
366.02	LITTLE FALLS MACHINE, INC.	407.88	MENARDS - ROCHESTER SOUTH
135.72	METAL CULVERTS, INC.	171.68	MIDWEST DIESEL SALES & SERVICE
7915.00	MINNOWA CONSTRUCTION, INC.	137.79	MISSISSIPPI WELDERS SUPPLY CO.
405.00	MN PIE	205.00	M.J. O'CONNOR, INC.
2883.00	OFFICE OF STATE AUDITOR	1250.00	OSMUNDSON BROS. CONTRACTORS, I
312.81	PETROBLEND CORP.	120.97	PRINSCO, INC.
246.27	PROLINE DIST., INC	260.76	REED BUSINESS INFORMATION
1349.93	RONCO ENGINEERING SALES, INC.	2054.81	SCHAEFFER MFG CO.
121.38	STAPLES CREDIT PLAN	179.32	DAVE SYVERSON FORD
132.91	ULLAND BROTHERS, INC.	846.75	ZACK'S, INC.
12 PAYMENTS LESS THAN \$100		530.73	
ROAD & BRIDGE FUND		\$46,623.84	* TOTAL

SOLID WASTE/RECYCLING FUND

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
375.00	WALLACE BUSTAD	478.30	WASTE MANAGEMENT OF SO MINNESO
4 PAYMENTS LESS THAN \$100		141.45	
SOLID WASTE/RECYCLING FUND		\$994.75	* TOTAL

FAMILY CONNECTIONS

AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
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1 PAYMENTS LESS THAN \$100	10.58		
FAMILY CONNECTIONS	\$10.58	* TOTAL	
TAX COLLECTIONS FUND			
AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
207.67	ALTON NELSON		
0 PAYMENTS LESS THAN \$100	.00		
TAX COLLECTIONS FUND	\$207.67	* TOTAL	
****	FINAL TOTAL.....	\$201,003.05	****

Motion carried.

**Date: December 12, 2006**

**Res. #82-06**

**RESOLUTION**

On motion of Commissioner Tucker, seconded by Commissioner Ellingson, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 12, 2006 at the Courthouse, Austin, Minnesota.

**BE IT RESOLVED** that Lease No. 11558 and No. LI-171 between Mower County and the State of Minnesota Department of Administration in regard to the Elkton radio tower and associated equipment and land is approved.

**BE IT FURTHER RESOLVED** that the Chair and County Coordinator are authorized to sign Lease No. 11559 and Lease No. LI-171.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

By: \_\_\_\_\_  
**Chairperson**

By: \_\_\_\_\_  
**Clerk/Coordinator**

**Date: December 12, 2006**

**Res. #83-06**

**RESOLUTION**

On motion of Commissioner Cummings, seconded by Commissioner Ellingson, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held December 12, 2006 at the Courthouse, Austin, Minnesota.

**WHEREAS**, on September 12, 2006 the Mower County Board of Commissioners adopted a preliminary tax levy and set meeting dates for public hearings on said levy and County Budget,

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

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**WHEREAS**, on December 7, 2006, a public Truth in Taxation hearing was held with formal action to be taken on December 12, 2006,

**WHEREAS**, on December 12, 2006, the 2007 net property tax levy was set at \$11,576,847.00,

**THEREFORE BE IT RESOLVED** that the 2007 Departmental expenditure budgets which were used as the basis for the property tax levy certification and as approved by the County Finance Committee are hereby formally adopted and that the 2007 budget for the County is as follows:

**EXPENSES**

<b>General Government</b>	
Board of Commissioners	267,272
Courts	78,821
Administration	462,956
County Auditor/Treasurer	346,181
County Assessor	437,126
Elections	61,906
Data Processing	453,840
Interpreting	114,198
Attorney	622,625
Law Library	71,785
Recorder	220,477
Planning & Zoning	142,747
AMCAT	50,178
Buildings & Plant	537,302
Veterans Service Officer	124,975
GIS	40,000
Accounting & Auditing	88,100
Central Services	92,563
<b>Total General Government</b>	<b>4,213,052</b>

<b>Public Safety</b>	
Sheriff	2,226,358
E-9-1-1	814,534
Sentence to Serve	34,000
Coroner	47,300
County Jail	1,441,669
Community Corrections	776,085
Civil Defense	41,017
Law Enforcement Center	675,994
Canteen	15,100
Other	45,802
<b>Total Public Safety</b>	<b>6,117,859</b>

<b>Health</b>	
Community Health Services	42,211

**REVENUES**

<b>Revenues- General Government</b>	
Tax Levy	6,467,504
State Formula Aid	1,466,840
Del Tax & Penalties, Mortgage Tax	63,000
Special Assessments	81,992
License/Permits	74,820
Intergovernmental	1,440,598
Charges For Services	1,878,994
Fines & Forfeits	51,000
Investment Income	953,652
Miscellaneous	310,800
Net Use of Reserves	586,949
<b>Total General Government</b>	<b>13,376,149</b>

