



Hennepin County (Minn.).
Board of County
Commissioners.
Journals

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Minneapolis, Minnesota

Tuesday, December 17, 1963

The Board of County Commissioners of the County of Hennepin, Minnesota, met in the Court House in the City of Minneapolis, at ten o'clock A.M., pursuant to adjournment.

All members were present.

The meeting was called to order by Richard O. Hanson, Chairman.

Report of Public Examiner on the financial affairs of the Village of Richfield for the year ended December 31, 1962, was ordered filed.

A Board of Audit Report No. 4 was ordered published and filed.

A monthly report from George G. Roadfeldt, County Agricultural Agent, was ordered filed.

A report from the Twin Cities Metropolitan Planning Commission on the Quarterly Commission Meeting Minutes, held at the Twins Motor Hotel, St. Paul, June 5, 1963, was ordered filed.

A letter from John P. Skeate, Business Representative, Teamster's Union, Local No. 664, re classification of ambulance drivers was referred to the Committee on Ways and Means and Owen B. Stubben, Administrator Designate, General Hospital.

Letters from Dr. James E. Bitter, Acting Medical Examiner, as follows:

1. Notifying the Board of the appointment of Dr. Robert Scott as Deputy Medical Examiner, and requesting transportation allowance for said examiner, was referred to the Committee on Ways and Means.

2. Notifying the Board of his resignation as Hennepin County Acting Medical Examiner, effective January 1, 1964, was referred to the Committee of the Whole and Owen B. Stubben, Administrator Designate, General Hospital.

A letter from Fred Nissen, Attorney for the Village of Morningside, re Hennepin County Ditch No. 17, was referred to the Committee on Roads and Lakes.

A letter from Walter P. Halstead, Director, Civil Defense, recommending the salary increase due Maxwell D. Seeker, Deputy Director, Civil Defense, under the State Welfare Merit System, was referred to the Committee on Ways and Means.

A letter from J. T. Sydness, Secretary, Red Owl Stores, Inc., Hopkins, requesting the installation of traffic control signals at the intersection of C.S.A.H. No. 18 and Minnetonka Boulevard, was referred to the Committee on Roads and Lakes.

A letter from C. Alan Smith, Bloomington, re real estate taxes, was ordered filed and acknowledged.

A letter from Robert F. Fitzsimmons, County Auditor, submitting claims payable from the Contributions and Awards Fund, was referred to the Committee on Ways and Means.

Letters from Dr. V. K. Funk, Medical Director, as follows:

1. Requesting leave-of-absence for Mrs. Lee Y. Goldman, Medical Social Worker.

2. Request for funds to transfer indigent patients to and from clinic.

3. Submitting an application for admission to Glen Lake State Sanatorium.

Dr. Funk's letters were referred to the Committee on Ways and Means.

Letters from Stanley R. Cowle, Budget Director, notifying the Board of the acceptance of various bids and requesting that funds be set aside to pay the awards, were referred to the Committee on Ways and Means.

Specifications were presented as follows:

1. Publication of Delinquent Tax List
2. Publication of Official Proceedings - County Seat
3. Publishing of Official Proceedings - Outside County Seat
4. Publication of Financial Statement - County Seat
5. Publication of Financial Statement - Outside County Seat

The specifications were referred to the Committee on Ways and Means.

Applications for abatement of assessments, correction of taxes, and homestead classification. Referred to the Committee on Taxes.

At 10:15 o'clock A.M., the time specified in the published advertisements for bids, Stanley R. Cowle, Purchasing Agent, proceeded to open bids for the following:

1. Paper towels and toilet tissue
2. "Simplastin"
3. Needles and syringes
4. "Vacutainer" tubes
5. Rotary air compressor
6. Self-propelled chip spreader
7. Centrifugal pump
8. Diesel powered crawler loader
9. Automobiles
10. Station wagon
11. Card catalog sections
12. Purchase and removal of buildings - Contract No. 336
13. Wrecking, removal and grading - Contract No. 337
14. Portable resussitators
15. Fleet Insurance
16. Workmen's Compensation Insurance
17. Fenwal plastic blood administration system

The bids were referred to Mr. Cowle for tabulation and report.

No bids were received for a van type truck, Contract No. 437, and hydraulic sanders, Contract No. 406-71.

Commissioner Matthews moved, seconded by Commissioner Mrs. Scott, that Stanley R. Cowle, Purchasing Agent, be directed to re-advertise for bids for a van type truck and hydraulic sanders, bids to be opened on Monday, December 30, 1963, at 10:15 o'clock A.M.

Motion unanimously carried.

Only one bid was received for time recorders (revised specifications), Contract No. 418.

Commissioner Matthews moved, seconded by Commissioner Swanson, that the bid be returned unopened to the bidder and that Stanley R. Cowle, Purchasing Agent, be directed to readvertise for bids for time recorders, bids to be opened on Monday, December 30, 1963, at 10:15 o'clock A.M.

Motion unanimously carried.

Minneapolis, Minnesota,
December 4, 1963.

To the Honorable Board of County Commissioners of Hennepin County:
Gentlemen—

We, the undersigned Board of Audit of Hennepin County, Minnesota have examined the cash and bank balance of the County Treasurer at the close of business, Tuesday, December 3, 1963, and herewith submit the following report:

Coin	\$ 152.00
Currency	2,398.00
Checks	15,661.77
Adjustment Account	24,000.00
First National Bank—Minneapolis	8,256,164.58
Northwestern National Bank—Minneapolis	1,722,754.45
Marquette National Bank—Minneapolis	65,501.42
Midland National Bank—Minneapolis	487,186.78

CERTIFICATES OF DEPOSIT

Brooklyn Center State Bank—Brooklyn Center \$	10,000.00
Chicago Lake State Bank—Minneapolis	350,000.00
Citizens State Bank—St. Louis Park	100,000.00
Community State Bank—Bloomington	100,000.00
Farmers State Bank—Hamel	40,000.00
Fidelity State Bank—Minneapolis	250,000.00
Golden Valley State Bank—Golden Valley	50,000.00
Long Lake State Bank—Long Lake	10,000.00
Loretto State Bank—Loretto	10,000.00
Maple Plain State Bank—Maple Plain	10,000.00
Marquette National Bank—Minneapolis	1,350,000.00
Metropolitan Airport State Bank—Minneapolis	10,000.00
Minnetonka State Bank—Excelsior	50,000.00
Mound State Bank—Mound	10,000.00
Northeast Mpls. State Bank—Minneapolis	10,000.00
Rogers State Bank—Rogers	30,000.00
University State Bank—Minneapolis	350,000.00
County Treasurer — U. S. Government Bond Investment	28,817,885.00
Auditor's General Ledger Balance	\$42,131,704.00
Securities Held for Assurance Fund	62,200.00
GRAND TOTAL	\$42,193,904.00
State Deed Tax Stamps in Balance at	58,742.35

Audit No. 4

Respectfully submitted,

ROBERT F. FITZSIMMONS,
County Auditor.

RICHARD O. HANSON,
Chairman, County Board.

PHILIP C. SCHMIDT,
Clerk of District Court.

Commissioners Ainsworth, Hanson, Matthews, Scott and Swanson offered the following resolution and moved its adoption:

Whereas this Board has determined that it is for the best interest of the County that a uniform set of rules and regulations governing conditions of employment for employees be enacted and that the compensation of salaried county employees be based on a merit longevity system and that the system of grade numbers, salary ranges and classifications for each position in the Budget & Purchasing Department, Central Mobile Equipment Division, Chest Clinic, General Hospital, Highway Department, Lake Improvement, Land Department and Property Rental Division, Noxious Weeds, Remonumentation, Supervisor of Assessments, Veterans Service Office and Water Patrol be adopted as hereto attached.

NOW THEREFORE BE IT RESOLVED, That the attached schedule setting forth:

- (1) Rules and regulations governing conditions of employment;
- (2) Hourly employees classification and payrates;
- (3) Classification and salary grade number assignments, including the salary ranges listed therein together with the increment and longevity schedule procedures hereto attached, be adopted effective as of January 1, 1964;

AND BE IT FURTHER RESOLVED, That this Board commit itself to the continuation of a policy to adjust all salaries and wages to reflect the community pattern for each respective classification.

The question was on the adoption of the resolution and there were five

YEAS and no NAYS.

AINSWORTH	Yea
MATTHEWS	Yea
MRS. I. G. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

AMENDED ON DEC. 31, 1963

HENNEPIN COUNTY PERSONNEL PLAN CONTENTS

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SECTION 1 DEFINITIONS

The following words and terms wherever used in this plan shall have the meaning indicated below:

1. **Department** — a person or group of persons or their designees empowered by the statutes or county board to make appointments to positions in the county service.
2. **County** — all departments and employees coming under the jurisdiction of the county board.
3. **Board** — the Hennepin County Board of Commissioners.
4. **Classification** — the original assignment of an individual position to an appropriate class on the basis of the kind, difficulty, and responsibility of the work performed in the position.
5. **Class** — one or more positions sufficiently similar with respect to duties and responsibilities that the same descriptive title may be used with clarity to designate each position allocated to the class, that the same general qualifications are needed for performance of the duties of the class, that the same test of fitness may be used to recruit employees, and that the same schedule of pay can be applied with equity to all positions in the class under the same or substantially the same employment conditions.
6. **Days** — unless otherwise indicated, this means working days.
7. **Demotion** — a change by an employee from a position in one class to a position in another class with less responsible duties and a lower salary range.
8. **Director** — Director of Personnel.
9. **Layoff List** — a list of former permanent or probationary employees who have been separated from the service by layoff necessitated by lack of work or funds and without delinquency or misconduct on their part.
10. **Military Leave** — the leave of absence granted by state law to employees entering active duty in the armed forces of the United States.
11. **Organization Unit** — a geographic, organizational or other unit of a department which is approved by the director as a unit for the purposes of employment or layoff or both.
12. **Appointment** — a regular appointment to a position established within the county service.
13. **Permanent Employee** — an employee in county service who has been appointed to a position after successfully completing his probationary period.
14. **Position** — a group of current duties and responsibilities assigned or delegated by competent authority requiring the full-time or part-time employment of one person.
15. **Probationary Period** — a working test period during which a new employee is required to demonstrate his fitness for the position to which he is appointed by actual performance of the duties of the position.
16. **Promotion** — a change of an employee from a position of one class to a position of another class with more responsible duties and a higher salary range.
17. **Reclassification** — a reassignment or change in classification of an individual position by raising it to a higher class, reducing it to a lower class, or moving it to another class at the same level on a basis of significant changes

in kind, difficulty, or responsibility of the work performed in such position.

18. **Temporary Employment** — employment in the county service of six (6) calendar months or less, except that casual laborers in the highway department may be employed for a period not to exceed eight (8) calendar months.
19. **Transfer** — a change by an employee from one position to another position of the same class or to another class in the same salary range, usually involving the performance of similar duties and requiring essentially the same basic qualifications.

SECTION 2 PURPOSE, ADOPTION, AND AMENDMENT OF THE PERSONNEL PLAN

2.1 Purpose

It is the purpose of this plan to establish a uniform, comprehensive, and effective system of personnel administration in Hennepin County.

To provide such a modern and comprehensive system of personnel administration:

- a. Positions essentially alike in duties and responsibilities will be treated alike in the personnel processes, and positions not alike will be treated with appropriate recognition of the nature and extent of the differences between them.
- b. Equitable pay scales will be established for the grades of classes in the county service on the basis of equal pay for equal work and fair treatment will be granted all employees.
- c. To aid department heads in the selection of competent employees for the efficient performance of the functions of county government.
- d. To give fair and equal opportunity to all qualified citizens to enter county employment on the basis of merit and fitness and shall be made attractive as a career and shall encourage each employee of the county to render his best services in compliance with the plans and conditions of employment.

2.2 Adoption and Amendment of Plan

This plan is prepared and recommended by the director and approved by the Board at a regular or adjourned Board meeting.

The Board may initiate or approve, modify, reject or approve as modified, the plan and amendments prepared and recommended by the director for carrying out an effective personnel program. One week's published notice shall be given of the meeting at a specified time and place to be held upon the proposed plan. Copies of the plan shall be sent to all department heads and printed copies of the plan and amendments shall be prepared and available for public distribution.

Personnel actions taken prior to the effective date of new, abolished, or amended plans shall be governed by the plan in effect on the effective date of the action.

2.3 Report of Personnel Changes

The director shall provide the necessary forms for reports of all personnel changes in the service. Such forms shall provide spaces for the entering of such supporting or otherwise pertinent information as the director shall deem to be needed for the records of the department. Such forms or supplementary instructions to department heads shall explain which of the changes call for prior approval of the director before they may become effective, which of them require reports when made, and which of them need to be reported sufficiently in advance of the end of the payroll period to permit them to be given effect in checking and approving of the transaction.

2.4 In accordance with the personnel plan each department head may establish rules. Such rules shall be established for the purpose of handling personnel matters peculiar to the department concerned and shall be governed by the personnel plan.

Before departmental rules can be effected, they shall be filed with the director.

SECTION 3 CLASSIFICATION PLAN

3.1 Intent of the Classification Plan
Classification plan shall be developed and maintained so that all positions substantially similar with respect to the type, difficulty, and responsibility of work, are included in the same class and that the same means of recruitment may be used in filling all positions within a class and that the same schedule of pay may be applied with equity to all positions in a class.

3.2 Classification of Positions
When a new position is to be established or a change in duties is proposed for existing position which is to be filled, the department head should notify the director in writing, and he shall classify the position to its appropriate class. After the director classifies a position, he shall notify the department head affected, in writing, of that classification. The classification shall become effective immediately, but the department head may within ten days file with the director an application for reconsideration, together with written evidence by way of affidavits, statements, or exhibits which that department head may desire to be considered by the director.

The director shall act upon that application within ten days after receiving it and notify the department head of his final action.

3.3 Reclassification of Position
Whenever, because of changes in the organizational structure of a department, the duties of a position or for some other reason a position appears to be improperly classified, the director upon his own initiative or at the request of a permanent employee or the department head, shall investigate the duties of the affected position. Based on the results of the investigation, he may reclassify it to an appropriate class. In making a request for a review of a position, the permanent employee or the department head shall set forth the changes that have occurred in the particular position since the last review or other factors which in his opinion warrant reclassification. When the director reclassifies a position or denies an application for reclassification, he shall notify the department head and the employee affected of his action.

3.4 Effect of Reclassification of Positions

A reclassified position shall be considered the same as a vacant position and the department head must fill the position in accordance with the section governing appointment, demotion, or transfer within sixty (60) calendar days following the date of the notice of reclassification of the position. An employee whose position is reclassified shall continue his status in the former class, but he shall be ineligible to continue in the position in the new class unless he is appointed to that position in accordance with the section governing appointment.

A permanent employee or department head affected by a reclassification or denial of a request for reclassification, shall have the same right to make an application for reconsideration as is granted the department head in the case of an original classification and the procedure set out in Section 3.2 shall apply to such application. Any reclassification granted by the director shall become effective upon the expiration of the time fixed for making an application for reconsideration, or if reconsideration is granted the date of notice by the director of his final action shall be the effective date.

A department head may request a review by the Board in writing when the director denies a requested classification based on one of the following grounds:

- That the action of the director is not in accordance with the Hennepin County Personnel Plan.
- That the action of the director was unwarranted by the evidence presented to him or was procured by fraud, coercion, or the improper conduct of any party in interest.

The Board, after receiving any

application for review of reclassification, shall order the director to submit to it a record upon which he acted and upon that record may sustain, reverse, or modify the action of the director, or in its discretion may order that further evidence be taken by him to be submitted to the Board and considered by it.

3.5 Class Specifications

The director shall provide, and may amend as provided in Section 3.7, written specifications for each class in the classification plan. Each of the class specifications shall include the class title, a description of the duties and responsibilities of the work, and a statement of qualifications a person shall possess to enable him to enter upon the duties of a position of the class with reasonable prospect of success.

The specifications of the classes of positions in the classification plan and their various parts are hereby declared to have the following force and effect:

a. The definitions are descriptive and not restrictive. They are intended to indicate the kinds of positions that are allocated to the several classes, as determined by their duties and responsibilities and shall not be construed as declaring to any extent or in any way what the duties or responsibilities of any position shall be, or limiting, or in any way modifying the power of any department head to assign, direct and control the work of employees under his supervision. The use of a particular expression or illustration as to duties shall not be held to exclude others not mentioned that are of similar kind or quality.

b. In determining the class to which any position shall be allocated, the definition of each class shall be considered as a whole. Consideration shall be given to the general duties, specific tasks, responsibilities, qualification requirements and relationship to other classes, which in total affords a picture of a kind of employment that the class is intended to embrace.

c. Qualifications commonly required of all incumbents of positions of different classes, such as acceptable physical conditions, freedom from disabling defects, suitable age, honesty, sobriety and industry, shall be deemed to be implied as qualification requirements for entrance to each class even though they may not be specifically mentioned in the specifications.

d. The specification for any class shall constitute the basis and source of authority for the examinations or standards by which employees are considered qualified for appointment to a specific class.

3.6 Use of Class Titles

The title of a class shall be the official title of every position assigned to the class for all purposes having to do with the position and shall be used on all payrolls, budget estimates, and official records and reports relating to the position. Any abbreviations or code symbols approved by the director may be used in lieu of the title to designate the class of a position in any such connection. Any other titles desired by the department head may be used to designate any position for the purposes of internal administration and any other connection not involving personnel processes covered by this plan.

3.7 Amendment to the Classification Plan

Whenever any change in organization, creation of a new position, or change in duties or responsibilities of an individual position makes the revision of the classification plan necessary, the director shall recommend the necessary revisions to the Board. The Board shall consider the proposed changes at a regular or adjourned meeting and they shall become effective after adoption by the Board. Notice of the classes or positions involved in the proposed revision shall be posted on the bulletin board of the department at least seven (7) calendar days before the meeting of the Board at which the changes are to be considered.

SECTION 4 COMPENSATION PLAN

4.1 Compensation Plan

The salary plan adopted by the Board, together with the provisions of this plan and with such amendments as shall be made in accordance with this plan, shall constitute the official compensation plan for all positions in the county service.

4.2 Administration of the Compensation Plan

The following provisions assume that funds are available and expenditures have been authorized by the Director of Budget and Purchasing:

a. Beginning Salary

The minimum rate of pay for a class shall normally be paid upon appointment to that class. Upon written certification by the department head that the original appointment at one of the salary steps above the minimum rate is justified by exceptional qualifications of the eligible, or by lack of available qualified eligibles at the minimum rate, the director shall consider the pay rates of employees in the same class and department and may authorize such appointment provided other eligibles having similar qualifications are offered the same rate.

When a permanent employee is promoted and has been paid at a rate equal to or exceeding the minimum of the new position, the department head may make the appointment at a rate within the range which grants minimum of a one-step salary increase.

If a former employee is re-employed in a class in which he was previously employed, the department head may make the appointment at the same rate of pay the employee had been receiving at the termination of his service.

b. Salary Increases

Salary adjustments within an established range shall be dependent upon the recommendation of the department head based on quality of performance by the employee. Such

adjustments shall be made at the beginning of a pay period.

Ordinarily, increases in salary within the range shall not be more than one step and shall not be made more often than once every year except that salary increases shall be given to an employee upon satisfactory completion of his first six months of service or satisfactory completion of his first six months in a new classification. However, a department head may propose salary increases of more than one step or more frequently than once every year upon detailed written statements to the director specifying the employee's exceptional performance or the unusual employment conditions that make such action necessary. Step D shall be considered the "working" or job rate" which shall reflect compensation for normal or accepted performance of duties. Salary adjustments within a range higher than Step D shall be granted for outstanding or exceptional performance based on the county's performance rating program.

Each department head shall at least once a year review the salary of each employee to determine whether the employee's rate of pay should be advanced to the next step in the range and shall advise the employee in writing of the reasons for his determination if the salary increase is denied for salary consideration below Step E.

Upon the written recommendation of the department head, any employee in the county service shall be eligible to receive a longevity increase of one additional step above the maximum adjusted salary for his class, provided that he has worked in the county service for an aggregate total period of at least 15 years and that he is being paid at the maximum adjusted salary for his class.

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c. Salary Decreases

The department head for just cause may reduce the salary of an employee within the salary range prescribed for the class. In the case of a permanent employee, notice of intention to effect reduction in pay and the reasons for such action shall be given to the employee and to the director prior to the effective date of the reduction. The permanent employee so affected may request a hearing before the Board as provided in Section 11.2.

d. Total Remuneration

No county employee shall receive any pay from a governmental jurisdiction other than that specifically authorized by the Board for the discharge of his ordinary duties or additional duties which may be assigned to him or which he may undertake or volunteer to perform.

Subsistence or maintenance allowances received in lieu of cash shall be considered as part of the total salary. Whenever subsistence or maintenance is allowed in lieu of cash, a schedule of such changes together with a statement of the policy and regulations to be followed in making of charges shall be submitted by the department head for the approval of the Board.

Whenever an employee works for a period less than the regularly established number of hours a day, days a week, or weeks a month, the amount paid shall be proportionate to the time actually employed. The payment of a separate salary from two or more county departments for duties performed in each of such departments is permissible if the total salary received from these departments is not in excess of the maximum rate of pay for the class.

4.3 Employee Life and Medical Insurance

Any employee of the county who is employed at least 50 percent or more time in a continuing position is eligible for county-paid life and medical insurance. Temporary, trainee, intermittent, or summer employees are specifically excluded from such insurance.

This insurance includes 365-day non-deductible hospitalization, medical treatment, and surgical expenses up to \$300.00 and \$1,000.00 term life insurance.

Each employee has the option to insure his family under this plan; however, such additional coverage shall be paid by the employee.

4.4 Rates of Pay

Monthly rates of pay shall be paid except that on certification by a department head the payment of monthly rates for certain classes within his department is not feasible. In such cases, the Board may authorize the payment of hourly rates for the classes concerned.

The Board may authorize a bi-weekly pay period when the system of monthly rates of pay is not feasible. In such instances, monthly rates of pay shall be converted to hourly rates for computation purposes based on the formula in this section.

In adjusting monthly rates to hourly rates, the following formula shall be used:

$$\text{Hourly rates} = \frac{\text{Monthly rate} \times 12}{2080}$$

4.5 Computation of Payments for Less Than a Full Payroll Period

Payments for less than a full payroll period to employees paid on a monthly salary basis shall be determined by multiplying the salary for the payroll period by the number of calendar days for which payment is to be made and dividing the result by the number of calendar days in the particular payroll period involved.

The following number of calendar days shall constitute the semi-monthly payroll period for the months indicated in:

- 28-day month—14 days
- 29-day month—14½ days
- 30-day month—15 days
- 31-day month—15½ days

If a 20 pay period payroll system is used, payments for less than a full payroll period shall be determined by multiplying the hourly rate computed from the monthly salary by the formula in Section 4.4, by the number of working hours for which the employee is to be paid.

4.6 Overtime

Overtime may be paid upon authorization to an employee other than department heads and those employees the department head might except from such payment. Overtime shall be computed on the basis of one and one-half times the regular rate of pay computed on an hourly basis. Overtime shall be confined to necessary emergency work. Whenever possible, compensatory time shall be granted in lieu of overtime pay on a basis of one and one-half times the hours worked.

4.7 Severance Pay

Severance pay shall be paid to permanent employees who have served a minimum of one year in the county service and who have completely severed their employment with the county including those whose severance is occasioned by death. Any employee who shall have received severance pay upon termination of his employment shall not again be eligible to accrue any severance pay benefits upon reemployment with the county except for days accumulated in excess of the number for which he has been previously compensated.

Such severance pay shall be based upon and measured by the accumulated sick leave and unused vacation leave accruing to such employee during Hennepin County employment, to be paid upon separation or retirement of the employee from county employment. Such severance pay shall not exceed 60 days of the accumulated sick leave and unused vacation leave which has accrued to the credit of the employee at the date of severance of such employment, except in the case of death when such severance pay shall not exceed 90 days.

Severance pay shall be computed on the basis of the rate of pay in effect on the date of termination of the employee.

Severance pay in the amount not exceeding one thousand dollars may be paid to the widow of a deceased employee. All other severance pay of a deceased employee shall be paid to his estate or his legal representative.

Application for severance pay shall be made to the department head, who in turn shall compute the amount of severance pay due the employee. This computed severance pay, together with facts and figures upon which the computation of such severance pay is based, shall be submitted to the director for his approval.

4.8 Transfers, Promotions, and Demotions and Allocations

When an employee is transferred, promoted or demoted, his rate of pay for the new position shall be determined as follows:

a. If his rate of pay in his previous position was less than the minimum rate established for the class of the new position to which he is promoted, his rate of pay shall be advanced to the minimum for the class of the new position or two steps, whichever is higher.

b. If his rate of pay in his previous position was more than the maximum rate established for the class of the new position to which he is demoted, his pay shall be reduced to a point within the range for the class of the new position to be determined by the department head, subject to the approval of the director.

c. When a position is reallocated to a class in a lower salary range, the Board, upon the recommendation of the department head, may give consideration to the employee's long or outstanding service, exceptional or technical qualifications, age or health. When, as a result of such consideration, the director determines

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that the best interest of the county will be served by such action, the position shall be reallocated, but the employee shall continue at the same rate of pay. Thereafter, as long as he remains in the same position, such employee shall not be eligible to receive any salary increases until such time as his salary once again may be within the range of the class to which his position has been reallocated.

d. If his rate of pay in his previous position falls within the range of pay established for the class of the new position and does not correspond to a step in the salary plan, it shall be adjusted to the next higher step.

4.9 Amendment to the Compensation Plan

The Board shall consider amendments to the compensation plan at a regular or adjourned meeting. Notice of the proposed amendments shall be posted on the bulletin board of the department at least seven (7) calendar days before the hearing.

As soon as possible, but not later than one month after the effective date of any amendment to the salary plan, the rates to be paid to employees in positions of any class for which a rate is established or changed shall be adjusted as follows:

An employee whose class is reassigned to higher salary range shall receive an adjusted salary bearing the same relation to the minimum and the maximum salaries of his new range as his former salary immediately preceding the reassignment bore to minimum and maximum of his former range.

SECTION 5 QUALIFICATIONS, APPOINTMENTS, AND TRANSFERS

5.1 Applications

Applications for positions with the county must be filed on forms furnished by the personnel department. Applicants must comply with all requirements in any way affecting employment in the positions for which they apply. The director may require the presentation of certificates of competency, licenses, or other evidence of special qualifications when necessary. The application form shall contain a certification by the applicant attesting to the accuracy of the statements made in the application. Should it be determined on subsequent date that statement(s) on the application were fraudulent, the applicant will be subject to immediate dismissal.

5.2 Requirements

The director with the advice of the department head shall establish minimum qualifications for education, training, experience, and physical condition as he deems necessary for an applicant to possess in order to insure reasonable prospect of success in the position for which he is applying.

5.3 Rejections of Applications

The director may reject applications from persons who are found to lack in any of the requirements established for the position or employment for which he applies or who is physically so disabled as to be rendered unfit for proper performance of the duties of the position to which he seeks appointment. He may reject any applicant who:

- a. is addicted to the habit-forming drugs or a habitual user of intoxicating liquors to excess,
- b. has been guilty of any crime involving moral turpitude or notoriously disgraceful conduct,
- c. has been dismissed from employment for delinquency or misconduct,
- d. has made a false statement of any material fact,
- e. directly or indirectly shall render or pay or promise to give any money, service, or other valuable things to any person in connection with his appointment or proposed appointment.

f. practice or attempted to practice any deception or fraud in his application or appointment.

When the director refuses to accept an application as provided in this section, then upon the request of the person rejected, the director shall furnish a statement of the reasons for such refusal.

Any false statement, fraudulent conduct, or attempt at deception by any applicant, or by others with his connivance in any application shall bar such applicant from employment with the county for at least five years.

5.4 Requisitions and Appointments

a. Request for names

Vacancies in the county service shall be filled in accordance with this plan. When a department head wishes to fill a vacancy or a new position, a requisition shall be submitted to the director on the form prescribed by him. Insofar as practicable, each vacancy shall be anticipated sufficiently in advance to permit the director to provide a list of eligibles with the shortest possible delay. Where practicable and when it is in the best interests of the county, vacancies shall be filled by promotion.

b. Referral of eligibles

Upon receipt of request for an employee, the director shall refer names of persons eligible to fill the vacancy. Before appointments can be made in a class and organization unit where a layoff list exists, names on such list must be offered appointment. Should an individual on a layoff list refuse appointment under the condition he was previously employed (e. g. full-time or part-time), such refusal shall be considered the same as a resignation. Should there be no names available, the director may authorize the department head to make an appointment in compliance with Section 5.2; however, no appointment shall be made without prior authorization of the director.

c. Certification

Upon appointment the department head shall certify the name of the appointee(s) to the director, who in turn shall send the appointment form to the payroll authority.

5.5 Employment of More Than One Family Member

No more than one member of a family shall be employed at any time within a single department without approval of the director. The word "family" shall mean husband, wife, and their children whether by whole, half-blood, or adoption.

5.6 Trainee Appointments

Appointments of students or other persons to serve as trainees shall be subject to the approval of the director. Such appointee shall be subject to removal at any time without specification of cause and shall acquire no status by virtue of such appointment. Salaries of such trainees shall be set by the director, subject to the approval of funds by the Director of Budget and Purchasing.

5.7 Transfers

An employee may be transferred to a position in the same class in a different department or organizational unit with the approval of the director and the department heads concerned. Transfers of an employee may be made from a position in one class to a position in another class only if it is determined by the director that the employee to be transferred possesses satisfactory qualifications, and if the director is satisfied that such transfer is in the best interest of the county service. The director may require appropriate evidence for the purpose of determining qualifications for transfer.

No transfer imposed as a penalty or otherwise to the prejudice of any employee and without his voluntary consent shall be approved unless the director is satisfied that such action is necessary in the best interest of the county service.

Seniority shall be transferred in all cases of transfers within the same department but shall not be transferred in case of interdepartmental transfers.

A transferred probationary or permanent employee may be required to serve a full six months probationary period beginning on the date of the transfer at the joint request of the two department heads concerned. Notice of this requirement shall be filed in writing with the director and the copy of the notice shall be given to the employee prior to completion of the transfer. In the absence of such notice, transfer of a probationary employee shall not affect the running of the probationary period and transfer of a permanent employee shall be with such status and not subject to a probationary period. When a probationary period is required in the case of a transfer of a permanent employee, such employee shall have 30 calendar days' trial period in his new position, except for just cause, before he may be dismissed, demoted, or transferred without his consent. If dismissed during the probationary period for cause other than misconduct or delinquency on his part during the probationary period and after the 30 calendar day trial period, the employee shall be restored to the position he held prior to transfer.

5.8 Physical Examination

Prior to appointment to a position in the county service, an applicant shall be required to take a physical examination to determine his physical ability to perform the duties of his position. The examining physician must certify the applicant is qualified to perform the duties of the position to be filled.

Biennial physical examinations shall be required of all employees age 55 and over. The director shall designate the physician to perform such examination and the county shall bear the cost of all examinations. The examining physician shall certify to the employee's ability to perform the duties of his current position. Should the examining physician certify that the employee is not able to perform the duties of his current position, he shall be transferred to a position to which he is proven qualified provided such a position is vacant. If such employee is unable to qualify for a position in

an existing classification, he shall be separated from county employment.

SECTION 6

PROBATIONARY PERIOD

6.1 Objective

The probationary period shall be regarded as an integral part of the qualifying process and shall be utilized for closely observing the employee's work, for securing the most effective adjustment of a new employee to his position, and for rejecting any employee whose performance does not meet the required work standards.

6.2 Duration of Probationary Period

All original and all promotional appointments shall be tentative and subject to a probationary period of six months of actual service. Any interruption of service during the probationary period shall not be counted as part of the six months' total service.

An employee who is promoted prior to the completion of his probationary period to a higher position in the same occupational field shall complete his probationary period in the lower position by service in the higher position, and the department head shall certify him for permanent status in the lower position at the end of the six months' period following his original appointment to that position if the employee is to be continued in the county service.

Time served in emergency or temporary positions shall not be considered as part of the probationary period.

6.3 Dismissal During the Probationary Period

Should a probationary employee be found incompetent or unqualified to perform the duties of the position to which he was appointed, he may be dismissed at any time, at the discretion of the department head, except an employee serving the first 30 calendar days of a probationary period following a transfer or promotion. Specific reasons for such dismissal shall be given in writing to the employee and the director.

6.4 Demotions During Probationary Period

Demotion of a promotional probationary employee shall be subject to the provisions of Section 11.2. The probationary period of any employee demoted during or at the end of his probationary period shall include the period of probationary service in the higher class.

6.5 Permanent Appointment

Upon written notice submitted within a fifteen calendar day period immediately preceding the expiration of the probationary period by the department head to the director that he considers the probationer's character, conduct, and efficiency such that he is worthy of permanent appointment, such employee shall be granted permanent status. A copy of such notice shall be given the employee by the department head. In the absence of such grant of permanent status, the employee shall automatically receive permanent status. Should a promotional probationer be found unsatisfactory, he shall be reinstated to his former position or to a position to which he may have been transferred in the same class in which he formerly served.

SECTION 7

PERFORMANCE RATINGS

A rating of each employee's performance shall be completed and shall have reference to the quality and quantity of work done, the attitude of the employee, and such other characteristics that will measure the value of the employee to the county service. Such rating shall be made by the employee's immediate supervisor and reviewed by the department head. A copy of the report shall be sent to the director who may review it, and if necessary, take action to secure the adjustment of the rating to conform to the facts obtained.

The performance rating shall be discussed with the employee, with the view of encouraging the employee who has performed well and also affording an opportunity for employees to correct weaknesses.

The reports of performance ratings may be reviewed by the employee, the department head, and at the discretion of the director, the department head to whose jurisdiction an employee may be transferring.

Performance ratings shall be completed at the end of the second and fifth months of appointment to a position in the county service or appointment to a new class, and shall be completed annually thereafter.

SECTION 8

HOURS OF WORK AND

LEAVES OF ABSENCE

8.1 Hours of Work

Eight hours of work shall constitute a normal work day and forty hours a normal work week. Whenever necessary, essential services shall be rendered on weekends and time beyond the normal work week so worked shall be compensated for by time off or cash payment. When a department head determines that operating conditions make overtime work necessary, he shall establish an overtime plan in accordance with Section 8.2. No county department shall operate on less than a forty-hour week except under provision of Section 8.3, which allows for specific holidays within the work week.

The department head shall determine the actual hours of employment, lunch period and coffee breaks for any and all employees in his department.

8.2 Overtime

Each department head requiring or permitting work beyond the normal forty-hour work week shall prepare written regulations governing such overtime which shall include the following:

- Conditions under which cash payment for overtime is authorized. Rates for cash payment shall be in accordance with Section 4.6.
- Conditions under which compensatory time off may be accrued, used, or cancelled.
- Conditions under which neither compensatory time off nor overtime payment in cash will be allowed.

Such regulations governing overtime shall be effective when approved by the Director of Budget and Purchasing and the personnel director and shall remain in effect until cancelled in writing by the department head, the Director of Budget and Purchasing, or the personnel director.

No compensatory time off or cash payment for overtime work ordered by the department head or voluntarily performed by the employee shall be all allowed unless regulations are effective as provided above.

8.3 Holidays

The following days are holidays and compensatory time off shall be granted on a straight time off basis for work done on these days, except where payment is allowed under Section 8.2. These are:

- New Year's Day
 - Lincoln's Birthday
 - Washington's Birthday
 - Good Friday
 - Memorial Day
 - Independence Day
 - Labor Day
 - Columbus Day
 - Veterans Day
 - Thanksgiving Day
 - Christmas Day
- a. New Year's Day, Memorial Day, Independence Day, and Christmas Day shall be considered "major" holidays. When such major holiday falls upon a Sunday, the following Monday shall be considered a holiday for all employees. When such major holiday falls upon a Saturday, the preceding Friday shall be considered a holiday for all employees. An employee, regardless of his work schedule, shall receive the same number of holidays as employees whose regular work week is Monday through Friday.
- b. Holidays which occur within

an employee's vacation or sick leave period will not be chargeable to the employee's vacation or sick leave time.

- Employees must be on the payroll on the work day immediately preceding a holiday to be eligible for that holiday.
- Employees who work more than half time will be paid for holidays in proportion to the time they are on the payroll.

8.4 Absence Without Leave

Any absence of an employee from duty that is not authorized by specific grant of leave of absence under the provisions of this plan shall be deemed to be absence without leave. Any such absence shall be without pay and may be grounds for disciplinary action. In the absence of such disciplinary action, any employee who absents himself for three consecutive days without authorized leave shall be deemed to have resigned, but such absence may be covered by subsequent grant of leave without pay in accordance with Section 8.14.

8.5 Absence Because of Illness or Injury for Which Compensation is Paid Through Workmen's Compensation Benefits

Any employee who by reason of sickness or injury received workmen's compensation benefits may do either of the following:

- Transfer the benefits to the county which shall be credited to his sick leave accumulation in proportion to the amount of compensation received and accept sick leave time for the sickness or injury, or

Keep the workmen's compensation benefits and receive from the county additional benefit from the accumulated sick leave, vacation leave, or other accumulated leave time, but

In either case, the total weekly rate of compensation may not exceed the regular wage of an employee.

8.6 General Regulations Governing Leaves of Absence With Pay

So far as practicable, grants of leave shall be made prior to the beginning of the periods of absence and no payment for any absence shall be made until the leave is properly approved.

Deductions from leave accumulations for an employee on leave with pay shall be made on a working day basis, and no charge shall be made from leave accumulations for holidays, non-work days, or non-work part days occurring at the beginning or during a period of leave with pay. No charge will be made for holidays or non-work days occurring at the end of a period of leave with pay if the employee returns to work on the first day thereafter or is granted additional leave without pay. If the employee is granted additional leave without pay, he will not be credited for a holiday occurring at the end of the period of leave with pay unless and until he returns to work at the expiration of the leave without pay.

Accrual of vacation leave and sick leave during the period of leave of absence with pay shall continue. If the employee is granted additional leave without pay, he will not be credited with vacation or sick leave accruals for the period of leave without pay.

Departments or organizational units shall maintain records of vacation and sick leave and overtime accrued and used by each of their employees. Such records shall be maintained in the form and manner prescribed by the director and shall be subject to audit by the personnel department in case of dispute of the accuracy of the records, the decision of the personnel director shall be final.

Trainee, student, or temporary employees shall not be considered entitled to benefits listed within this plan. However, such employees shall be entitled to all holidays listed within this plan if such employee has worked the day preceding the holiday.

Each employee will be given a statement of his vacation leave and sick leave in effect as of January 1st of each year.

8.7 Vacation Leave

Each person employed on a full-time basis in a continuing position in county service shall earn vacation with pay at the rate of one day for each month of completed county employment. Each person employed at least half time but less than full time in a continuing position in the county service shall earn such vacation proportionately to the time worked. No employee is credited with vacation during the first six months of county employment. Vacation leave shall not be earned by employees on a trainee, student, or temporary basis. After having accumulated six months of continuous probationary employment, an employee is automatically credited with six days of vacation. After five continuous years of employment, each employee shall be granted one and one-quarter days of vacation for each month of county employment. For the purposes of computing months of employment, an employee who has commenced his service prior to the fifteenth day of any month shall have his years of service computed from the first day of the month in which he commenced service. For any employee who has commenced service subsequent to the fifteenth day of any month, his years of service shall be computed from the first day of the following month.

Time on layoff, suspension, or leave without pay, except as otherwise provided by the personnel plan, shall not be counted in determining the date of completion of a full payroll period or periods of continuous service. If an employee is being paid for less than the full payroll period, his vacation accruals will be pro-rated in accordance with the time worked during that payroll period. Departments or organizational units may determine the time and establish schedules for governing the use of vacation leave.

Employees may accumulate vacation. However, as of January 1, each year, any vacation time accumulated in excess of 21 days will be deducted from the employee's vacation accumulation.

Request for vacation must be made at least 48 hours in advance of the scheduled vacation. In case of an emergency, the department head may waive this 48 hour requirement. When vacation is taken, only working days are subtracted from the vacation time which has accrued to the employee's credit. A minimum of 4 hours will be charged for each vacation leave taken unless this plan is waived by the department head.

An employee who is transferred to the jurisdiction of another department head or who accepts employment under the jurisdiction of a new department head without interruption in services to the county shall be entitled to credit in his new employment for the accumulated unused vacation earned in his former employment.

8.8 Sick Leave

Sick leave shall be earned by each person employed on regular full basis in a continuing position in the county service at the rate of one day per month. Each person employed on at least a half-time, but less than full-time basis in a continuing position shall earn such sick leave proportionately to the time worked. Sick leave shall not be earned by employees on a trainee, student, or temporary basis. Service shall begin on the date of county employment and time of layoff, suspension, or leave without pay, except as otherwise provided by this plan, shall not be counted in determining the amount of sick leave accumulated. If an employee is

being paid for less than the full payroll period, his sick leave accruals will be pro-rated in accordance with the amount of time worked for that period.

An employee may accumulate 100 days of sick leave. For every day of sick leave in excess of 100 days, the employee will be given credit for one-half day of additional vacation and one-half day of additional sick leave which shall be placed in a "bank". Such "banked" sick leave may be used only in case of long illness lasting over the accumulated 100 days and shall not be used in the computation of severance pay, either as accrued vacation or accrued sick leave. Sick leave is charged off only for days that would normally have been worked. A minimum of one hour will be charged for each period of sick leave taken.

An employee may utilize his allowance of sick leave on the basis of application therefor approved by his department head and reported to the director for absences necessitated by inability to perform the duties of his position by reason of illness or injury, by necessity for acute medical or dental care, or by exposure to contagious disease under circumstances in which the health of employees with whom he is associated or members of the public with whom he deals would be endangered by his attendance or duty, or by illness in his immediate family for such periods as his absence shall be necessary subject to certification by medical authority.

The term "immediate family" shall be limited to the spouse, minor children, or parent where the parent has no other person to provide the necessary nursing and care and who is living in the household of the employee. Either the department head or the director may require a medical examination or medical certificate as he deems necessary before approving the utilization of sick leave. Within the discretion of the department head, the use of sick leave not to exceed three days also may be authorized in cases of death of the spouse and the parents, guardian, children, brothers, sisters, or wards of the employee. All sick leave that has been accumulated by the employee shall be expired upon the date of separation from the county service, except as provided in the personnel plan.

An employee who is transferred to the jurisdiction of another department head or who accepts employment under the jurisdiction of a new department head without interruption in the services to the county shall be entitled to credit in his new employment for the accumulated unused sick leave earned in his former employment. Accumulated sick leave unused at the time of grant of leave of absence to an employee to go on educational leave, shall be restored at the time of reinstatement of the employee to the county service.