<b>Highways &amp; Streets</b>	
Tax Levy	2,165,641
State Formula Aid	442,070
Intergovernmental	3,904,132
Permits	9,500
Charges For Services	237,500
Miscellaneous	6,500
<b>Total Highway &amp; Streets</b>	<b>6,765,343</b>

<b>Human Services</b>	
Tax Levy	2,173,641
State Formula Aid	416,589
Intergovernmental	4,427,679
Charges For Services	241,543
Miscellaneous	376,700
<b>Total Human Services</b>	<b>7,636,152</b>

<b>Sanitation</b>	
Special Assessments	278,723
Intergovernmental	97,000
Charges For Services & License	181,900
<b>Total Sanitation</b>	<b>557,623</b>

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Nursing Service	824,445
Womens, Infant & Children	201,668
Health Officer	1,355
Maternal & Child Health	57,068
Environmental Health	163,208
Disease Prevention	174,838
Family Health	145,192
<b>Total Health</b>	<b>1,609,985</b>

<b>Culture &amp; Recreation</b>	
Historical Society	32,000
Senior Citizens	43,000
CHORE	36,000
Other	25,950
<b>Total Culture &amp; Recreation</b>	<b>136,950</b>

<b>Conservation of Natural Resources</b>	
Cooperative Extension	149,185
Soil & Water Conservation	148,951
Feedlot	56,749
Agricultural Inspector	17,480
Agricultural Society	45,414
Water Planning	42,300
<b>Total Conservation of Natural Resources</b>	<b>460,079</b>

<b>Economic Development</b>	
Development Corporation	31,800
<b>Total Economic Development</b>	<b>31,800</b>

<b>Unallocated</b>	
Insurance	498,090
Contingency	279,465
Other	28,869
<b>Total Unallocated</b>	<b>806,424</b>

<b>Total General Revenue Fund</b>	<b>13,376,149</b>
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<b>Highways &amp; Streets</b>	
Administration	451,968
Maintenance	2,641,514
Construction	2,785,943
Equipment Maintenance & Shop	717,741
Building & Grounds	168,177
<b>Total Highways &amp; Streets</b>	<b>6,765,343</b>

<b>Human Services</b>	
Income Maintenance	2,664,544

<b>Ditch</b>	
Special Assessments	
Interest	
Use of Reserves	
<b>Total Ditch Funds</b>	<b>0</b>

<b>Library</b>	
Tax Levy	242,231
<b>Total</b>	<b>242,231</b>

<b>Building Maintenance Fund</b>	
Tax Levy	527,830
Use of Reserves	100,000
<b>Total Building Maintenance</b>	<b>627,830</b>

<b>Sewer Loan</b>	
<b>Revenue</b>	
Interest	10,000
Special Assessments - Princ	170,000
<b>Total Revenue</b>	<b>180,000</b>
<b>Total County Revenues</b>	<b>29,385,328</b>

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

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Social Services	4,971,608
<b>Total Human Services</b>	<b>7,636,152</b>

<b>Sanitation</b>	
Addition to Reserves	9,420
Solid Waste	548,203
<b>Total Sanitation</b>	<b>557,623</b>

<b>Building Maintenance Fund</b>	
Countywide Projects/Maintenance	135,000
Fairgrounds	332,830
Justice Center Fees	60,000
Use of Reserves	100,000
<b>Total Building Fund</b>	<b>627,830</b>

<b>Regional Library</b>	<b>242,231</b>
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<b>Ditch</b>	
Conservation of Natural Resources	

<b>Sewer Loan</b>	
Contracted Services	<b>180,000</b>
<b>Total County Expenses</b>	<b>29,385,328</b>

**IT IS FURTHER RESOLVED:**

1. Departmental expenditures, except Personnel items, shall not exceed the approved budget. To provide flexibility to the department, the Budget Officer shall be authorized to amend line item budgets within a department, exclusive of personnel items, provided the total approved budget remains unchanged. All other budget amendments shall require County Board approval.
  
2. Personnel line items are based on position authorization listings and estimates of staffing needs developed during the budget preparation process. Any changes in payroll shall be subject to County Board approval through one of the following actions:
  - i. General salary adjustments authorized by the County Board;
  - ii. Salary adjustments pursuant to union contract provisions or statutory requirements;
  - iii. Specific authorization to fill a vacancy, add a new position or change a position classification.

3. Expenditure of funds budgeted shall be subject to applicable statutory procedures requiring proposals or bidding and any proposed expenditure in excess of \$25,000 shall be subject to prior approval of the County Board.
4. Department heads shall be responsible for maintaining sufficient internal departmental expenditure and receipt records to conform to requirements of this budget policy.

Passed and approved this 12<sup>th</sup> day of December, 2006.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

By: \_\_\_\_\_  
Chairperson

By: \_\_\_\_\_  
Clerk/Coordinator

Motion by Commissioner Ellingson, seconded by Commissioner Lang to adjourn the meeting at 11:15 a.m. until December 26, 2006 at 8:30 a.m. Motion carried.

**THE MOWER COUNTY BOARD OF COMMISSIONERS**

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

**Attest:**

By: \_\_\_\_\_  
Clerk/Coordinator

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