8.9 Armed Forces Leave

Employees who are members of any reserve component of the military forces of the United States shall be granted leave of absence with pay not to exceed 15 calendar days in one annual or fiscal year annually when ordered to active duty for such training periods as are necessary to their participation in a reserve training program.

8.10 Other Leaves of Absence With Pay

a. Court Duty

Employees subpoenaed as witnesses or called and selected for jury duty shall receive their regular compensation and other benefits, plus car mileage for such duty, less the amount of jury or witness fees.

b. Attendance at Meetings or Conventions

The department head may authorize permanent full-time employees who have been in the county service for at least one year to attend such institutes, meetings, or training programs which are held outside the metropolitan Twin City area when he determines that such attendance is in the best interest of the county. The department head may authorize probationary or permanent full-time employees who have been in the county service for less than one year to attend such institutes, meetings, or training programs held within the Metropolitan Twin Cities area, when he determines that such attendance is in the best interest of the county. Expenditures of public monies relating to such institutes, meetings, or training programs outside the Metropolitan Twin Cities area must be authorized by the Board. Such attendance shall not be deducted from any leave time.

c. Election Days

Every employee who wishes to vote in a general election shall be permitted up to two hours of time from his work for that purpose during the forenoon of an election day without penalty or loss of salary or wages at the scheduled convenience of the department. Employees who are not eligible to vote or have no intention to vote shall report for work at the regularly scheduled time. Any employee making claim for time off for voting and not casting a ballot shall be subject to disciplinary action.

d. Leave Other Than the Foregoing

Leaves of absence with pay other than the foregoing will not be authorized unless approved by the department head and the Board.

8.11 Military Leave of Absence Without Pay

Employees in the county service shall be entitled to military leaves of absence without pay for services in the armed forces of the United States and reinstatement at the expiration of such leave. Such leave shall be authorized only in cases where the employee has been officially called to active duty in the military service and shall be authorized only as long as the employee is in the service as required by the government.

8.12 Sick Leave Without Pay

Upon application of a probationary or permanent employee, a leave of absence without pay may be granted by a department head for the entire period of disability because of sickness or injury. Such leave will require that the employee submit a certificate from the attending physician or from a designated physician. In event of a failure or refusal to supply such certificate or if the certificate does not clearly show sufficient disability to preclude the employee from the performance of his duties, the department head, with the approval of the director, may cancel such sick leave and require the employee to report for duty on a specified date. Should the employee not report for duty on such specified date, he will have considered to have resigned in accordance with Section 8.4.

8.13 Maternity Leave

Permanent employees may be granted a leave without pay for maternity for a period not to exceed six months, subject to the approval of their department head and the personnel director. Such leave shall be approved:

- Only in classes where there is a shortage of qualified personnel, and
- Only when it can be shown that such employee's services are exceptional and it is in the best interest of the county to retain that employee.

8.14 Other Leaves of Absence Without Pay

Permanent employees may be allowed to be absent from duty without pay for a period not exceeding a total of twelve months in any fourteen consecutive

months on the basis of application for leave without pay approved by their respective department heads and the personnel director under the following conditions:

- Such leave shall be granted only when it will not result in undue prejudice to the interest of the county as an employer beyond any benefits to be realized. An application for leave of absence for travel or study calculated to equip the employee to render more effective service to the county may be deemed to involve such compensating benefits to be measured against the loss to the interest of the county in keeping open the position or filling it temporarily until the return of the employee.
- No such leave shall be granted primarily in the interest of the employee, except in the case of an employee who is shown by his record or other evidence to be of exceptional value to the county whose services it is desirable to retain, even at some sacrifice. Any such leave which in the judgment of the director is contrary to the best interest of the county shall be refused.
- In exceptional situations where it can be justified that an extension of the leave in excess of 12 months is in the interest of the county service, the director may grant such extension with review each six months.

8.15 Cancellation of Leaves of Absence Without Pay

All leaves of absence shall be subject to the condition that the department head may cancel the leave at any time upon prior notice to the employee and the director specifying a reasonable date of termination of the leave.

The director, upon prior notice to the employee and the department head, may cancel an approved leave of absence at any time he finds that the employee is using the leave for purposes other than those specified at the time of approval.

SECTION 9 SEPARATION, SUSPENSION, AND DEMOTION

9.1 Retirement

Except as provided below in the plan, employees in the county service shall be retired when they reach the age of 65 years. Exceptions to the retirement age are as follows:

- Effective January 1, 1964, all employees under the jurisdiction of the county Board who have reached the age of 67 years during the preceding year shall be retired from county employment.
- Effective January 1, 1965, all employees under the jurisdiction of the county Board who reach the age of 66 during the preceding year shall be retired from county employment.
- Effective January 1, 1966, and every year subsequent to that, all employees under the jurisdiction of the county Board who have reached the age of 65 years during the preceding year shall be retired from county employment.

9.2 Resignation

An employee may resign from the service by presenting his resignation in writing to the department head. To resign in good standing an employee must give the department head at least 14 calendar days prior notice. A copy of such resignation shall be supplied by the department head to the director. Upon approval of the department head, an employee may withdraw his resignation at any time not later than 10 days after the effective date of the resignation.

No form of resignation filed without date or with a future date and that is not intended to be a bona fide and voluntary resignation to be acted upon at the time of filing, shall be accepted by the director as a resignation. Each separation under such circumstances shall be deemed a dismissal and the provisions of the plan relating to dismissals shall apply. Any demand or request of a department head for the filing of any such form of resignation for possible future action at the option of such department head shall be deemed to constitute prima facie evidence of coercion in contravention of the purposes of the personnel plan.

9.3 Suspensions

The department head may suspend an employee without pay for disciplinary reasons. The employee must be furnished with a statement in writing setting forth the reasons for the suspension.

If the suspension is for a period or periods exceeding 30 calendar days in any 12 month period, a permanent employee shall, before the action is taken, be furnished with a statement in writing, setting forth the reasons for the suspension. He shall be permitted five days' time to reply thereto, in writing, or upon request to appear personally, and reply to the head of the department. A copy of the statement and the employee's reply, if any, shall be filed with the director prior to the effective date of the suspension, and the permanent employee concerned may demand a hearing.

If the period or periods of suspension in any 12 month period do not exceed a total of 30 calendar days, prompt notice of the suspension setting forth the reasons shall be given in writing to the director and the employee, but in such case the employee shall not be eligible for a hearing.

No seniority shall be acquired during the period of suspension.

If it is proved to the department head's satisfaction that the employee was unjustifiably suspended, any rights that he would have had had the suspension not occurred will be returned to him, and any loss of pay resulting from the suspension will be reinstated to his credit.

9.4 Layoff

The department head may lay off an employee in the county service by reason of abolition of position, shortage of work or funds, or other reasons outside the employee's control which do not reflect discredit on the service of the employee.

The duties formerly performed by the laid off employee may be assigned to other permanent county employees who, in the opinion of the director, hold positions in appropriate classes.

a. Order of Layoff

Layoff of probationary or permanent employees shall be made in inverse order of seniority in the class of work in the department or other organization unit involved. No probationary or permanent employee shall be laid off from any position while any temporary appointee is continued in a position of the same class in the department or organization unit involved.

Where it is determined that two or more persons in the class and organization unit in which the layoff is to be made have equal seniority, the order of layoff in such tie cases shall be in inverse order of the date of acquisition of permanent status.

Where the determination of seniority as provided above does not establish definite seniority differentials, the order of layoff shall be determined by the department head in such a manner as to conserve to the county the services of those employees deemed most valuable.

b. Organization Units

A department head may propose subdivisions of his department into organization units for purposes of employment or layoff by submitting to the director a written plan for such subdivision together with the reasons therefor. The director shall consider such proposal and the needs of the county service and may establish organization units within the department. Such organization units may be established on the basis of function or class of employment and may be different for different classes of employment. The

director shall notify the department head of establishment of organization units and such units shall thereafter be used for employment or layoff. The department head shall post a copy of such notice or shall distribute copies to notify affected employees of the establishment of such units.

The director may cancel established organization units upon notice to the department head at any time he deems such action to be in the best interest of the county service.

9.5 Seniority

Seniority for purposes of lay-off or re-employment shall be the length of service in a specific class in a specific department or organization unit. Seniority of incumbent employees shall represent the actual total time worked in the department or organization unit for which payment was made and shall be in the class of employment to which the employee's position is allocated. Seniority shall be increased each calendar day without interruption except upon termination or interruption of services in the department for any reason. However, seniority shall continue in case of leave of absence or lay-off of a permanent or probationary employee.

9.6 Limited Interruption of Employment

Any interruption of employment, not in excess of 15 calendar days, because of adverse weather conditions, shortage of materials or equipment, or for other unexpected or unusual reasons, shall not be considered a layoff.

9.7 Layoff Notice

In every case of layoff of a permanent employee, the department head shall, at least five days before the date thereof, give written notice to the employee and the director and certify to the director the reasons for such layoff. In any case where a department head refuses to certify, or fails to certify before the effective date of such layoff, that the layoff was for reasons not reflecting discredit on the employee, it shall be deemed a dismissal and shall be subject to the provisions of Section 8.4. In every case of layoff of a probationary employee, the department head shall give written notice to the director and the employee. Such notice shall not be subject to the five-day requirement applicable to employees who have permanent county status.

In the case of seasonal, intermittent, part-time, or other occasional employment of employees with status, the department head may indicate to the employee and the director at the time of appointment the approximate date or working conditions that will cause termination of employment and such notice shall be considered to meet the requirement of this section.

9.8 Demotion

A department head may demote an employee for inefficient performance of his duties, for disciplinary reasons, or for other just causes.

A permanent employee shall, before the action is taken, be furnished with a statement in writing setting forth the reasons for the demotion. He shall be permitted five days' time to reply thereto, in writing or upon request, to appear personally and reply to the head of the department. A copy of the statement and the employee's reply, if any, shall be filed with the director prior to the effective date of the demotion. The permanent employee upon written request may demand a hearing before the Board in accordance with Section 11.2.

At any time during the probationary period a department head determines that the employee's performance does not meet work standards, he may demote the employee, to his former class, except that no employee serving a probationary period following his transfer or promotion shall be demoted except for just cause or with his consent during the first 30 calendar days of the probationary period.

Seniority of an employee in the class to which he is demoted shall be limited to service in the department or organization unit and shall consist of the combined total of his prior seniority in the class to which demotion occurs in all higher classes and in all other classes which the director determines to be sufficiently similar to the class to which demotion occurs.

Any permanent or probationary employee about to be laid off may be demoted to replace any employee with less seniority in the next lower class in which he previously served unless he elects to be laid off. In either event, the name of such employee shall be placed on an appropriate lay-off list.

A department head with the consent of the affected employee may demote in lieu of layoff a permanent or probationary employee not covered by the preceding provision. Such action shall not entitle the employee to a hearing in the demotion, but his name shall be placed on the lay-off list for the class from which he was demoted. No employee so demoted shall displace a permanent or probationary employee, except in order of seniority as determined under this section.

9.9 Dismissal

Employees who do not have permanent status may be dismissed at any time at the discretion of the department head, except those serving the first 30 calendar days of a probationary period following a transfer or promotion. No employee who has permanent status shall be dismissed from his position except for just cause. A permanent employee shall before the action is taken be furnished with a statement in writing, setting forth the reasons for the dismissal. He shall be permitted five days' time to reply thereto in writing or upon request to appear personally and reply to the head of the department. A copy of the statement and employee's reply, if any, shall be filed with the director prior to the effective date of the dismissal. Any such employee who is dismissed may demand a hearing before the Board in the manner prescribed by Section 11.2. Any employee who wilfully practices, or attempted to practice, any deception or fraud in his application, in his certificate, or in securing his eligibility or appointment shall, upon discovery and proof thereof, be discharged.

Charges alleging such deception or fraud may be initiated by the department head in which the employee is working at the time or by the director in conformity with the provisions of the plan relating to notice of discharge and hearing before the Board.

Any employee found intoxicated while at work, charged with a felony, involved in a crime of moral turpitude, or other gross misconduct may be dismissed without prior notice. Should subsequent investigation prove that the employee is not guilty of the charge, the employee concerned shall be reinstated to his former position with all rights and pay restored that would have occurred had he not been dismissed.

SECTION 10

REINSTATEMENT

10.1 Reinstatement from Leave of Absence

In accordance with the personnel plan, an employee granted leave of absence must be returned to his employment at the expiration of his leave, unless the position he occupied has been abolished and no person with less seniority is employed in the same class in the same department or organization unit at the date of expiration of the leave. Subject to the same exception, such employee may be returned to his employment at any time prior to the expiration of his leave by the action of the department head in filing

written notice of such action with the director.

The name of a permanent or probationary employee who is laid off prior to the expiration of his leave because of abolition of his position as provided above shall be placed on the layoff list with all rights and privileges of other accorded employees by Section 9.4.

10.2 Reinstatement after Resignation or Expiration of Leave of Absence

Upon written approval of the director, a department head may reinstate a former probationary or permanent employee to a position in his former class within one year of the date of resignation or expiration of leave of absence. Seniority upon reinstatement shall be calculated as provided in Section 10.3. No such former employee shall be reinstated directly as provided in this section if a layoff list exists for the class and department or organization unit.

10.3 Restoration of Seniority

An employee who has been employed continuously by the county and who voluntarily left employment in one department to enter employment in another department of the county shall have the seniority at the time of termination of services in the first department or organization unit reinstated upon his re-employment in that department or organization unit.

Seniority of a former employee who is reinstated shall begin on the date of re-employment in the county service, provided that re-employment is in the department or organization unit from which the termination of services was effected. The seniority at the time of termination shall be restored upon written request of the department head.

SECTION 11 APPEALS, INVESTIGATIONS, AND HEARINGS

11.1 Appeal from Reclassification of Positions

Any permanent employee whose position is reclassified, upon written request made within thirty calendar days of the date of notice of reclassification of the position, shall be entitled to appeal the action to the director.

Each appeal submitted under this section shall include a statement of the basis for the appeal and any exhibits or written material setting forth all facts, additional to those constituting a part of the personnel files and records, which the employee desires to have considered by the director.

11.2 Appeals from Dismissal, Reduction in Pay, Demotion, or Suspension

Any permanent employee who is removed, discharged, or suspended without pay for more than 30 days in any 12 months or reduced in pay or position may appeal to the Board within 30 days after such action is taken. Upon such appeal, both the appealing employee and the department head whose action is reviewed shall present evidence in writing to the Board.

11.3 Other Appeals and Investigations

The director shall receive and consider any protests and any other matters concerned with the administration of this plan. On the basis of such protests or on his own initiative, he shall make such investigation as he deems desirable concerning all matters touching the enforcement and effect of the provisions of the personnel plan as established.

The Board shall receive and consider any protest by an employee or department head in any matter concerned with the administration of this plan and, after such investigation and hearing as the Board may deem desirable, shall indicate to the director such remedial action as it may deem warranted.

11.4 Hearings

All hearings held under the provisions of this plan shall be public and shall not be subject to the technical rules of evidence. The Board shall determine the time and place of the hearing.

In hearings requested by employees against whom disciplinary action has been taken, the burden of proving the reasonableness of such action shall be upon the department head initiating such disciplinary action. In all other hearings the burden of proof shall be upon the party requesting the hearing.

If the Board finds that the action complained of was taken by the department head for any political, racial, or religious reasons, or if the Board found that there were no reasonable grounds for institution of dismissal proceedings, the employee shall be reinstated at once to his former position and all wages and other benefits lost during his time off shall be reinstated to his credit. In all other cases, the findings and recommendations of the Board shall be submitted to and considered by the department head who not later than 30 days after receipt of such findings and recommendations may reinstate the employee with or without pay for the period of suspension or otherwise modify his original decision of suspension, demotion, or discharge.

If in the judgment of the Board disciplinary action taken against an employee appears to be appropriate but the specific action taken by a department head appears to be inappropriate, the Board may modify such action and notify the department head and employee concerned of the appropriate action to be taken within five days of the date of its decision.

SECTION 12

RULES OF CONDUCT

12.1 Compliance of Officers and Employees with the Plan

All officers and employees of the county shall conform to, comply with, and aid in all proper ways in carrying into effect the provision of this plan. Any willful violation of this plan by employees of the county shall be deemed insubordination and subject to disciplinary action by the Board.

12.2 Violations and Penalties

Any county employee or applicant for county position who:

- willfully or corruptly, by himself or in cooperation with one or more persons, defeats, deceives, or obstructs any person with respect to this right of examination of application according to this plan,

- willfully or corruptly shall appoint to a position in the county services or dismisses, suspends, or reduces in rank or pay any employee from any position in the county service otherwise than in compliance and in conformity with the provisions of this plan,

- willfully or corruptly refuses or neglects otherwise to comply with or conform to the provisions of this plan or violate any of these provisions, shall be subject to discipline in accordance with judgments made by the Board.

12.3 General Rules of Conduct

- Except as otherwise authorized or provided for by this plan, no employee under the county Board shall have any substantial interest, direct or indirect, or engage in any business or transaction or professional activity, or incur any obligation of any nature which is in conflict with the proper discharge of his duties in the public interest.

- No employee of the county should use his position to secure special privileges or exemptions for himself or others.

- No employee of the county should directly or indirectly receive or agree to receive any compensation, gift, reward, or gratuity from any source except Hennepin County, for any matter or proceeding connected with or related to the duties of such employee unless otherwise provided for by this section. However, honoraria or expenses paid for papers, talks, demonstrations, or appearances made by employees on their own time

shall not be deemed a violation of this section provided such activity is approved by the department head.

- No employee of the county should accept other employment which may reasonably be expected to impair his independence of judgment in the exercise of his official duties.

- No employee of the county should act as an agent or attorney for the prosecution of any claim before any court, commission or other tribunal against the county, nor should he aid or assist in the prosecution or support of any such claim otherwise than in the proper discharge of his official duties, nor receive any gratuity or any share or interest in any such claim. Nothing in this section shall be construed to prevent such employee from pursuing any such claim in his own behalf.

- No employee of the county should accept employment or engage in any business or professional activity which he might reasonably expect would require or induce him to disclose confidential information acquired by him by reason of his official position.

- No employee of the county should disclose confidential information gained by him by reason of his official position, nor should he otherwise use such information for his personal gain or benefit.

12.4 Outside Employment

Each department head shall determine, prescribe, and designate those classes of employment or those positions in which employees under his jurisdiction shall be required to obtain prior departmental approval before engaging in any other employment, activity, or enterprise for private gain.

In determining whether such outside employment or activities for private gain constitute a conflict of interest with public duties or inconsistent or incompatible with public employment, the following such activities or employment should be considered:

- The use for private gain or advantage of county time, facilities, equipment and supplies, or the badge, uniform, prestige or influence of county employment.

- Receipt or acceptance by the employee of any money or other considerations from anyone other than the county for the performance of an act which the employee would be required or expected to perform in the regular course or hours of his county employment or as a part of his duties as an employee.

- The performance of an act in other than his capacity as employee which act may later be subject directly or indirectly to the control, inspection, review, audit, or enforcement by such employee for the department by which he is employed.

12.5 Political Activity

No person holding any office, place, or position of employment in the county service shall be under any obligation to contribute to the political service or fund or to any person or body whatever and no person shall be removed, reduced, or otherwise prejudiced for refusal to do so.

Any person in the county service who desires to become a candidate for public office shall obtain a leave of absence two weeks prior to a primary election and 30 days prior to the time of the general election, and shall resign upon being elected to any public office in which he may receive remuneration of \$100.00 or more per year. This action shall not apply to any employee who was elected or is seeking re-election to any public office on or prior to the date of the approval by the Board of this plan.

12.6 Release of News Information

No employee shall give any information to any person(s) who may want to use such information for publication in any newspaper, on radio or television, without delegation by or permission of the department head.

The rules of conduct set forth above shall be deemed conditions of employment in the county service and violation of this plan of conduct may constitute just cause for disciplinary action or dismissal.

SECTION 13

GRIEVANCE PROCEDURE

13.1 Objective

In order to provide an orderly means for considering and resolving grievances and problems relating to the conditions of employment in the county service, this procedure is established. This procedure does not displace, deny, or modify any of the rights, privileges, or remedies granted to an employee or department head by the personnel plan. The word "grievance" shall mean a complaint or a view or an opinion to employment conditions or relationships or their betterment for which solution or redress is not provided by the personnel plan. An employee shall be any permanent employee or group of permanent employees or their representatives. An employee who shall file a grievance in writing shall do so with freedom from coercion, reprisal, and discrimination.

13.2 Presentation of Grievance

a. Informal

Grievances that are of a specific nature shall be presented by the employee to his immediate supervisor and a mutual agreement shall be reached within five (5) working days.

b. Formal

If the grievance is not mutually resolved, the nature of the grievance and the desired solution shall be submitted in writing by the employee to his department head or the department head's designated representative. In addition, when the employee concerned is a member of a union, he may call upon the services of his union to represent him in presentation of the grievance to the department head or the department head's designee. The department head shall arrange for a meeting of the parties concerned and be responsible for settling the grievance and shall inform the employee of his decision in writing within ten (10) working days following receipt of the grievance. In the event union representatives have taken part in the presentation of the grievance, the department head or the designee shall inform the union representative as well as the employee of his decision.

c. Grievance Appeal

If the disposition of the grievance by the department head or his designee is not satisfactory to the employee or a decision is not made within ten (10) working days, the employee may in writing request his department head to refer his grievance to the personnel director. This request must be filed by the employee within five (5) working days following receipt of the department head or his designee's decision. If the employee is a member of the union, a copy of this request shall be forwarded immediately by the employee to the proper union officer.

d. Action of Personnel Director

When the director receives a notice from an employee that a solution of a grievance is not satisfactory, he shall obtain a statement from the employee or his representative setting forth the basis for the appeal and, from the department head, the factors considered by him, together with his decision. The director shall consider the information presented to him together with any subsequent investigation or hearing he may deem necessary. The director shall complete such

review within a reasonable period of time and notify the department head in writing within five (5) days of completion of the review of his findings and recommendations.

Upon receipt of the director's findings and recommendations, the department head shall within a period of five (5) days notify all parties concerned in writing the course of action he intends to follow.

e. Decision of the Board

If the solution advanced by the department head is not satisfactory, the employee may in writing request the Board to review the grievance. This request must be made within five (5) working days following the receipt of the department head's decision. The Board will then take whatever steps they deem necessary to resolve the grievance and will notify the employee and the department head. The decision of the Board will be final.

SECTION 14

CAR ALLOWANCE AND TRAVEL AUTHORIZATION

14.1 Automobile Allowance

Employees required to use their personal cars while engaged in county work shall be entitled to reimbursement subject to the approval of the department head. Employees so authorized may be reimbursed for the use of their cars on the following basis:

a. A straight mileage allowance of 7½¢ per mile.

b. An allowance of \$1.50 per day for each day the employee's car is officially used where the employee must incur parking expenses. This base allowance shall not be paid for more than twenty (20) days in each month. A minimum allowance of \$20.00 per month for each employee required to have his car available for such business shall be based on a minimum of seven separate identifiable trips each month. If this base allowance is paid, it shall be in addition to a mileage allowance which shall not exceed 7½¢ per mile for the first 500 miles in any one month and 5½¢ per mile thereafter.

14.2 Insurance Reimbursement

Insurance reimbursement shall be made to employees required to use their personal cars while engaged in official county work. Such use of personal cars must be approved by the department

head, and employees using their cars for such county business must carry \$100,000/\$200,000 bodily injury liability insurance. When use of a personal car is required in the performance of official duties on a full-time basis, the county shall reimburse the employee in the amount of \$22.00 on annual premiums paid. When use of a personal car is required in the performance of official duties on a part-time basis, the county shall reimburse the employee in the amount of \$11.00 on annual premiums paid.

14.3 Travel Authorization and Reimbursement

Permanent employees may be authorized to attend institutes, meetings, or training sessions in accordance with Section 8.10b. Such travel is reimbursable on the following basis:

a. Employees may be reimbursed for the total cost less tax of transportation by airline or railroad. Employees traveling by airline must use tourist accommodations when available. Should tourist accommodations not be available, first-class accommodations may be authorized. Employees traveling by railroad may travel first class, which shall include lower berth or roomette in case of overnight travel. Reimbursement will also be made for reasonable expenses such as baggage and cab fare incurred in traveling to and from transportation terminals. Reimbursement to employees using their personal automobiles in traveling will be paid at the rate of first-class rail fare less tax. When two or more employees are traveling in one car, reimbursement shall be made to one employee.

b. Employees will be reimbursed for reasonable hotel and motel accommodations consistent with the facilities available.

c. Reimbursement will be made for registration fees.

d. Meals and other incidental expenses in conjunction with such meeting or convention shall be reimbursed up to \$10.00 per day.

Employees shall file with the expense account report receipts for railroad or airline fares, hotel or motel accommodations and other items of expense except such items as meals, baggage and cab fare.

Employees may be authorized expenses and leave time for travel the day prior to the day following institute or meeting date(s).

HOURLY EMPLOYEES		
Hourly Rate	Class	
\$3.22	Equipment Operator 1	
3.49	Equipment Operator 2	
3.54	Equipment Operator 3	
3.79	Equipment Operator 4	
3.35	Highway Maintenance Man 1	
3.79	Highway Maintenance Man 2	
2.86	Janitor-Watchman	
3.08	Laborer	
3.92	Chief Mechanic	
3.33	Mechanic 1	
3.76	Mechanic 2	
2.57	Mechanic Helper	
3.39	Signman	
1.98	Student Laborer	
HENNEPIN COUNTY CLASSIFICATION PLAN WITH PROPOSED 3% ADJUSTMENT		
Range	Salary	Class
7	\$331-5396	Account Clerk 1
15	420-502	Account Clerk 2
18	459-549	Administrative Analyst
27	599-716	Administrative Assistant
20	487-582	Administrative Secretary
14	408-487	Admitting Worker 1
23	533-636	Admitting Worker 2
14	408-487	Ambulance Driver-Attendant 1
17	446-533	Ambulance Driver-Attendant 2
21	502-599	Ambulance Service Foreman
64	1789-2136	Anesthesiologist
18	459-549	Appraiser 1
23	533-636	Appraiser 2
28	617-737	Appraiser 3
21	502-599	Appraiser Statistician
55	1371-1637	Assistant Chief of Service
44	990-1182	Assistant County Engineer
28	617-737	Assistant Shop Foreman
34	737-880	Assistant Supervisor of Assessments
34	737-880	Assistant Budget and Purchasing Director
34	737-880	Assistant Maintenance Superintendent
54	1331-1589	Assistant Medical Director
20	487-582	Assistant Veterans Service Officer
62	1686-2014	Associate Anesthesiologist
35	758-906	Associate Hospital Administrator 1
46	1051-1254	Associate Hospital Administrator 2
62	1686-2014	Associate Pathologist
62	1686-2014	Associate Radiologist
51	1217-1454	Budget and Purchasing Director
30	655-782	Budget Examiner
19	473-565	Buyer 1
23	533-636	Buyer 2
25	565-675	Carpenter
38	829-990	Central Mobile Equipment Division Superintendent
30	655-782	Central Services Supervisor
35	759-906	Chief Assistant Maintenance Superintendent
22	517-617	Chief of Party
61	1637-1955	Chief of Service 1
63	1737-2074	Chief of Service 2
1	276-331	Clerk 1
8	341-408	Clerk 2
15	420-502	Clerk 3
4	303-362	Clerk-Stenographer 1
10	362-433	Clerk-Stenographer 2
15	420-502	Clerk-Stenographer 3
3	294-351	Clerk-Typist 1
9	351-420	Clerk-Typist 2
15	420-502	Clerk-Typist 3
6	321-384	Cook 1
9	351-420	Cook 2
13	396-473	Cook 3
21	502-599	Cost Clerk
47	1083-1292	County Engineer
51	1217-1454	County Highway Administrator
47	1083-1292	County Surveyor
39	854-1020	Data Processing Coordinator
6	321-384	Dental Assistant
18	459-549	Dietitian 1
25	565-675	Dietitian 2
13	396-473	Dispatcher 1
17	446-533	Dispatcher 2
21	502-599	Dispatcher 3
19	473-565	Draftsman 1
22	517-617	Draftsman 2
9	351-420	Duplicating Machine Operator
26	482-695	Electrician
10	362-433	Electrocardiograph Technician
10	362-433	Electroencephalograph Technician
3	294-351	Elevator Operator
27	599-716	Engineer 1
30	655-782	Engineer 2
35	759-906	Engineer 3
38	829-990	Engineer 4
41	906-1083	Engineer 5
16	433-517	Engineering Aide 1
19	473-565	Engineering Aide 2
22	517-617	Engineering Aide 3
25	565-675	Engineering Aide 4
28	617-737	Engineering Aide 5
3	294-351	Food Service Worker 1
6	321-384	Food Service Worker 2
28	617-737	General Foreman
28	617-737	Highway Foreman
22	517-617	Hospital Administrative Assistant
57	1454-1737	Hospital Administrator
34	737-880	Hospital Controller
14	408-487	Hospital Housekeeper 1
23	533-636	Hospital Housekeeper 2
18	459-549	Hospital Librarian
6	321-384	Hospital Orderly
27	599-716	Hospital Personnel Officer

22	517- 617	Instrumentman (Remonumentation)
5	312- 373	Key Punch Operator 1
9	351- 420	Key Punch Operator 2
4	303- 362	Laboratory Utility Worker 1
6	321- 384	Laboratory Utility Worker 2
29	636- 759	Land Commissioner
19	473- 565	Laundry Supervisor
9	351- 420	Laundry Washman 1
12	384- 459	Laundry Washman 2
3	294- 351	Laundry Worker 1
6	321- 384	Laundry Worker 2
7	331- 396	Licensed Practical Nurse
3	294- 351	Maid 1
5	312- 373	Maid 2
14	408- 487	Maintenance Mechanic
41	906-1083	Maintenance Superintendent
9	351- 420	Meatcutter
65	1843-2200	Medical Director
55	1371-1637	Medical Director - Chest Clinic
46	1051-1254	Medical Instructor
15	420- 502	Medical Laboratory Technician
18	459- 549	Medical Records Librarian 1
24	549- 655	Medical Records Librarian 2
18	459- 549	Medical Technologist 1
24	549- 655	Medical Technologist 2
12	384- 459	Morgue Attendant
25	565- 675	Nurse Anesthetist
4	303- 362	Nurses Aide
22	517- 617	Office Manager
10	362- 433	Occupational Therapist-Assistant
23	533- 636	Painter
64	1788-2136	Pathologist
24	549- 655	Personnel Assistant
34	737- 880	Personnel Director
27	599- 716	Pharmacist 1
31	675- 805	Pharmacist 2
17	446- 533	Pharmacist Assistant
21	502- 599	Photographic Coordinator
12	384- 459	Photographic Technician
18	459- 549	Physical Therapist 1
24	549- 655	Physical Therapist 2
13	396- 473	Physical Therapist Assistant
24	549- 655	Plant Maintenance Engineer
26	582- 695	Plumber
21	502- 599	Printer Technician
34	737- 880	Property Manager-Appraiser
17	446- 533	Public Health Nurse 1
25	565- 675	Public Health Nurse 2
41	906-1083	Property Supervisor
23	533- 636	Purchasing Coordinator
64	1788-2136	Radiologist
13	396- 473	Registered Nurse 1
17	446- 533	Registered Nurse 2
22	517- 617	Registered Nurse 3
25	565- 675	Registered Nurse 4
30	655- 782	Registered Nurse 5
14	408- 487	Residence Director
20	487- 582	Right-of-Way Negotiator 1
27	599- 716	Right-of-Way Negotiator 2
33	716- 854	Right-of-Way Negotiator 3
19	473- 565	Rodman-Chairman (Remonumentation)
2	285- 341	Seamstress
30	655- 782	Shop Foreman
28	617- 737	Signal Foreman
33	716- 854	Signal Engineer
27	599- 716	Sign Foreman
22	517- 617	Social Worker 1
24	549- 655	Social Worker 2
25	617- 737	Social Worker 3
33	716- 854	Social Worker 4
21	502- 599	Stationary Engineer 1
24	549- 655	Stationary Engineer 2
8	341- 408	Storekeeper 1
13	396- 473	Storekeeper 2
23	533- 636	Stores Supervisor
47	1083-1292	Supervisor of Assessments
15	420- 502	Tax Clerk 1
18	459- 549	Tax Clerk 2
9	351- 420	Telephone Operator 1
10	362- 433	Telephone Operator 2
11	373- 446	Tissue Technician
10	362- 433	Utility Man
8	341- 408	Utility Worker 1
11	373- 446	Utility Worker 2
36	782- 933	Veterans Service Officer
7	331- 396	Wall Washer
19	473- 565	Water Patrol Deputy
21	502- 599	Weed Inspector
9	351- 420	Window Washer
12	384- 459	X-Ray Technician 1
23	533- 636	X-Ray Technician 2
23	533- 636	Yard Supervisor

Commissioners Ainsworth, Matthews, Scott, Swanson, and Hanson offer the following Resolution and move its adoption:

WHEREAS, it has become necessary to expedite the satisfaction of technical requirements by various licensing and permitting agencies relating to the operations of Hennepin County General Hospital;

NOW THEREFORE BE IT RESOLVED, that Owen B. Stubben, currently Administrator Designate and officially designated as Administrator per se effective January 1, 1964, shall have the necessary authority to execute appropriate applications, notices, letters, writings, and papers, and to do all necessary related acts for the Hennepin County General Hospital in dealings with various official agencies of the several levels of government and others in connection with matters relating to the laws and regulations pursuant thereto.

The question was on the adoption of the resolution and there were five YEAS and no NAYS, as follows:

AINSWORTH Yea

MATTHEWS Yea

Mrs. SCOTT Yea

SWANSON Yea

CHAIRMAN HANSON Yea

Resolution adopted.

12-17-63

Commissioner Ainsworth offered the following resolution, and moved its adoption:

WHEREAS, Fred B. Olson has made an application to repurchase the tax-forfeited land therein described pursuant to Section 282.241, of Minnesota Statutes, which said land is situated in Hennepin County and is described as follows, to-wit:

Lots 13A and 13B, Brookton; in
the Village of Mound;

and

WHEREAS, The Land Commissioner has recommended that said application be granted; and

WHEREAS, This Board has duly considered said application and all evidence submitted in connection therewith and the recommendation of the Land Commissioner thereon:

NOW, THEREFORE, BE IT RESOLVED, That this Board does hereby determine that by permitting such repurchase undue hardship and injustice resulting from the forfeiture of said land to the state will be corrected, and that permitting such repurchase will promote the use of such lands that will best serve the public interest, and that therefore, such repurchase be and the same is hereby permitted and that said application be and the same is hereby granted.

The question was on the adoption of the resolution, and the roll being called, there were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Matthews offered the following resolution and moved its adoption:

BE IT RESOLVED, That the following named persons in the Hennepin County Department of Court Services, eligible to claim \$20.00 a month as transportation allowance in addition to the regular per mile reimbursement as provided by Chapter 796, Laws of Minnesota 1955, and Board policy adopted August 23, 1955, and amended on May 8, 1962, and August 27, 1963, be removed from said list effective on the date shown:

Esther Naus December 1, 1963
Diane Pennington January 1, 1964

The question was on the adoption of the resolution, and there were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Matthews offered the following resolution and moved its adoption:

BE IT RESOLVED, That the applications of the following named persons for admission to Glen Lake State Sanatorium, pursuant to M.S. 1957, Section 251.02 or 251.03, be approved:

Michael Joseph Goose
317 24th Avenue North, Minneapolis

Alice Vraalstad
51 North 15th Street, Minneapolis

Wesley Perry
1036 North 4th Street, Minneapolis

The question was on the adoption of the resolution, and there were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Swanson offered the following resolution
and moved its adoption:

BE IT RESOLVED, That pursuant to the recommendation from
Kent B. Youngdahl, County Highway Administrator, Robert F. Fitzsimmons,
County Auditor, be directed to set aside from the Municipal County Aid
Fund the amount of \$509.63 to the Village of Greenwood for the improvement
of certain streets within their village limits, said money to be payable
upon final inspection of the improvement.

The question was on the adoption of the resolution and there
were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Ainsworth offered the following resolution and moved its adoption:

WHEREAS, The Village of Excelsior became the owner of certain tax-forfeited lands by deed of conveyance from the State of Minnesota to said Village of Excelsior, dated January 6, 1947. which said land is situated in the County of Hennepin and State of Minnesota and is described as follows, to-wit:

Lots 223, 225, 243, 280 and 313, Auditor's
Subdivision Number 135, Hennepin County,
Minnesota, Village of Excelsior;

and

WHEREAS, said conveyance was conditioned upon the continued use of said tax-forfeited lands for the following public purpose stated therein, namely, park purposes; and

WHEREAS, The Village of Excelsior has by resolution duly adlpted on the 26th day of November, 1963, determined that the use of said described lands be changed to another public purposes, namely, sewage aeration and detention ponding in connection with an improvement of village sewage disposal system, and therefore, acting pursuant to Minnesota Statutes 1949, Section 282.01, Subd. 1 as amended by Laws 1953, Chapter 144 has made application for approval of said change of public purpose, and that said resolution and application have been examined by the County Board of Hennepin County;

NOW, THEREFORE, BE IT RESOLVED, By the County Board of Hennepin County, pursuant to the provisions of Minnesota Statutes 1949, Section 282.01, Subd. 1 as amended by Laws 1953, Chapter 144, that the change of use of tax-forfeited land as set forth in said resolution be and the same is hereby approved.

The question was on the adoption of the resolution, and the roll being called, there were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Swanson offered the following resolution
and moved its adoption:

BE IT RESOLVED, That pursuant to recommendation from Kent B.
Youngdahl, County Highway Administrator, the division of cost agreement
between the County of Hennepin and the Village of Edina covering the
operation of a traffic control signal at the junction of County State Aid
Highway No. 18 and Trunk Highway No. 169 be approved; and

That the Chairman of the County Board be directed to sign said
agreement in behalf of the County of Hennepin.

The question was on the adoption of the resolution, and there
were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Swanson offered the following resolution and moved its adoption:

BE IT RESOLVED, That the warranty deed from Everett Robertson and Alphilda Robertson, husband and wife, conveying to Hennepin County, Minnesota, for the sum of \$1,700.00, buildings and land described as

Lots 3 and 4, Block 9, J. F. Lyons 3rd Addition, necessary for the construction of County State Aid Highway No. 18, Project No. 5825, be accepted and recorded; and

That the attached claims in said total amount of \$1,700.00, be approved and ordered paid from the Road Construction Fund (Chap. 598).

The question was on the adoption of the resolution, and there were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Swanson offered the following resolution and moved its adoption:

BE IT RESOLVED, That the warranty deed from Everett C. Robertson, also known as Everett Robertson and Everrt Robertson, and Alphilda Robertson, husband and wife, conveying to Hennepin County, Minnesota, for the sum of \$7,800.00, buildings and land described as

Lots 5, 6, 7, 40, 41, 42, 43, 44, 45 and 46, Block 9,
J. F. Lyons 3rd Addition,

necessary for the construction of County State Aid Highway No. 18, Project No. 5825, be accepted and recorded; and

That the attached claims in said total amount of \$7,800.00, be approved and ordered paid from the Road Construction Fund (Chap. 598).

The question was on the adoption of the resolution, and there were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Swanson offered the following resolution and moved its adoption:

BE IT RESOLVED, That the warranty deed from George E. Wiard and Catherine M. Wiard, husband and wife, conveying to Hennepin County, Minnesota, for the sum of \$28,500.00, buildings and land described as

Lot 11, Block 1, Franklin Nursery's Third Addition to Minneapolis,

necessary for the construction of County State Aid Highway No. 62, Project No. 5817, be accepted and recorded; and

That the attached claims in said total amount of \$28,500.00, be approved and ordered paid from the Road Construction Fund (Chap. 598).

The question was on the adoption of the resolution, and there were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Swanson offered the following resolution, and moved its adoption:

WHEREAS, The County of Hennepin was given certain slope easements within restrictions dated March 24, 1955, filed for record March 25, 1955, as Document No. 455035; and

WHEREAS, It has been determined that the County of Hennepin does not need slope easements over the rear 25 feet of Lot 10, Block 3, Westdale;

NOW THEREFORE, BE IT RESOLVED, That the County of Hennepin convey by Quit Claim Deed any and all interest it has acquired in Lot 10, Block 3, Westdale for slope easement purposes as set forth in Document No. 455035 to Donald O. Henke and Janet R. Henke, husband and wife, as joint tenants, the present owners of said lot; and

BE IT FURTHER RESOLVED, That the Chairman of the County Board and the County Auditor be authorized to sign the Quit Claim Deed on behalf of Hennepin County.

The question was on the adoption of the resolution, and there were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Swanson offered the following resolution and moved its adoption:

WHEREAS, The County of Hennepin has acquired the right to construct and maintain certain snow fence easements adjacent to County State Aid Highway No. 6 as the same is located within the property hereinafter described, and

WHEREAS, It has been determined that The County of Hennepin has no longer any need to construct or maintain any of the snow fences as hereinafter described,

NOW THEREFORE, BE IT RESOLVED, That The County of Hennepin does hereby remise, release and forever quit claim unto the owners of the following described land, the easements to construct and maintain snow fences adjacent to County State Aid Highway No. 6 over, upon and across the surface of the following described premises, situated in the County of Hennepin, State of Minnesota, to-wit:

South 1/2 of Section 30, Township 118 North, Range 22 West,
and South 1/2 of Sections 25, 26, 27 and 28, all in
Township 118 North, Range 23 West.

The question was on the adoption of the resolution and the roll being called, there were: 5 YEAS and no NAYS, as follows:

AINSWORTH Yea

MATTHEWS Yea

Mrs. SCOTT Yea

SWANSON Yea

CHAIRMAN HANSON Yea

Resolution adopted.

Commissioner Matthews offered the following resolution, and moved its adoption:

BE IT RESOLVED, That pursuant to his request, Robert F. Fitzsimmons, County Auditor, be directed to transfer the sum of \$336.54 from the Emergency Fund to the Superintendent of Schools appropriation.

The question was on the adoption of the resolution, and there were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Matthews from the Committee on Ways and Means presented the following report:

Your committee recommends that the following specifications be approved:

Contract No.	Specifications	Department
128	Rotary calculating machines	Various
443	Grand-master key system	General Hospital
75	Purchase and removal of Burroughs Sensimatic Bookkeeping Machine	
129	Public Liability & Malpractice Insurance	Hennepin County
76	General construction	Home School for Boys
77	Electric construction	Home School for Boys
78	Well construction	Home School for Boys
79	Mechanical construction	Home School for Boys

and

That Stanley R. Cowle, Purchasing Agent, be directed to advertise for bids on the above specifications, bids to be opened on Monday, December 30, 1963, at 10:15 o'clock A.M.

Respectfully submitted,

Mrs. I. G. Scott

[Signature]

George W. Matthews

Edward Bohannon

[Signature]

Commissioner Ainsworth offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Matthews from the Committee on Ways and Means presented the following report:

Your committee recommends that the bond of Anderson Aggregates, Inc., for furnishing sand to the Hennepin County Highway Department for 1964, Contract No. 402-66, be approved, it having been written by the St. Paul Fire and Marine Insurance Company, a Minnesota corporation, in the sum of \$850.00; and

That the bond of Cargil Incorporated for furnishing rock salt to the Hennepin County Highway Department during the year 1964, Contract No. 401-68, be approved, it having been written by the St. Paul Fire and Marine Insurance Company, a Minnesota corporation, in the sum of \$25,300.00; and

That the bond of Dickey and Shaver, Inc., for furnishing gasoline, oil and greasing services to Hennepin County at service station level for 1964, Contract No. 40-405-31, be approved, it having been written by the Aetna Insurance Company, a Connecticut corporation, in the sum of \$3,600.00; and

That the bond of Landers-Norblom-Christensen Co. for furnishing sand to the Hennepin County Highway Department for 1964, Contract No. 401-66, be approved, it having been written by the St. Paul Fire and Marine Insurance Company, a Minnesota corporation, in the sum of \$3,300.00; and

That the bond of Material Supply Corporation for furnishing calcium chloride for 1964 to the Hennepin County Highway Department, Contract No. 402-68, be approved, it having been written by the Federal Insurance Company, a New Jersey corporation, in the sum of \$19,075.50; and

That the bond of Paper, Calmenson and Company for furnishing blades (grader, one-way, snow plow, wing, and bucket) to the Hennepin County Highway Department (CMED) for 1964, Contract No. 40-401-30, be approved, it having been written by the Federal Insurance Company, a New Jersey corporation, in the sum of \$12,580.36.

Respectfully submitted,

Mrs. J. G. Scott

George W. Matthews

Robert J. Hansen

[Signature]

Edward B. Brown

Commissioner Swanson offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

FOUR STAR BOND
SOUTHWORTH CO. U.S.A.
25% COTTON FIBER

Commissioner Ainsworth from the Committee on Taxes presented the following report:

Your committee recommends that the following applications for abatement of assessments and correction of taxes be approved and forwarded to the Commissioner of Taxation for consideration:

Name	Tax	Penalty
	\$	\$
Nels C. Anderson.	47.90	- - -
Nels C. Anderson.	28.70	- - -
A. F. Hegerle	137.44	- - -
Martin Heinen	9.46	- - -
Mrs. William J. Mann.	75.10	- - -
Henry J. Milless.	67.56	32.17
Anna Neubauer	83.82	9.29
Fred J. Segner.	45.30	18.74
Alvin R. and Bernice H. Witt. . .	159.54	43.23
Wonder Chemical Co.	49.31	8.16
Duane L. Devereaux.	- - -	29.54

Respectfully submitted,

Mrs. I. G. Scott

George W. Matthews

Rufus O. Hanson

Edward B. Swanson

Commissioner Swanson offered the following resolution and moved its adoption.

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Matthews from the Committee on Ways and Means presented the following report:

Pursuant to the resolution adopted by this Board on August 27, 1957, your committee recommends that the following claims against the Contributions and Awards Fund be approved and ordered paid:

Theodore Fladwood	Salary-Soil Conservation .	\$ 61.68
Marion W. Tyree	Salary-Soil Conservation .	81.00
Ditto	Service contract	44.50
General Service Administration -	Telephone services . .	69.57

Respectfully submitted,

Mrs. I. G. Scott

Matthews

George W. Matthews

Edward Swanson

Richard O. Hanson

Commissioner Mrs. I. G. Scott offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Matthews from the Committee on Ways and Means presented the following report:

Pursuant to a request from Stanley R. Cowle, Budget Director, your committee recommends that Robert F. Fitzsimmons, County Auditor, be directed to set aside the following sums to pay said claims from the Building and Equipment Fund:

1. Merz and Sons, for the installation of conduit for intercommunication locations, Hennepin County Highway Building, Hopkins (Change Order No. 4014) . . . \$ 135.00
2. T. M. Carlson and Sons, for the installation of towel bars, towel hooks and mirrors, Hennepin County Shelter Care Home (Change Order No. 8) \$ 240.17
3. Neil Building Maintenance, Inc., repairs of copings, reglets and flashings to the roof of the Home School for Boys \$ 310.27

Respectfully submitted,

Mrs. J. G. Scott Edward B. Hanson
George W. Matthews Richard C. Hanson

Commissioner Ainsworth offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Matthews from the Committee on Ways and Means presented the following report:

Your committee recommends that the following claims be approved and ordered paid:

Attorney Appropriation

Central Mobile Equipment Division - Equipment rental . . . \$ 130.00

Auditor Appropriation

American Lifhofold Corp.	Payroll registers.	189.23
Columbia Ribbon & Carbon Mfg. Co. - Ribbons.		18.50
Midwest Calculator Service Co.	Service.	6.50
Miller-Davis Co.	Cabinets, supplies	94.75
Office Controls, Inc.	Panels	69.09
R. L. Polk & Co.	Directory.	70.00
Robert J. Pugleasa Co.	Climber truck.	21.30
Thermo-Fax Sales	Copy belt.	7.50
Wendell Northwestern, Inc.	Stamp.	2.21

Book Repair Appropriation

Farnham's.	Twine.	4.33
Printers Supply Co.	Wire	3.55

Budget & Purchasing Appropriation

Albinson, Inc.	Reproductions.	1.40
Central Mobile Equipment Division - Equipment rental		95.00
Stanley R. Cowle	Mileage.	69.60
Anita Marie Klune.	Typing services.	97.44
Leo A. Mattson Co.	Overhauling typewriter	50.85
Minneapolis Suburban Newspapers	Advertisement	8.82
Minnetonka Herald.	Advertisement.	13.50
N.W. Bell Telephone Co.	Services	502.56
Public Personnel Assn.	Book	5.50

Budget and Purchasing Appropriation Cont.

Richfield News	Advertisement.	\$ 5.00
T. C. Assn. of Purchasing Agents - Membership dues		130.00

Clerk of District Court Appropriation

Central Services	Supplies	87.75
REA Express.	Express.	5.80

Medical Examiner Appropriation

Aloe Division-Brunswick Corp.	Liner bags	13.59
American Linen Supply Co.	Laundry.	15.27
Central Mobile Equipment Division - Equipment rental . . .		90.00
Central Services	Supplies	163.30
Gross Brothers-Kronicks.	Laundry	10.82
Home Portable X-Ray Service.	X-rays	100.00
Dr. Emerson E. Hoppes.	Mileage.	36.88
Dr. Harold A. Kaplan	Mileage.	51.32
Key Laboratories, Inc.	Services	660.00
Minneapolis Gas Co.	Gas.	9.70
Minneapolis Star & Tribune	Subscription	20.80
Minneapolis War Memorial Blood Bank - Autopsy.		15.00
Dr. Theo A. Peterson	Mileage.	77.42
Roff Trucking Service.	Service.	7.00
Dr. R. D. Sutherland	Mileage.	32.07

Commissioners Appropriation

S. E. Ainsworth.	Auto allowance	50.00
Richard O. Hanson.	Auto allowance	50.00
George W. Matthews	Auto allowance	50.00
Mrs. I. G. Scott	Auto allowance	50.00
Elwood B. Swanson.	Auto allowance	50.00

Commissioners Appropriation Cont.

Central Mobile Equipment Division - Equipment rental (Remonumentation) . . . \$	390.00
Central Services Supplies	26.61
Elwood B. Swanson. Registration fee	10.00

Home School for Boys Appropriation

Bill Adam.	Officiating.	20.00
American Fruit & Produce . . .	Groceries.	16.50
Aslesen Co.	Groceries.	269.25
Chanhassen Feed & Implement. .	Grind.	9.10
Doyle Lock Co.	Keys	2.80
Gamble-Robinson Co.	Groceries.	48.00
Farnham's	Desks, chairs, supplies. .	968.20
Home Gas Co., Inc.	Home gas	7.25
Johnson Produce Co.	Eggs	50.40
Lowe & Campbell Athletic Co. .	Supplies	23.23
McKesson & Robbins	Supplies	246.22
May Brothers	Groceries.	424.16
Minnesota Paper & Cordage. . .	Supplies	532.26
Minnetonka Record	Advertisement.	1.35
Northern States Power Co. . .	Service.	1.00
Oken's, Inc.	Groceries.	266.16
Ike Pesonen.	Officiating.	20.00
G. C. Peterson Machine Co. . .	Parts.	36.49
Saw Sharpening Service	Service.	11.25
Stark Electronics.	Supplies	9.52
Sunrise Food Products.	Chips.	18.00
20th Century Fox Film Corp. .	Films.	62.50

Home School for Boys Appropriation Cont.

Ward Transfer	Drayage.	\$ 21.18
Winship Frozen Foods.	Fish sticks.	55.09
Nancy Hall.	Mileage.	33.58
Henry W. Taxis.	Mileage.	29.53
Jerrold Winters	Mileage.	44.98

Juvenile Center Appropriation

American Fruit & Produce. . .	Groceries.	6.90
Aslesen Co.	Groceries.	42.35
Famous Foods.	Groceries.	11.00
Gamble-Robinson Co.	Groceries.	66.21
Johnson Produce Co.	Eggs	12.90
McKesson & Robbins.	Supplies	30.87
May Brothers Co.	Groceries.	136.35
Minneapolis Gas Co.	Gas.	276.19
Monarch Foods Division. . . .	Groceries.	60.05
R. A. Myers & Co.	Machine switch	6.10
Oken's, Inc.	Groceries.	144.93
Roff Trucking Co.	Service.	24.00
Sunrise Food Products	Chips.	13.35
Twin City Wholesale Drugs . .	Drugs.	80.38
The Vassar Corp.	Curlers.	6.64
Burton H. Cannon.	Mileage.	29.75
Gordon D. Nelson.	Mileage.	25.93
Edgar J. Robinson	Mileage.	29.90

Probation Officers Appropriation

Audio Electronics, Inc. . . .	Address system repair. .	22.60
John Bower.	Expenses	12.99

Probation Officers Appropriation Cont.

Columbia Building Maintenance, Inc. - Janitorial services - Contract.	\$	138.00
Farnham's	Supplies	5.60
Pacific Books, Publisher. . .	Book	2.10
Plymouth Youth Center	Canoe trip balance . . .	31.80
Social Casework	Advertisement.	16.50
Vocational's Task Force . . .	Stenographic services. .	276.76
Wahl & Wahl, Inc.	Transcribing machine, repairs.	323.21
Barbara Anthony	Mileage.	26.68
Sharon Barth.	Mileage.	37.48
Carol Bastie.	Mileage.	50.00
Perry R. Beggs.	Mileage.	12.60
Jesse D. Bell, Jr.	Mileage.	40.63
James E. Bergum	Mileage.	35.75
John Bridgeman.	Mileage.	26.15
Robert C. Brown	Mileage.	46.25
Mary Lee Coe.	Mileage.	27.35
Dwight E. Dale.	Mileage.	39.43
John Dosedel.	Mileage.	29.68
Adelaide Ferguson	Mileage.	29.38
William B. Henschel	Mileage.	31.70
Raymond Herje	Mileage.	59.80
Walter E. Hopkins	Mileage.	40.70
C. E. Hughes.	Mileage.	46.48
Darell Johnson.	Insurance refund	22.00
Wm. S. Kelley	Mileage.	33.80
Seppo V. O. Lahti	Mileage.	34.70

Probation Officers Appropriation Cont.

Carol Lindeman.	Mileage.	\$ 53.60
Charles Lindholm.	Mileage.	55.85
Sally Miller	Mileage.	31.78
Glenn J. Nelson	Mileage.	38.90
Diane Pennington.	Insurance refund	22.00
Charles E. Peterson	Mileage.	38.00
John M. Peterson.	Mileage.	43.03
Gary Phleger.	Mileage.	29.75
A. J. Pierce.	Insurance refund	22.00
R. H. Plaep	Mileage.	46.70
Jean Reys	Mileage.	55.18
Charles Russell	Mileage.	30.13
James T. Sarazin.	Mileage.	27.28
Samuel M. Siebert	Mileage.	39.88
Milton Shaskin.	Mileage.	76.35
Joseph P. Spano	Mileage.	33.88
Donald C. Spencer	Mileage.	28.70
Charles A. Thurston	Mileage.	36.95
Marjorie True	Mileage.	29.23
Owen Turnlund	Mileage.	30.20
Dale E. Van Laningham	Mileage.	29.82
Dorothy W. Watson	Mileage.	30.20
Harold W. Westerberg.	Mileage.	30.50
Edwin R. Wheeler.	Mileage.	32.08
Catherine Williams	Mileage.	25.33
Ervin R. Wismer	Mileage.	35.30
James A. Zuehl.	Mileage.	30.80

District Court Appropriation

Business Furniture, Inc.	Cabinets	\$ 287.50
Central Services.	Supplies	334.63
Fillmore & Bradbury	Flag	5.86
Marvin Law Book Co.	Books.	110.00
Minneapolis General Hospital. .	Clinics.	28.00
National Engraving Co.	Engraving.	80.00
Sterling Electric Co.	Clock.	7.61

Court Commissioner Appropriation

Glenwood Hills Hospital	Preliminary observations	640.00
Minneapolis General	Hospital care.	456.00
Minneapolis N. P. Clinic.	Preliminary observations	35.50
Clay County	Mental exams	78.75
Nicollet County	Mental exams	31.20
Steele County	Mental exams	75.30
Ramsey County	Mental exams	627.75
Winona County	Mental exams	71.05

Probate Court Appropriation

Business Furniture, Inc.	Desk	186.31
I.B.M. Corp.	Ribbons.	25.00
Itek Business Products Division	Paper-Contract	195.71

Register of Deeds Appropriation

Crown Rubber Stamp Co.	Repair numbering machine	11.10
Farnham's	Transfer binders	280.00
Leo A. Mattson Co., Inc.	Overhauling typewriter .	31.00

Noxious Weeds Appropriation

Ira McKown.	Mileage.	59.77
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Sheriff Appropriation

Central Services.	Supplies	\$ 79.90
Mac Andrews	Flashers, spotlights. . .	28.64
Miller-Davis Co.	Record book.	114.50
Minnesota Fire Equipment Co.	Boots.	104.96
Northern States Power Co. . .	Service.	13.98
Ed Ryan, Sheriff.	Conveying.	1,212.13
Twin City Stamp & Stencil Co.	Badge.	5.00

Sheriff-Radio Appropriation

Chippewa Springs Co.	Water	8.50
Columbia Building & Maintenance, Inc. -	Janitorial services- Contract.	163.00
Donnor Communications, Inc. .	Transmitters and receivers	45.50
Guntzel Plumbing & Heating Co.	Repair valve, etc. . . .	66.77
Theodore R. Kauffman Co. . .	Cleaning rags.	12.00
Mobile Radio Engineering. . .	Repairs.	192.94
Nicholas Serbanic	Janitorial services. . .	212.40

State Institutions Appropriation

Glen Lake State Sanatorium. .	Care of patients	28,298.71
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Supervisor of Assessments Appropriation

Globe Office Furniture Co. .	Desk	159.25
Marshall & Stevens Co. . . .	Handbook	15.00
Minnesota Assessors Association	membership dues.	15.00
N.W. Bell Telephone Co. . . .	Lease.	60.00
H. A. Rogers Co.	Ammonia.	1.50

Surveyor Appropriation

Warner Hardware Co.	Paint.	14.93
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Torrens Title Appropriation

Poucher Printing Co.	Forms.	101.59
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Veterans Service Appropriation

Central Services.	Supplies	\$ 30.10
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Tressurer Appropriation

Central Services.	Supplies	19.39
Miller-Davis Co.	Forms.	56.50

Civil Defense Appropriation

Central Mobile Equipment Division - Equipment rental. . . .		165.00
Justus Lumber Co.	Nails.	6.41
Leo A. Mattson Co.	Repairs.	5.00
N.W. Bell Telephone Co. . . .	Service.	68.90
Joe Lloyd Price	Janitor service.	60.00
C. H. Stevenson	Mileage.	44.15

Chest Clinic Appropriation

American Hospital Supply. . .	Syringes	13.03
Dumas-Wilson & Co.	Drugs.	153.45
Graybar Electric Co.	Bulbs.	4.59
Willard H. Rosenow.	Mileage.	5.25
SCM Corp.	Ribbons.	10.00

Forfeited-Tax Sale Fund

Credit Publishing Co.	Commissioners proceedings	20.00
Miller-Davis Co.	Forms.	5.50
SCM Corp.	Coupon book.	30.00

Library Fund

Affiliated Publishers	Books.	37.86
Brodart Industries.	Tape	21.90
Central Mobile Equipment Division - Equipment rental. . . .		380.00
Diversified Publications. . .	Subscriptions.	24.00
Doubleday & Co.	Books.	202.41

Library Fund Cont.

Charles M. Gardner Co.	Books.	\$ 1,287.78
Gaylor Bros., Inc.,	Books.	71.70
Gopher News Co.	Magazines.	49.27
Grolier Society, Inc.	Encyclopedia	101.73
Hoff Rubber Stamp Co.	Stamps	52.00
Home Gas Co.	Gas.	22.44
A. C. McClurg & Co.	Books.	2,598.81
Public Relations Office, New York Public Library.	Subscription	11.00
Northern States Power Co.	Service.	8.00
Northern States Power Co.	Service.	1.39
St. Paul Book & Stationery Co.	Books.	74.40
Special Libraries Assn.	Book	5.55
Albert Whitman & Co.	Books.	669.79

Central Services Fund

Albinson, Inc.	Reproduction service	7.52
Crook & Hanley, Inc.	Paper-Contract	132.00
Hudson Map Co.	Maps	58.25
Isca's Medical Bookstore.	Dictionary	6.07
Poucher Printing Co.	Tax receipt books, supplies	126.96
H. A. Rogers Co.	Paper, developer-Contract	45.72
SCM Corp.	Erasers.	88.50
Sound Scriber Sales Corp.	Tape monitor units-Contract	2,050.00
Standard Duplicators.	Duplicator fluid	33.00

Property Rentals Fund

Central Mobile Equipment Division - Equipment rental.		90.00
Century Excavating Co.	Excavating, grading.	350.00
City of Minneapolis	Turn off water	9.00

Property Rentals Fund Cont.

David Oie	Grading, excavating. . . \$	375.00
Geo. A. Totten, Jr.	Street maintenance . . .	49.86

Boat & Water Safety Fund

Central Mobile Equipment Division - Equipment rental. . . .		150.00
Grant Battery Sales	Cells.	6.20
Carl Williams	Mileage.	58.07

Road and Bridge Appropriation

Arcon Construction Co., Inc. .	Road construction-Contract- Projects 6124 & 6106 . .	25,581.85
B & R Rock Products Co. . . .	Gravel-Contract.	2,387.55
Marbelite Co., Inc.	Signal control-Contract.	682.92
Walter Anderson	Mileage.	3.07
Beroun Wood Products, Inc. .	Survey stakes.	915.40
Central Mobile Equipment Division - Equipment rental. . . .		44,869.79
Central Mobile Equipment Division - Labor, materials. . . .		1,140.07
Robert D. Comer	Photographs.	32.00
Farnham's	Supplies	9.56
Farwell, Ozmun, Kirk & Co. .	Ladder	39.56
Dale Holmquist.	Mileage.	15.45
Lauren Howard	Mileage.	17.25
Howe-Richardson Scale Co. . .	Labor, service	324.23
Justus Lumber Co.	Lumber, cement	37.71
Lee-Bo Office Supply Co. . .	Waste baskets, letter rack	30.54
Minnesota Railroad & Warehouse Commission - Inspection . .		33.00
Monroe Calculating Machine Co.	Repair	32.00
Mound Sand & Gravel Co., Inc.	Gravel	331.25
Northern States Power Co. . .	Service.	2.16
Northern States Power Co. . .	Service.	2,014.94
North Central Supply Co. . .	Silicone	28.21
Rochester Maintenance Supply	Supplies	31.78

Road and Bridge Appropriation Cont.

Richard J. Ruppert.	Mileage.	\$ 5.63
Savitt Bros., Inc.	Paint.	127.64
Shady Oak Hardware.	Equipment rental	1.50
L. W. Sickels Co.	Asphalt.	170.00
Wall Street Journal	Subscription	24.00

Central Mobile Equipment Division Fund

Tonka Bay Boat Works, Inc. .	Gasoline, oil-Contract . .	168.75
Arrowhead Bearing, Inc. . . .	Bearings	17.41
Gene's Minit Car Wash	Cars washed.	42.50
International Harvester Co. .	Parts.	287.85
Midway Tractor & Equipment Co.	Parts.	70.50
Rey. C. Malmquist, Treasurer, City of Minneapolis	Gasoline, oil, etc.	187.27
Northern Automotive Co.	Parts.	309.07
Power Brake & Equipment Co. .	Parts.	9.00
Riteway Motor Parts, Inc. . .	Parts.	207.96
Standard Spring Co.	Parts.	79.62
Twin City Monorail Co.	Hoist.	236.82
Williams Hardware	Beam	35.28

Road Construction Fund (Chap. 598)

Woodrich Construction Co. . .	Road Construction-Contract- Project 6205	24,691.15
City of Edina	Special assessments-Contract- Project 5825	614.75
O. J. Janski Co.	Appraisal fee-Projects 5816 & 5817.-Contract. . .	325.00
Everett Robertson et al. . . .	Land Purchase-Contract- Project 5825	1,700.00
Everett Robertson et al . . .	Land purchase-Contract- Project 5825	7,800.00

Road Construction Fund (Chap. 598) Cont.

George E. Wiard et al	Land purchase-Contract- Project 5817	\$ 500.00
George E. Wiard et al, Frank E. Peterson.	Land purchase-Contract- Project 5817	28,000.00

Lake Improvement Fund

Lake Minnetonka Dredging Co. .	Dredging service-Contract	1,596.48
W. C. O'Loughlin.	Rain gauge service . . .	15.00
Kenneth Roers	Rain gauge service . . .	15.00
Truesbilt Manufacturing . . .	Steel doors.	793.00

Respectfully submitted,

Mrs. J. G. Scott[Signature]George W. MatthewsEdward BowmanRobert O. Hanson

Commissioner Mrs. Scott offered the following resolution and moved its adoption:

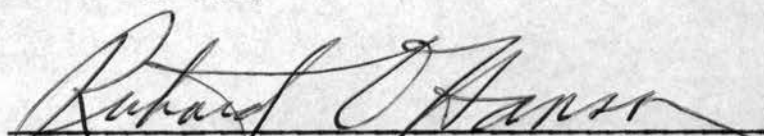
RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were five YEAS and no NAYS, as follows:

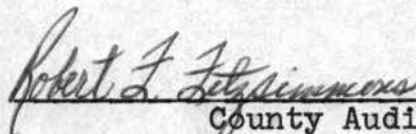
AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

On motion, the County Board adjourned until Tuesday,
December 24, 1963, at 10:00 o'clock A.M.


Chairman, Board of County Commissioners

Attest:


County Auditor

STATEMENT OF BALANCES IN COUNTY REVENUE ALLOWANCE

ROBERT F. FITZSIMMONS, COUNTY AUDITOR

NOVEMBER 30, 1963

	Allowances for 1963	Warrants Issued to Date	Balances	Amount Due on Contract	Available Balances
Attorney	\$ 265,884.75	\$ 229,161.12	\$ 36,723.63	\$ 36,723.63
Auditor	482,350.51	437,813.26	44,537.25	44,537.25
Audit—State	17,239.94	17,239.94
Book Repair	16,231.70	14,558.86	2,172.84	2,172.84
Budget and Purchasing	206,535.49	183,199.30	23,336.19	23,336.19
Building and Equipment	371,560.77	188,837.14	182,723.63	\$ 54,848.38	127,875.25
Clerk of District Court	381,591.35	338,335.38	43,255.97	962.88	42,293.09
Contributions and Awards	66,645.00	61,163.63	5,481.37	5,481.37
Coroner	132,656.03	106,171.88	26,484.15	26,484.15
County Commissioners	86,300.69	78,531.14	7,769.55	7,769.55
Home School for Boys	608,302.44	543,004.00	65,298.44	1,576.73	63,721.71
Juvenile Center	219,285.68	197,507.85	21,777.83	848.05	20,934.78
Probation	962,463.45	873,786.76	88,676.69	1,967.00	86,709.69
District Court	737,126.70	602,582.05	134,544.65	134,544.65
Elections	499.99	399.00	100.99	100.99
Emergency Fund	14,628.32	14,628.32	14,628.32
Extra Emergency Help and Severance Pay	34,404.24	26,029.51	8,374.73	8,374.73
Hospital and Insurance	126,890.28	126,890.28
Court Commissioner	124,483.73	105,542.61	18,941.12	18,941.12
Official Publications	46,800.00	43,052.88	3,747.12	3,747.12
Probate Court	194,765.56	172,167.90	22,597.66	1,800.61	20,797.05
Register of Deeds	497,864.09	434,313.60	63,550.49	12,891.18	50,659.31
Road and Bridge, Budget	\$4,889,458.00
Other	842,570.23
Road Construction	5,732,028.23	4,743,574.48	988,453.75	867,901.60	120,552.15
Lake Improvement	6,317,558.69	1,570,895.21	4,746,663.48	3,324,116.77	1,422,546.71
Noxious Weeds	117,213.69	48,294.35	68,919.34	2,257.86	66,661.48
Sheriff	20,905.38	16,825.45	4,079.93	4,079.93
Sheriff—Jail	757,521.25	680,050.01	77,471.24	77,471.24
Sheriff—Radio	189,120.23	160,934.27	38,185.96	1,718.73	36,467.23
State Institutions and County Hospitals	105,471.91	92,581.03	12,890.88	1,961.00	10,929.88
Superintendent of Schools	1,481,850.00	1,147,131.18	334,718.82	334,718.82
Supervisor of Assessments	41,254.34	37,149.01	4,105.33	4,105.33
Surveyor	88,031.44	76,243.22	11,788.22	11,788.22
Torrens Title Examinations	149,981.08	134,953.77	15,027.31	15,027.31
Treasurer	76,261.00	68,504.62	7,756.38	7,756.38
Veterans Service	309,775.28	256,006.65	53,768.63	1,997.19	51,771.44
Civil Defense	29,792.00	23,702.46	5,999.54	5,999.54
Monies Not Otherwise Appropriated	48,163.63	41,343.03	6,820.60	6,820.60
Central Mobile Equipment	4,610.80	4,610.80	4,610.80
Chest Clinic	1,481,474.87	465,199.27	966,275.60	50,545.78	915,729.82
.....	216,110.10	185,251.88	30,858.22	1,644.61	29,213.61
TOTAL	\$22,717,023.83	\$14,533,528.78	\$8,183,495.05	\$4,327,093.37	\$3,856,401.68

Minneapolis, Minnesota

Tuesday, December 24, 1963

The Board of County Commissioners of the County of Hennepin, Minnesota, met in the Court House in the City of Minneapolis, at ten o'clock A.M., pursuant to adjournment.

Members present: Commissioners Ainsworth, Matthews, Mrs. Scott, and Swanson.

Member absent: Chairman Hanson.

The meeting was called to order by Elwood B. Swanson, Vice-Chairman.

A monthly jail report from Ed Ryan, Sheriff, was ordered filed.

A Notice of Hearing from the Minnesota Railroad and Warehouse Commission re division of costs for installation of grade crossing signals between the Village of Brooklyn Park and the Great Northern Railway Company, to be held in the Office of the Commission, St. Paul, February 4, 1964. Referred to the Committee on Roads and Lakes.

A monthly report from Helen Young, Director, Hennepin County Library, was ordered filed.

A letter from James C. Marshall, Commissioner, State Highway Department, re 19th Annual County Highway Engineers' Institute, was ordered filed.

A letter from Elmer H. Larson, Land Commissioner, submitting Cancellation Statement No. 32, was referred to the Committee on Public Grounds, Buildings and Institutions.

A letter from Robert F. Fitzsimmons, County Auditor, requesting the cancellation of outstanding warrants (six years), was referred to the Committee on Ways and Means.

Letters from Dr. V. K. Funk, Director, Chest Clinic, as follows:

1. Submitting applications for admission to Glen Lake State Sanatorium.

2. Requesting the establishment of a petty cash fund to pay the cost of transportation of indigent patients to and from the clinic.

Dr. Funk's letters were referred to the Committee on Ways and Means.

A letter from Stanley R. Cowle, Budget Director, notifying the Board of the acceptance of various high bids for the purchase and removal of homes along right-of-way property, Contract No. 336, was referred to the Committee on Ways and Means.

Letters from Kent B. Youngdahl, Highway Administrator, as follows:

1. Submitting a severance payroll for Floyd F. Perkins, deceased County Highway Department employee.

2. Submitting right-of-way documents.

Mr. Youngdahl's letters were referred to the Committee on Roads and Lakes.

Contract and performance bonds were referred to the Committee on Ways and Means.

Specifications for food products for General Hospital for the first quarter of 1964 were referred to the Committee on Ways and Means.

Applications for abatement of assessments and correction of taxes were referred to the Committee on Taxes.

At 10:15 o'clock A.M., the time specified in the published advertisement for bids, Stanley R. Cowle, Purchasing Agent, proceeded to open bids for the following:

1. Construction of Bridge No. 27522 and concrete approaches, C.S.A.H. No. 62, Project No. 6307.
2. Grading, storm sewer, and concrete paving on C.S.A.H. No. 9, Projects No. 5655 and No. 5821.
3. Grading, base, surfacing, storm sewer, and Bridge No. 27517, Project 5716.
4. Electric card file
5. Two (2) cash registers

The bids were referred to Mr. Cowle for tabulation and report.

No bids were received for a validating and receipting machine, Contract No. 74.

Commissioner Matthews moved, seconded by Commissioner Mrs. Scott, that Stanley R. Cowle, Purchasing Agent, be directed to readvertise for bids on said specifications, bids to be opened on Tuesday, January 7, 1964, at 10:15 o'clock A.M.

Motion carried.

At 10:20 o'clock A.M., hearing was called for on the petition of Franz J. F. Gayl and eighteen others asking that an un-named island in Lake Minnetonka, adjacent to Big Island in the Village of Orono be named Mahpiyata Island.

The Clerk to the Board presented the publisher's affidavit of publishing the notice of hearing and the Sheriff's return of serving said notice on the Mayor of the Village of Orono.

A letter was presented from Sidney A. Frellsen, Director, Minnesota Division of Waters, submitting his findings on the petition but offering no recommendation.

A resolution adopted by the Council of the Village of Orono, approving the naming of the island Mahpiyata was presented.

Kent B. Youngdahl, Highway Administrator, spoke recommending the granting of the request in the petition.

Franz J. F. Gayl, petitioner, spoke in support of the petition.

There was no appearance in opposition to the granting of the petition.

The matter was referred to the Committee on Roads and Lakes.

SEAL OF THE CITY OF
SOUTHALABAMA COUNTY
LONG SLAB BOARD

Commissioner Swanson from the Committee on Roads and Lakes presented the following report:

Your Committee, to whom was referred the matter of the petition of Franz F. Gayl and others to name an island adjacent to Big Island in Lake Minnetonka, Village of Orono, Mahpiyata Island, recommends as follows:

That inasmuch as it appears that notice of the time and place of hearing on said petition was duly given as required by law, the name of the island described in said petition heretofore un-named, shall be fixed, determined, and named MAHPIYATA ISLAND.

Respectfully submitted,

George W. Matthews Mrs. L. G. Scott
Edward Swanson

Commissioner Ainsworth offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Absent

Resolution adopted.

Commissioner Matthews offered the following resolution and moved its adoption:

BE IT RESOLVED, That pursuant to a request from Dr. V. K. Funk, Medical Director, Mrs. Lee Y. Goldman, Medical Social Worker, be granted a leave-of-absence from February 1, 1964 to April 1, 1964, said leave to be without loss of seniority status and without pay.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Absent

Resolution adopted.

Commissioner Matthews offered the following resolution and moved its adoption:

BE IT RESOLVED, That the application of the following named person for admission to Glen Lake State Sanatorium, pursuant to M.S. 1957, Section 251.02 or 251.03, be approved:

Dorothy Waggoner
2635 Girard Avenue South, Minneapolis

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Absent

Resolution adopted.

Commissioner Matthews offered the following resolution and moved its adoption:

BE IT RESOLVED, That the following named person in the Hennepin County Medical Examiner Office be eligible to claim \$20.00 a month as transportation allowance in addition to the regular per mile reimbursement as provided by Chapter 796, Laws of Minnesota 1955, and Board policy adopted August 23, 1955, and amended on May 8, 1962, and August 27, 1963:

Dr. Robert ScottDecember 1, 1963

BE IT FURTHER RESOLVED, That the following named person be removed from said list effective on the date shown:

Dr. Emerson E. HoppesDecember 1, 1963

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Absent

Resolution adopted.

Commissioner Matthews offered the following resolution and moved its adoption:

WHEREAS, Robert F. Fitzsimmons, County Auditor, has received a Statement of Local Costs in connection with the Lower Minnesota River Watershed District's Channel Improvement project; and

WHEREAS, Said statement shows Hennepin County's share in the cost of the Minnesota River Channel Improvement project to be the sum of \$81,579.42; and

WHEREAS, Chapter 112.60, M.S. provides that the County Auditor assess those lands which are benefited, damaged or affected by said channel improvement project;

NOW THEREFORE, BE IT RESOLVED, That Robert F. Fitzsimmons, County Auditor, Hennepin County, be directed to forward the sum of \$81,579.42 to the Treasurer of the Lower Minnesota River Watershed District to pay Hennepin County's share of the cost of the Minnesota River Channel Improvement project; and

BE IT FURTHER RESOLVED, That he be directed to assess those lands which are benefited by said improvement by a Special Assessment Levy spread over a twenty year period at six percent interest.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Absent

Resolution adopted.

Commissioner Swanson offered the following resolution and moved its adoption:

WHEREAS, The bridge commonly known as Enchanted Island Bridge is in a state of disrepair and has been restricted to minimum traffic, and

WHEREAS, Such condition is creating a hardship to the inhabitants of the Village of Shorewood and the Village of Minnetrista, and

WHEREAS, This board, pursuant to Laws of Minnesota 1905, Chapter 164, is empowered to expend funds for repair of bridges within the county, and

WHEREAS, The Village of Minnetrista has agreed with the County of Hennepin, pursuant to the contract attached hereto, to advertise for bids, let a contract for the repair of such bridge and supervise the repair thereof upon condition that the County appropriate a sum not to exceed \$30,000.00,

NOW THEREFORE, BE IT RESOLVED, That this board, pursuant to provisions of Section 471.59 authorizing governmental units to cooperate in the exercise of common powers, hereby direct the County Auditor to appropriate a sum not to exceed \$30,000.00 from line item 44 in the budget of the County Highway Department for the purpose of repairing Enchanted Island Bridge.

BE IT FURTHER RESOLVED, That the Chairman of the Board is hereby authorized to execute the contract for the repair of such

ERASE

1592

COTTON CONTENT

bridge between the Village of Minnetrista and the County of Hennepin.

The question was on the adoption of the resolution and the roll being called, there were: four YEAS and no NAYS, as follows:

AINSWORTH	YEA
MATTHEWS	YEA
Mrs. SCOTT	YEA
SWANSON	YEA
CHAIRMAN HANSON	ABSENT

Resolution adopted.

DEC 2 - 1963

Commissioners Ainsworth, Matthews, Mrs. Scott, and Swanson offered the following resolution and moved its adoption:

WHEREAS, Floyd Perkins, Equipment Operator, passed away on December 18, 1963:

BE IT RESOLVED, That we, the Board of County Commissioners of Hennepin County, assembled this 24th day of December, 1963, express our sincere sympathy to Mrs. Perkins and join his many friends in mourning his passing.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Absent

Resolution adopted.

FOUR STAR BOND
SOUTHWORTH CO., U.S.A.
25% COTTON FIBER

Commissioner Swanson offered the following resolution and moved its adoption:

BE IT RESOLVED, That pursuant to a recommendation from Kent B. Youngdahl, County Highway Administrator, and in accordance with Chapter 47, Laws of Minnesota, Extra Session 1961, a severance allowance in the amount of \$2,685.60 for Floyd F. Perkins, deceased employee of the Hennepin County Highway Department, be approved and ordered paid from the Road and Bridge appropriation.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Absent

Resolution adopted.

Commissioner Swanson offered the following resolution and moved its adoption:

WHEREAS, It is necessary, advisable, and in the public interest for the safety of travel thereon to reconstruct, improve, and maintain County State Aid Highway No. 62, and

WHEREAS, In order to accomplish these purposes it is necessary to acquire the fee title and to take the right of access over and across the following described land:

All that part of Tract "B" Registered Land Survey No. 519 lying southeasterly of the following described line:

Beginning at a point on the South line of said Tract "B" distant 75 feet east of the Southwest corner thereof; thence northeasterly to a point on the Southwesterly line of Tract "A" said Registered Land Survey No. 519 distant 20 feet northwesterly of the Southwesterly corner thereof; thence to the Southwest corner thereof; thence northeasterly to the Southeast corner of said Tract "A"; thence South 15 feet along the extension southeasterly of the Northeasterly line of said Tract "A"; thence northeasterly to a point on the East line of said Tract "B" distant 366 feet north of the Southeast corner of said Tract "B" and there terminating.

Also the right of access being the right of ingress to and egress from that part of said Tract "B" not acquired herein to County State Aid Highway No. 62.

NOW THEREFORE BE IT RESOLVED, That all of the recitals hereinbefore contained be incorporated herewith and that it is necessary for the County of Hennepin to acquire the fee title to the lands hereinbefore described under its right of eminent domain, and that the County Attorney be instructed and directed to file the necessary papers therefor.

The question was on the adoption of the resolution, and there were

four YEAS and no NAYS, as follows:

AINSWORTH Yea

MATTHEWS Yea

MRS. SCOTT Yea

SWANSON Yea

CHAIRMAN HANSON Absent

Resolution adopted.

Commissioner Matthews from the Committee on Ways and Means presented the following report:

Your committee recommends that the following specifications for 1964 be approved:

1. Publication of Delinquent Tax List
2. Publication of Official Proceedings - County Seat
3. Publishing of Official Proceedings - Outside County seat
4. Publication of Financial Statement - County Seat
5. Publication of Financial Statement -/County Seat
Outside

and

That Stanley R. Cowle, Purchasing Agent, be directed to advertise for bids on the above specifications, bids to be opened on Tuesday, January 7, 1964, at 10:15 o'clock A.M.

Respectfully submitted,

George W. Matthews

[Signature]

Mrs. I. G. Scott

Edward Swanson

Commissioner Mrs. Scott offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SOCTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Absent

Resolution adopted.

Commissioner Matthews from the Committee on Ways and Means presented the following report:

Pursuant to a request from Stanley R. Cowle, Budget Director, notifying the Board of the acceptance of the following low bids:

Contract No.	Vendor	Commodity	Amount	Fund
335	Carl Bolander & Sons Co.	Wrecking, removing and grading	\$ 19,700.00	Road Const. (Chap. 598) Item 21
302-55	Albinson, Inc.	Drafting tables and chairs	2,124.60	Road & Bridge Item 55

Your committee recommends that Robert F. Fitzsimmons, County Auditor, be directed to set aside the above sums as indicated to pay said awards; and

That the Chairman of the County Board be directed to sign the contracts when the bonds are approved.

Respectfully submitted,

George W. Matthews Mrs. I. G. Scott
Carol Swanson

Commissioner Mrs. Scott offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea	MRS. SCOTT	Yea
MATTHEWS	Yea	SWANSON	Yea
		CHAIRMAN HANSON	Absent

Resolution adopted.

Commissioner Matthews from the Committee on Ways and Means presented the following report:

Your committee recommends that the bond of Mapco Sand and Gravel Company for furnishing sand to the Hennepin County Highway Department for 1964, Contract No. 403-66, be approved, it having been written by the Agricultural Insurance Company of Watertown, New York, a New York corporation, in the sum of \$1,625.00; and

That the bond of Elmer N. Olson Company for furnishing tires and tubes for the Central Mobile Equipment Division, County Highway Department, for the year 1964, Contract No. 40-402-38, be approved, it having been written by the Ohio Casualty Insurance Company of Hamilton, Ohio, an Ohio corporation, in the sum of \$7,000.00; and

That the bond of Parenteral Products, Division of American Hospital Supply Corporation, for furnishing intravenous solutions, administration sets and accessories to Hennepin County General Hospital for 1964, Contract No. 410-A, be approved, it having been written by the Fidelity and Casualty Company of New York, a New York corporation, in the sum of \$39,613.91; and

That the bond of Physicians and Hospital Supply Company, Inc., for furnishing Plasmanate Plasma Protein fraction (human) to Hennepin County General Hospital for 1964, Contract No. 410, be approved, it having been written by the St. Paul Fire and Marine Insurance Company, a Minnesota corporation, in the sum of \$34,200.00; and

That the bond of Physicians and Hospital Supply Company, Inc., for furnishing surgical sutures to Hennepin County General Hospital for 1964, Contract No. 413, be approved, it having been written by St. Paul Fire and Marine Insurance Company, a Minnesota corporation, in the sum of \$22,000.00; and

That the bond of Physicians and Hospital Supply Company, Inc., for furnishing surgical gloves, tubes and catheters to General Hospital, Hennepin County, for 1964, Contract No. 408A, be approved, it having been written by St. Paul Fire and Marine Insurance Company, a Minnesota corporation, in the sum of \$41,004.80; and

That the bond of Physicians and Hospital Supply Company, Inc., for furnishing orthopedic equipment to Hennepin County General Hospital, for the year 1964, Contract No. 427B, be approved, it having been written by St. Paul Fire and Marine Insurance Company, a Minnesota corporation, in the sum of \$722.00.

Respectfully submitted,

George W. Matthews Mrs. J. G. Scott
Edward B. Swanson

Commissioner Swanson offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Absent

Resolution adopted.

Commissioner Ainsworth from the Committee on Taxes presented the following report:

Your committee recommends that the following applications for abatement of assessments and correction of taxes be approved and forwarded to the Commissioner of Taxation for consideration:

Name	Tax	Penalty
	\$	\$
Village of Brooklyn Center. . . .	22.93	7.49
Village of Brooklyn Center. . . .	48.79	14.63
City of Bloomington	65.72	5.26
Martin Granning	- - -	9.93
Hurd Ventilating Co.	20.54	4.42
H. R. Rosendahl by C. Donald Peterson, Attorney.	- - -	181.14
James Smith	- - -	10.13
Suburban Square V Store, Inc. . .	166.44	- - -
Minnesota Federal Savings and Loan Assn.	- - -	41.88

Exempt for 1959 and Subsequent Years:

Village of Brooklyn Center (2)

Exempt for 1962 and Subsequent Years:

City of Bloomington

Exempt for 1963 and Subsequent Years:

City of Bloomington

Village of Minnetonka (3)

Respectfully submitted,

[Signature]

George W. Matthews

Mrs. J. G. Scott

Elwood Brown

Commissioner Mrs. Scott offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH Yea

MATTHEWS Yea

MRS. SCOTT Yea

SWANSON Yea

CHAIRMAN HANSON ☐ Absent

Resolution adopted.

FOUR STAR BOND
SOUTHWORTH CO. U.S.A.
25% COTTON FIBER

Commissioner Matthews from the Committee on Ways and Means presented the following report:

Pursuant to the resolution adopted by this Board August 27, 1957, your committee recommends that the following claims against the Contributions and Awards Fund be approved and ordered paid:

Naomi Hanson	Salary-Extension Service.	\$221.25
George G. Roadfeldt.	Expenses-Extension Service.	55.15
Evelyn Jenkins	Expenses-Extension Service.	34.97

Respectfully submitted,

George G. Matthews Mrs. J. G. Scott
Edward B. Swanson

Commissioner Mrs. Scott offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
Mrs.. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Absent

Resolution adopted.

Commissioner Matthews from the Committee on Ways and Means presented the following report:

Your committee recommends that the following claims be approved and ordered paid:

Attorney Appropriation

Farnham's.	Daily reminder.	\$ 2.95
City of Minneapolis.	Parking	20.00

Auditor Appropriation

Artist Supply Co., Inc.	Waste baskets	9.60
I.B.M. Corp.	Cards	29.23

Book Repair Appropriation

The Paper Supply Co.	Chip board.	18.13
Textile Kraft Products	Buckram	104.66

Budget and Purchasing Appropriation

Business Furniture, Inc.	Chair	57.00
Central Services	Supplies.	1,481.23
Facts & Comparisons, Inc.	Book.	12.00
Farnham's.	Chair, desk	355.40
Roger F. Newstrum.	Mileage	38.93
Poucher Printing Co.	Forms	81.50
Sheldon I. Weinberg.	Mileage	18.75

Building and Equipment Appropriation

August Cederstrand Co.	Work at Truck Station- Contract.	5,903.00
Harris Brothers Plumbing Co.	Work at Truck Station- Contract.	346.70
Harry S. Horwitz & Co.	Work at Truck Station- Contract.	5,082.00

Clerk of District Court Appropriation

Crown Rubber Stamp Co.	Stamps.	8.60
Hoff Rubber Stamp Co.	Machine repairs	8.70

Medical Examiner Appropriation

Diebold, Inc.	Service on locks.	\$ 10.50
Gray Audograph Co.	Machine rental.	17.50
Home Portable X-Ray Service .	X-Rays.	255.00
Minneapolis Water Department City of Minneapolis	Water	43.50
North Memorial Hospital . . .	Laboratory tests.	10.00

Commissioner Appropriation (Remounumentation)

Martin Bush Iron & Metal Co.	Pipe.	21.60
H. A. Rogers Co.	Scales.	19.65

Home School for Boys Appropriation

American Education Publications	Subscriptions	37.00
Armour Food Service	Meat.	452.32
Richard Banks	Officiating	20.00
Earl Bendickson	Gas for school bus.	4.80
Dean Bunn	Entertainment	25.00
Central Mobile Equipment Div.	Equipment rental.	370.00
Central Services.	Supplies.	43.86
Glen Lake Drug.	Drugs	8.39
Gamble Robinson Co.	Groceries	163.00
Glen Lake State Sanatorium. .	Water, steam.	1,250.61
Graybar Electric Co.	Lamps	32.96
Rex M. Griffin.	Officiating	20.00
Griswold Coffee Co.	Coffee - Contract	31.20
Hobart Mfg. Co.	Power Dicer	165.70
Hopkins Greenhouse.	Plant	7.00
Land O'Lakes Creameries, Inc.	Butter.	590.40
Lyle Signs, Inc.	Signs	34.50
McKesson & Robbins.	Drugs	132.75

Home School for Boys Appropriation Cont.

John Morrell.	Meat.	\$ 38.27
National Camera Exchange. . .	Projector	375.00
Northland Milk & Ice Cream Co.	Dairy products-Contract .	550.96
Norman Overland	Officiating	20.00
Red Star Yeast.	Yeast	39.02
Stark Electronics Supply Co.	Tester, parts	24.35
Superior Exterminating Co.	Services.	10.00
John Szymanski.	Officiating	20.00
Twin City Adding Machine Service	Maintenance	17.00
Warner's Hardware	Plaster of paris.	4.41

Juvenile Center Appropriation

Baldwin Supply Co.	Bearings.	10.98
Central Services.	Supplies.	55.72
Eide Saw Co.	Services.	6.00
General Parts & Supply Co. .	Iron exchange	6.95
Janney Industrial Supply Co.	Shovels	8.00
McKesson & Robbins.	Drugs	5.29
Leo A. Mattson Co.	Overhauling typewriter. .	26.00
Northland Milk & Ice Cream Co.	Dairy products-Contract .	206.30
G. C. Peterson Machine Co. .	Blades sharpened.	8.45
St. Barnabas Hospital	Laundry	108.83
Swift & Co.	Meat.	220.48

Probation Officers Appropriation

Bruce Publishing Co.	Book.	3.00
William Hoffman	Staff Training Institute	20.00
I.B.M. Corp.	Cards	2.26
Miller-Davis Co.	Cleaner	1.60
S.C.M. Corp.	Coupon books.	68.04

Probation Officers Appropriation Cont.

West Publishing Co.	Pamphlets	\$ 3.75
Henry Lemaire	Mileage	29.68
Daniel D. O'Neill	Mileage	39.95
John Tierney.	Mileage	26.98

District Court Appropriation

Employers Overload Co. . . .	Services.	31.36
Farnham's	Rental of files	25.60
Grain Exchange Cafeteria. . .	Meals for jurors.	240.80
Midland Restaurant.	Meals for jurors.	99.57

Court Commissioner Appropriation

Glenwood Hills Hospital . . .	Preliminary Observations.	220.00
Homewood Hospital, Inc. . . .	Preliminary Observations.	494.90
Minneapolis General Hospital.	Hospital care	996.00
Ramsey County	Mental examinations . . .	2,379.00

Probate Court Appropriation

Central Services.	Supplies.	272.96
Photostat Corporation	Fixer-Contract.	61.74

Sheriff Appropriation

Carlbom Harness Store	Hoster.	8.50
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Sheriff-Jail Appropriation

American Fruit & Produce. . .	Groceries	56.90
Central Services.	Supplies.	44.75
Robert L. Christen.	Hauling services.	15.00
Famous Foods.	Groceries	31.25
Gamble Robinson Co.	Groceries	23.50
Johnson Produce Co.	Eggs.	12.90
May Brothers.	Groceries	149.15

Sheriff-Jail Appropriation Cont.

City of Minneapolis	Board of Prisoners.	\$ 4,020.00
Minneapolis Gas Co.	Gas	3.94
Northland Milk & Ice Cream Co.	Dairy products-Contract .	183.00
Oken's, Inc.	Groceries	190.43

Sheriff-Radio Appropriation

Mobile Radio Engineering Co.	Crystals.	792.00
Walin Electric Co.	Wire.	8.40

State Institutions Appropriation

Glen Lake State Sanatorium. .	Care of patients.	31,587.40
Minneapolis General Hospital.	Hospital care	202.15

Supervisor of Assessments Appropriation

Central Services.	Supplies.	58.25
Construction Bulletin	Subscription.	13.50
Int'l Assoc. of Assessing Officers	Membership	20.00
Marshall & Stevens Publications	Valuation service	25.00

Surveyor Appropriation

Albinson, Inc.	Hand levels, books.	36.30
Central Services.	Supplies.	23.07
Minneapolis Blue Printing Co.	Supplies.	37.00

Torrens Title Examiner Appropriation

Central Services.	Supplies.	35.98
S.C.M. Corp.	Coupon books.	54.00

Treasurer Appropriation

Central Services.	Supplies.	41.98
Crown Rubber Stamp Co.	Stamps.	6.60
Columbia Ribbons & Carbon Co.	Ribbons	96.00

FOUR STAR BOND

SOUTH-WESTERN PAPER CO. U.S.A.

DEC 24 1963

Civil Defense Appropriation

Hoigaard's, Inc.	Lamps	\$ 34.38
Stark Electronics Supply Co. .	Antenna	5.40

Chest Clinic Appropriation

Central Services	Supplies.	192.25
Central Mobile Equipment Div.	Equipment rental.	90.00
Drs. Hansen, Iverson & Nors. .	Services.	583.33
McKesson & Robbins, Inc. . . .	Drugs	13.98
North Memorial Hospital. . . .	Laboratory tests.	30.00
Panray-Parlam Corp.	Drugs-Contract.	237.60

Library Fund

Harry N. Abrams, Inc.	Books	32.55
City of Anoka.	Service	4.01
American Library Association .	Books	254.40
Bacon Pamphlet Service	Pamphlets	29.02
Business Furniture, Inc. . . .	Desks	555.98
Boyd Transfer & Storage. . . .	Space rental.	90.00
Central Services	Supplies.	23.51
Doubleday & Co.	Books	2.45
Gaylord Brothers, Inc.	Supplies.	75.15
Gopher News Co.	Magazines	16.93
Harcourt, Brace & World, Inc.	Books	8.54
I.B.M. Corp.	Platens	55.00
A. C. McClurg Co.	Books	3,831.35
Mutual Education Aids.	Stick-kleen	18.74
Northern States Power Co. . .	Service	1.64
N.W. Bell Telephone Co. . . .	Service	54.60
Oceana Publications, Inc. . .	Membership.	150.00
Arlene Russell	Mileage	27.98

Library Fund Cont.

Suburbanite Publications . . .	Subscription	\$ 4.00
Wayzata Agency, Inc.	Insurance.	22.77

Central Services Fund

Albinson, Inc.	Copytron, toner.	458.50
Carpenter Paper Co.	Paper-Contract	187.15
Crook & Hanley, Inc.	Paper.	12.00
Farnham's.	Supplies	45.25
Doyle Lock Co.	Install locks.	12.50
General Office Products. . . .	Envelopes.	10.50
General Paper Corp.	Paper.	36.46
Holden Business Forms, Inc. .	Forms.	173.00
McClain Hedman Schuldt Co. . .	Supplies	101.46
Poucher Printing Co.	Supplies	121.00
Saint Luke's Hospital.	Hospital bill.	20.38
S.C.M. Corporation	Supplies	168.00
Soundscriber Sales Corp. . . .	Recording tape	114.00

Property Rentals Fund

Jericho, Inc.	Wrecking, Grading-Contract .	4,340.00
City of Minneapolis.	Turn off water	5.00

Boat and Water Safety Fund

Northern States Power Co. . .	Electric power	17.32
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Superintendent of Schools Appropriation

Central Services	Supplies	56.32
Philip Cohen	Mileage.	4.80
Farnham's.	Supplies	3.68
Avis P. Nelson	Mileage.	98.35
Northwest Airlines, Inc. . . .	Ticket	64.79
Scott, Foresman & Co.	Tests.	26.60
Blanda Weitgenant.	Mileage.	82.00

Road and Bridge Appropriation

Bury & Carlson, Inc.	Gravel & Bituminous-Contract\$ Project 6222.	5,731.52
Century Fence Co.	Fence-Contract- Project 6211.	15,985.13
J. V. Gleason Co.	Road construction-Contract- Project 6213.	3,561.45
Village of Greenwood	Village aid	509.63
C. S. McCrossan, Inc.	Road Construction-Contract- Project 6010.	8,186.85
Marbelite Co., Inc.	Traffic signal-Contract . .	1,310.16
City of Minneapolis.	Road construction-Contract- Project 6361.	37,429.33
City of Minneapolis.	Road construction-Contract- Project 6362.	62,476.95
Mobil Oil Company.	Sovasol-Contract.	187.15
Albinson's	Paper	9.20
Belden-Porter Co.	Electric valve.	15.60
Colson Corp.	Caster.	1.60
Egan, Field & Novak.	Surveying Service- Project 5923.	275.00
Hoigaard's, Inc.	Covers.	66.64
Industrial Supply Co.	Bearing	10.80
May Bros. Co.	Hilex	23.10
Minnesota Fence & Iron Works, Inc.	Fence gate	58.00
Northland Electric Supply Co.	Heater.	38.12
Sterling Electric Co.	Clock	9.38
Unistrut Northern, Inc.	Supplies.	70.18
Woodrich Construction Co. . .	Gravel.	149.31

Central Mobile Equipment Division Fund

Royal Tire Sales Co.	Tires-Contract.	176.48
Standard Oil Co. Division of American Oil Co. .	Fuel oil-Contract	585.00

Central Mobile Equipment Division Fund Cont.

Barco Bearing Co.	Rawhide seal.	\$. 4.62
Burhardt-Larsen Co.	Cutters	37.00
Farnham's.	Cabinet	76.50
Janney Industrial Supply . . .	Supplies.	24.23
Lin For Corp.	Supplies.	43.89
Lowry Automatic Transmission .	Parts	61.00
State of Minnesota, Dept. of Taxation, Pet Division	License	1.00
Power Brake & Equipment Co., Inc.	Parts	12.25
Reinhard Bros. Co.	Parts	288.46
Riteway Mortor Parts, Inc. . .	Parts	106.30
Warning Lights	Lenses.	36.00

Road Construction Fund (Chap. 598)

Bridge Builders, Inc.	Bridge construction-Contract- Project 6004.	1,683.93
Fred W. Broberg.	Opinion of titles-Contract- Project 5825.	75.00
Douglas L. Gibson.	Appraisal fee-Contract- Project 5816.	200.00
Rey. C. Malmquist, Treasurer City of Minneapolis.	Special assessments-Contract- Project 5817.	506.98
G. D. Moyer.	Opinion of titles-Contract- Project 5817.	975.00
Sheehy Bridge Construction Co.	Bridge construction-Contract Project 6018.	9,066.10

Road Construction Fund (Chap. 598) Cont.

Francis A. Starch.	Moving costs-Contract. . . . \$	
	Projcet 5825.	105.50

Respectfully submitted,

George W. Matthews [Signature]
Mrs. I. G. Scott
Clara B. Swanson

Commissioner Ainsworth offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Absent

Resolution adopted.

FOUR STAR BOND
SOUTHWORTH CO. S.A.

On motion, the County Board adjourned until Monday,
December 30, 1963, at 10:15 o'clock A.M.

Edward B. Swanson

Vice-Chairman, Board of County Commissioners

Attest:

Robert F. Fitzsimmons
County Auditor

Minneapolis, Minnesota

Monday, December 30, 1963

The Board of County Commissioners of the County of Hennepin, Minnesota, met in the Court House in the City of Minneapolis, at 10:15 o'clock A.M., pursuant to adjournment.

Members present: Commissioners Ainsworth, Matthews, Swanson, and Chairman Hanson.

Member absent: Commissioner Mrs. Scott.

The meeting was called to order by Richard O. Hanson, Chairman.

At 10:15 o'clock A.M., the time specified in the published advertisement for bids, Stanley R. Cowle, Purchasing Agent, proceeded to open bids for the following:

1. Rotary calculating machines
2. Grand-master key system
3. Public liability and malpractice insurance
4. Purchase and removal of Burroughs bookkeeping machine
5. Time recorders - second advertising
6. Four hydraulic sanders - second advertising
7. Construction at Home School for Boys:
 - a. General
 - b. Mechanical
 - c. Electrical
 - d. Well

The bids were referred to Mr. Cowle for tabulation and report.

No bids were received for one van-type truck, Contract No. 437, This being the second advertising, the specifications were referred to the Budget and Purchasing office for further review.

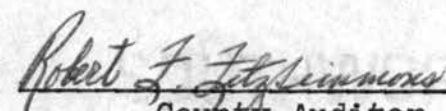
A notice of hearing (January 6, 1964, 7:00 o'clock P.M, Village Hall) from the Village Council of the Village of Edina re the pro-

posed demolition and removal of structures located at 5523 Zenith Avenue South, was referred to Edward R. Kienitz, Director, Hennepin County Welfare.

Letters were read from Dr. James E. Bitter, Acting Medical Examiner, requesting transportation allowance for two deputies and were referred to the Committee on Ways and Means.

On motion, the County Board adjourned until Tuesday,
December 31, 1963, at 10:00 o'clock A.M.


Chairman, Board of County Commissioners

Attest: 
County Auditor

Minneapolis, Minnesota

Tuesday, December 31, 1963

The Board of County Commissioners of the County of Hennepin, Minnesota, met in the Court House in the City of Minneapolis at ten o'clock A.M., pursuant to adjournment.

All members were present.

The meeting was called to order by Richard O. Hanson, Chairman.

Commissioner Matthews offered the following resolution, and moved its adoption:

BE IT RESOLVED, That pursuant to his request, Robert F. Fitzsimmons, County Auditor, be directed to transfer the following sums from the Emergency Fund to the funds indicated:

Audit	\$	19.75
Auditor		153.14
Budget and Purchasing		3,665.60
Chest Clinic		329.03
Hospital and Insurance		10,124.26

The question was on the adoption of the resolution, and there were five YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Yea
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

After roll call on the resolution approving the transfer of funds from the Emergency Fund to various funds, Commissioner Mrs. Scott had to leave the meeting because of illness.

A report was received from the Public Examiner on the financial affairs of School District No. 1, Minneapolis for 1962 and ordered filed.

Orders were received from the Railroad and Warehouse Commission as follows:

1. Abandonment of bridge (C.S.A.H. No. 82) over right-of-way and tracks of the Chicago and Northwestern Railroad Company in the Village of Deephaven.

2. Installation of signals at C.S.A.H. No. 20 and right-of-way and tracks of Chicago, Milwaukee, St. Paul and Pacific Railroad Company in the City of Hopkins.

3. Investigation of bridge (C.S.A.H. No. 5) over right-of-way and tracks of Minneapolis and St. Louis Railroad Company in the Village of Deephaven.

4. Installation of signals at C.S.A.H. No. 20 and right-of-way and tracks of the Chicago and Northwestern Railroad Company in the City of Hopkins.

The orders were referred to the Committee on Roads and Lakes.

A letter was received from Dr. V. K. Funk, Director, Chest Clinic, submitting applications for admission to Glen Lake State Sanatorium and referred to the Committee on Ways and Means.

Letters were received from Robert F. Fitzsimmons, County Auditor, requesting the transfer of funds from the Emergency Fund to various funds and referred to the Committee on Ways and Means.

Letters were received from Stanley R. Cowle, Budget Director, notifying the Board of the acceptance of various bids and requesting that funds be set aside to pay said awards and referred to the Committee on Ways and Means.

Applications for abatement of assessments, correction of taxes, and homestead classification were referred to the Committee on Taxes.

SPIN COTTON FIBER
SOUTHWORTH COTTON
LONG STAP BOND

Commissioner Ainsworth offered the following resolution, and moved its adoption:

WHEREAS, Jules W. Cuthill has made an application to repurchase the land therein described pursuant to Section 282.241, Minnesota Statutes, which said land is situated in Hennepin County, Minnesota and is described as follows, to-wit:

Lot 14, Block 8, "Tingdale Bros. Lincoln Hills
Third Addition", in the Village of Richfield;

and

WHEREAS, The Land Commissioner has recommended that said application be granted; and

WHEREAS, This Board has duly considered said application and all evidence submitted in connection therewith and the recommendation of the Land Commissioner thereon;

NOW, THEREFORE, BE IT RESOLVED, That this Board does hereby determine that by permitting such repurchase undue hardship and injustice resulting from the forfeiture of said land to the state will be corrected, and that permitting such repurchase will promote the use of such lands that will best serve the public interest, and that therefore, such repurchase be and the same is hereby permitted and that said application be and the same is hereby granted.

The question was on the adoption of the resolution, and the roll being called, there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Ainsworth offered the following resolution, and moved its adoption:

WHEREAS, each parcel of tax-forfeited land described in Cancellation Statement No. 32 was sold on terms at the time therein mentioned to the purchaser or purchasers therein specified; which said statement has been presented to this Board by the Land Commissioner of Hennepin County; and

WHEREAS, the said purchaser or purchasers of each such parcel of land received from the County Auditor of said county an Auditor's Certificate of Purchase of Tax Forfeited Lands describing the parcel of land so sold to said purchaser or purchasers and setting forth the terms of the sale of same, all as provided by law; and

WHEREAS, a duplicate of each such certificate is now on file in the office of said County Auditor; and

WHEREAS, the said purchaser or purchasers of each parcel of land described in said statement, or any person or persons claiming under said purchaser or purchasers, failed to pay a deferred installment of the purchase price thereof with interest, required to be paid under the terms and conditions of the sale of same; and

WHEREAS, such failure of payment constitutes default in the terms and conditions of the sale of each such parcel of land, which said default still continues:

NOW, THEREFORE, BE IT RESOLVED, by this Board that it hereby orders and declares each such certificate of purchase cancelled and terminated; and

BE IT FURTHER RESOLVED, that each such certificate together with the contract of purchase which is evidenced thereby and the sale therein referred to be and the same are hereby cancelled and terminated; and

BE IT FURTHER RESOLVED, that the said Cancellation Statement No. 32 be and the same is hereby ordered filed with the said County Auditor.

The question was on the adoption of the resolution, and the roll being called, there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Matthews offered the following resolution and moved its adoption:

BE IT RESOLVED, That the applications of the following named persons for admission to Glen Lake State Sanatorium, pursuant to M.S. 1957, Section 251.02 or 251.03, be approved:

Miss Emma H. Schey
3809 Bloomington Avenue, Minneapolis

Mrs. Margaret Bennet
4937 Logan Avenue South, Minneapolis

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

FOUR STAR BOND
SOUTHWORTH CO. U.S.A.
25% COTTON FIBER

Commissioner Hanson offered the following resolution and moved its adoption:

BE IT RESOLVED, That the following named welfare employees are eligible to claim \$20.00 a month as transportation allowance in addition to the regular per mile reimbursement as provided by Chapter 796, Laws of Minnesota 1955, and Board policy adopted August 13, 1955, and amended on May 8, 1962 and August 27, 1963.

Laila J. Werner Homemaker December 2, 1963

The question was on the adoption of the resolution and the roll being called, there were:

four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

And so the resolution was adopted.

COMMISSIONERS AINSWORTH, MATTHEWS, ~~SCOTT~~, SWANSON, AND HANSON OFFER THE FOLLOWING RESOLUTION AND MOVE ITS ADOPTION:

WHEREAS, DR. JAMES E. BITTER HAS SUBMITTED HIS RESIGNATION AS ACTING MEDICAL EXAMINER EFFECTIVE JANUARY 1, 1964, AND

WHEREAS, A MEDICAL EXAMINER BOARD CONSISTING OF JAMES R. DAWSON, M.D., RONALD C. MUNKITTRICK, M.D., AND FREDERICK H. LOTT, M.D. HAS CONVENED AND REPORTED ITS RECOMMENDATION AS REQUIRED BY 1963 LAWS OF MINNESOTA;

NOW THEREFORE BE IT RESOLVED, THAT JOHN I. COE, M.D., PATHOLOGIST AND DIRECTOR OF LABORATORIES FOR HENNEPIN COUNTY GENERAL HOSPITAL, BE DESIGNATED AS COUNTY MEDICAL EXAMINER FOR A TERM OF FOUR YEARS EFFECTIVE JANUARY 1, 1964 ON A PART-TIME BASIS, WITH THE COUNTY MEDICAL EXAMINER'S SERVICES TO BE AUGMENTED BY APPOINTMENT OF QUALIFIED DEPUTY MEDICAL EXAMINERS AS NECESSARY; AND THE SALARY OTHERWISE PAYABLE TO THE COUNTY MEDICAL EXAMINER SHALL BE REIMBURSED TO HENNEPIN COUNTY GENERAL HOSPITAL AT THE RATE OF \$12,000 PER ANNUM FROM THE AUTHORIZED MEDICAL EXAMINER BUDGET.

THE QUESTION WAS ON THE ADOPTION OF THE RESOLUTION AND THERE WERE four YEAS
AND no NAYS, AS FOLLOWS:

AINSWORTH	Yea
MATTHEWS	Yea
SCOTT (Mrs.)	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

12-31-63

AMENDED ON 1/28/64

DEC 31 1963

COMMISSIONERS AINSWORTH, MATTHEWS, SCOTT, SWANSON, AND HANSON OFFER THE FOLLOWING RESOLUTION AND MOVE ITS ADOPTION:

WHEREAS, THE 1964 HENNEPIN COUNTY GENERAL HOSPITAL BUDGET, AS APPROVED, PROVIDES FOR AN AUTHORIZED IMPREST FUND OF \$250 WHICH IS NOW DETERMINED TO BE INADEQUATE ON THE BASIS OF SUBSEQUENT DETERMINATION OF IMPREST FUND NEEDS;

NOW THEREFORE BE IT RESOLVED, THAT THE AUTHORIZED IMPREST FUND BE INCREASED FROM \$250 TO \$750.

THE QUESTION WAS ON THE ADOPTION OF THE RESOLUTION AND THERE WERE four YEAS
AND no NAYS, AS FOLLOWS:

AINSWORTH	Yea
MATTHEWS	Yea
SCOTT (Mrs.)	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

~~12-31-63~~

(See resolution of January 14, 1964)

December 31, 1963

Commissioner Swanson offered the following resolution and moved its adoption:

BE IT RESOLVED that the sum of \$17,000 be transferred from the 1964 data processing appropriation of the Auditor and the additional sum of \$7,500 from the 1964 budget of the Treasurer to the 1964 budget of the County Commissioners under a line item appropriation labeled data processing development.

The question was on the adoption of the resolution and there were four YEAS and no NAYS as follows:

AINSWORTH	Yea
MATTHEWS	Yea
Mrs. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioners Ainsworth, Matthews, Swanson, and Hanson

_____ offered the following resolution and moved its adoption:

WHEREAS, The City of Minneapolis by its proper officers executed a lease and bill of sale of Lots 1 through 10 inclusive, Block 93, Town of Minneapolis upon which is situate the Minneapolis General Hospital and all personal property used in the operation of said hospital to The County of Hennepin pursuant to Section 4, Laws of Minnesota 1963, Chapter 738,

NOW THEREFORE, BE IT RESOLVED, That this board accepts the said lease and bill of sale and hereby authorizes the chairman of this board to execute the same on behalf of the County and that the County Auditor is hereby authorized to appropriate the sum of \$1.00 to be paid to the City of Minneapolis in consideration for the execution of said lease.

The question was on the adoption of the resolution and the roll being called, there were: four YEAS and no NAYS, as follows:

*AINSWORTH	Yea
MATTHEWS	Yea
SCOTT	Absent
*SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

*See attached statement by Commissioner Ainsworth.

Commissioner Ainsworth

I am voting affirmatively on the execution of this Lease, however, I would like to explain my vote as follows:

I have been initially opposed to the operation of the hospital by Hennepin County. However, this duty has been imposed by the Legislature upon this body with which I have no further quarrel, realizing that there must be hospital facilities for the poor and indigent of this county. I have heretofore objected to certain actions of this board, particularly with relation to the hospital budget and the allocation of costs between the City of Minneapolis and so-called Rural Hennepin.

With these reservations, I vote aye.

MILLERS FALLS
ERASE
COTTON CONTENT

COMMISSIONERS AINSWORTH, MATTHEWS, SCOTT, SWANSON, AND HANSON OFFER THE FOLLOWING RESOLUTION AND MOVE ITS ADOPTION:

WHEREAS, 1963 LAWS OF MINNESOTA, CHAPTER No. 738, STATES IN SECTION 2, SUBDIVISION 1: "THE COUNTY BOARD SHALL HAVE FULL CONTROL OVER THE MANAGEMENT, OPERATION, AND MAINTENANCE OF THE HOSPITAL AND SHALL BY RESOLUTION PROVIDE SUCH RULES AND REGULATIONS FOR THAT PURPOSE AS IT CONSIDERS NECESSARY OR DESIRABLE. . .";

NOW THEREFORE BE IT RESOLVED, THAT THE FOLLOWING LISTED ITEMS BE APPROVED FOR THE GUIDANCE OF ALL CONCERNED IN THE MANAGEMENT OF HENNEPIN COUNTY GENERAL HOSPITAL:

1. FUNCTIONAL ORGANIZATION CHART;
2. ADMISSION POLICY;
3. BY-LAWS, RULES AND REGULATIONS OF THE MEDICAL STAFF;
4. RATE SCHEDULE;

AND IT IS FURTHER RESOLVED, THAT THE CHAIRMAN OF THE BOARD AND THE COUNTY AUDITOR BE AUTHORIZED TO EXECUTE THE ATTACHED AGREEMENT WITH PARTICIPATING HOSPITAL BETWEEN THE MINNESOTA HOSPITAL SERVICE ASSOCIATION AND HENNEPIN COUNTY.

THE QUESTION WAS ON THE ADOPTION OF THE RESOLUTION AND THERE WERE four YEAS AND no NAYS, AS FOLLOWS:

AINSWORTH	Yea
MATTHEWS	Yea
SCOTT (Mrs.)	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

12-31-63

AMENDED ON 1/7/64

Commissioner Hanson offers the following resolution and moves its adoption.

BE IT RESOLVED, THAT the following additions to the classification and compensation sections of the Personnel Plan adopted by the Board on December 17, 1963, be approved.

<u>Class Title</u>	<u>Grade</u>	<u>Salary</u>
Chief Utility Inspector	28	\$ 617-737
Dietitian Assistant	13	396-473
General Foreman	29	636-759
Medical Technologist Assistant	13	396-473
Physician	46	1051-1254
Public Information Director	38	829-990

The question was on the adoption of the resolution and there were four YEAS and no NAYS as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Matthews offered the following resolution and moved its adoption:

BE IT RESOLVED, That pursuant to a request from Dr. V. K. Funk, Medical Director, Chest Clinic, Robert F. Fitzsimmons, County Auditor, be directed to establish a petty cash fund (\$50.00) at the Chest Clinic to pay transportation costs of indigent patients requested to attend the clinic, and minor expenditures for postage due and items costing less than \$1.00.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

AMENDED - SEE RES. OF 6/30/70

Commissioner Swanson offered the following resolution and moved its adoption:

BE IT RESOLVED, That the warranty deed from Earl L. Best and Evelyn C. Best, husband and wife, conveying to Hennepin County, Minnesota, for the sum of \$23,000.00, buildings and land described as

The East 272 feet of the North 230.28 feet of the South 660 feet of the North 3036.72 feet of the East 1/2 of the East 1/2 of Section 25, Township 117, Range 22, except that part thereof lying Easterly of the following described line: Beginning at a point on the South line of the above described tract distant 89 feet Westerly of the East line of said Section; thence Northerly to a point in the North line of said above described tract distant 93 feet West of the East line of said Section and there terminating.

necessary for the construction of County State Aid Highway No. 18, Project 5825, be accepted and recorded; and

That the attached claims in said total amount of \$23,000.00, be approved and ordered paid from the Road Construction Fund (Chap. 598).

The question was on the adoption of the resolution, and there were FOUR YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Swanson offered the following resolution and moved its adoption:

BE IT RESOLVED, That the warranty deed from Roy W. Greene and Ruth E. Greene, husband and wife, conveying to Hennepin County, Minnesota, for the sum of \$6,500.00, buildings and land described as
Lot 17, Block 14, Rearrangement in Medicine Lake Park
Third Division

necessary for the construction of County State Aid Highway No. 18, Project No. 5825, be accepted and recorded; and

That the attached claims in said total amount of \$6,500.00, be approved and ordered paid from the Road Construction Fund (Chap. 598).

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH Yea

MATTHEWS Yea

MRS. SCOTT Absent

SWANSON Yea

CHAIRMAN HANSON Yea

Resolution adopted.

DEC 31 1963

Commissioner Swanson offered the following resolution and moved its adoption:

BE IT RESOLVED, That the warranty deed from Glenn W. Kinkel and Anna Kinkel, husband and wife, conveying to Hennepin County, Minnesota, for the sum of \$17,500.00, buildings and land described as

That part of the Southeast 1/4 of the Northeast 1/4 (SE 1/4 NE 1/4) of Section 1, T. 118, R. 22 described as follows: Commencing at the Southeast corner thereof; thence North on the East line of said Section a distance of 881 feet; thence at right angles West a distance of 20 rods; thence at right angles South a distance of 881 feet to the South line of said Quarter Section; thence East along said South line of said Quarter Section to the place of beginning, except that part thereof lying South of the center line of County Highway Number 10 and except the North 154 feet of the South 629 feet thereof, being registered property as evidenced by certificate No. 186556.

necessary for the construction of County State Aid Highway No. 18, Project No. 5825, be accepted and recorded; and

That the attached claims in said total amount of \$17,500.00, be approved and ordered paid from the Road Construction Fund (Chap. 598).

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Swanson offered the following resolution and moved its adoption:

BE IT RESOLVED, That the quit claim deed from John F. Longtin and Patricia A. Longtin, husband and wife, and the warranty deed from Northwestern Federal Savings and Loan Association of Minneapolis conveying to Hennepin County, Minnesota, for the sum of \$400.00, buildings and land described as

All that part of Lot 16, "Crestview Addition", lying Westerly of the following described line: Beginning at a point on the Southerly line of said Lot 16 distant 8 feet East of the Southwest corner thereof; thence Northwesterly to a point on the West line of said lot distant 30 feet North of said Southwest corner and there terminating.

Together with all the right of access being the right of ingress to and egress from the Westerly side of that part of said Lot 16 not acquired herein to County State Aid Highway No. 18.

necessary for the construction of County State Aid Highway No. 18, Project No. 5825, be accepted and recorded; and

That the attached claims in said total amount of \$400.00 be approved and ordered paid from the Road Construction Fund (Chap. 598).

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Swanson offered the following resolution and moved its adoption:

BE IT RESOLVED, That the quit claim deed from Richard R. Lundgren and Betty J. Lundgren, husband and wife, and the warranty deed from Arnold Kramer and Georgene Kramer, husband and wife, conveying to Hennepin County, Minnesota, for the sum of \$1,000.00, buildings and land described as

That part of Lot 15, "Crestview Addition", lying Westerly of the following described line: Beginning at a point on the South line of said Lot 15 distant 15 feet East of the Southwest corner thereof; thence Northerly to a point on the North line of said Lot 15, distant 8 feet East from the Northwest corner thereof.

Together with all the right of access being the right of ingress to and egress from the Westerly side of that part of said Lot 15 not acquired herein to County State Aid Highway No. 18.

Subject to building restrictions and covenants of record, if any.

necessary for the construction of County State Aid Highway No. 18, Project No. 5825, be accepted and recorded; and

That the attached claims in said total amount of \$1,000.00, be approved and ordered paid from the Road Construction Fund (Chap. 598).

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH Yea

MATTHEWS Yea

MRS. SCOTT Absent

SWANSON Yea

CHAIRMAN HANSON Yea

Resolution adopted.

Commissioner Swanson offered the following resolution and moved its adoption:

BE IT RESOLVED, That the warranty deed from Leo R. Downing and Ruth Marie Downing, husband and wife, conveying to Hennepin County, Minnesota, for the sum of \$17,300.00, buildings and land described as

Lot 10 and North 1/2 of Lot 11, Block 7, in "Minnehaha Highlands"

necessary for the construction of County State Aid Highway No. 62, Project No. 5817, be accepted and recorded; and

That the attached claims in said total amount of \$17,300.00, be approved and ordered paid from the Road Construction Fund (Chap. 598).

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Swanson offered the following resolution and moved its adoption:

BE IT RESOLVED, That the warranty deed from Lawrence H. Myhr and Elizabeth C. Myhr, husband and wife, conveying to Hennepin County, Minnesota, for the sum of \$17,100.00, buildings and land described as

Lot 8 "Diamond Lake Highlands Fourth Division" necessary for the construction of County State Aid Highway No. 62, Project No. 5817, be accepted and recorded; and

That the attached claims in said total amount of \$17,100.00 be approved and ordered paid from the Road Construction Fund (Chap. 598).

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

FOUR STAR BOND

Commissioner Matthews offered the following resolution and moved its adoption:

BE IT RESOLVED, That pursuant to a request from Robert F. Fitzsimmons, County Auditor, the said County Auditor be authorized to cancel the following warrants which have been outstanding on the County records for six years:

Warrant No.	Name	Fund	Issued	Amount
451	E. E. Dietrich and William Panchyshyn	Road & Bridge	1-29-57	1.00
631	Dorothy E. and Carl A. Arneson	Road & Bridge	2-5-57	1.00
6475	Joseph Gitis	Road & Bridge	10-22-57	1.00
1754	Anne B. Eastman	County Revenue	1-28-57	64.50
3968	Michael J. Dillon	County Revenue	2-15-57	4.10
3980	Thomas Tallakson	County Revenue	2-15-57	4.10
5402	H. Coudrey	County Revenue	3-6-57	1.36
5554	G. O. Eklund	County Revenue	3-12-57	1.60
7886	Dr. Donald P. Reynolds	County Revenue	4-4-57	12.20
13123	Kenneth C. Glaser	County Revenue	5-29-57	50.40
13133	Fred Turnquist	County Revenue	5-31-57	1.48
13333	Clifford R. Nickerson	County Revenue	6-5-57	6.60
14701	Shay Printing and Stationery	County Revenue	6-25-57	3.00
17833	T. R. Nolan	County Revenue	7-31-57	1.90
19553	Singer Sewing Machine Co.	County Revenue	8-27-57	9.00
20499	Nilos King	County Revenue	9-5-57	1.42
21711	L. Sando	County Revenue	9-18-57	1.42
22052	Ervin C. Goede	County Revenue	9-30-57	76.50
25368	H. Hughes	County Revenue	11-1-57	1.72
26888	Donald F. and Katherine Swanson	County Revenue	11-19-57	10.13
26890	Donald R. and Rita Kadlec, et al	County Revenue	11-19-57	25.33
26893	William J. and Helen Cermac, et al	County Revenue	11-19-57	25.33
27221	Evelyn Rees	County Revenue	11-26-57	1.30
28731	Dr. Walter W. Moe	County Revenue	12-12-57	1.24
19083	Yellow Medicine County	Mortgage Registry Tax	8-16-57	15.87
11902	Tim L. Lund	Refund	5-13-57	.10
16965	C. F. Clifton	Refund	7-25-57	4.14
17953	P. T. Masley	Refund	8-6-57	85.66
18313	Robert Lindall	Refund	8-14-57	5.49
18988	Mrs. Morris Fischer	Refund	8-15-57	4.61
19442	First Federal Savings and Loan	Refund	8-26-57	7.51
26805	Lewis E. Gitchel	Refund	11-18-57	.20
28733	David C. Bell	Refund	12-12-57	9.50
30586	Mary A. Braun	Refund	12-23-57	72.36
31027	Village of Edina	Refund	12-31-57	216.16

Warrant No.	Name	Fund	Issued	Amount
3307	Treasurer, Town of Eden Prairie	Towns & Villages		\$
101155	Bernard W. Jorissen	Glen Lake Sanatorium	2-14-57	173.83
715261	Home Study School, Inc.	Welfare	12-31-57	35.82
			12-17-57	35.00
				<u>\$973.88</u>

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH Yea

MATTHEWS Yea

MRS. SCOTT Absent

SWANSON Yea

CHAIRMAN HANSON Yea

Resolution adopted.

Commissioner Matthews offered the following resolution and moved its adoption:

BE IT RESOLVED, That pursuant to a request from Stanley R. Cowle, Budget Director, notifying the Board of the acceptance of various high bids for the purchase and removal of buildings along County right-of-way, Contract No. 336, the Chairman of the County Board be authorized to sign bills of sale on behalf of Hennepin County, as follows:

Parcel No.	Purchaser	Structure	Amount
271	John J. & Frances A. Savage	House	\$ 4,050.00
271	John J. & Frances A. Savage	Garage	50.00
267	Ernst House Movers	House	168.00
270	Ernst House Movers	Garage	68.00
272	Clarence Krueger	Garage	81.50
270	John Kopp	House	820.00
272	John Kopp	House	2,750.00

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

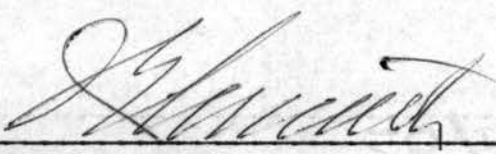
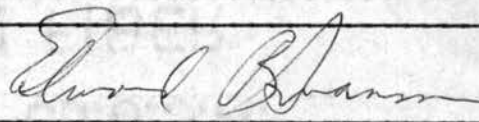
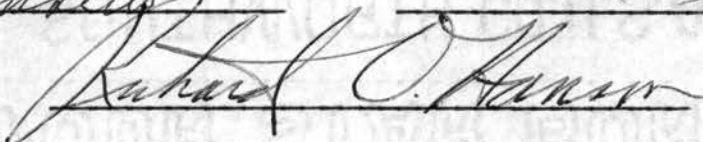
AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Swanson offered the following resolution and moved its adoption:

Your committee recommends that the highway easement executed by May L. Beery, single, in re C.S.A.H. No. 19, Project No. 6204, Parcel No. 6, for a consideration of \$100.00, be accepted and recorded.

Respectfully submitted,

Commissioner Ainsworth offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Matthews from the Committee on Ways and Means presented the following report:

Your committee recommends that the specifications for food products for Hennepin County General Hospital for the first quarter of 1964, Contract No. 446, be approved; and

That Stanley R. Cowle, Purchasing Agent, be directed to advertise for bids on the above specifications, bids to be opened on Tuesday, January 14, 1964, at 10:15 o'clock A.M.

Respectfully submitted,

[Signature] *[Signature]*
George W. Matthews *Edward B. Swanson*
Richard O. Hanson

Commissioner Ainsworth offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Matthews from the Committee on Ways and Means presented the following report:

Pursuant to a request from Stanley R. Cowle, Budget Director, notifying the Board of the acceptance of the following bids:

Contract No.	Vendor	Commodity	Amount	Appropriation
73	Remington Rand Office Systems	Electric Card File	\$ 2,674.00	Probation
301-56	Globe Office Furniture Co.	End Tables	541.50	Road & Bridge
302-56	Business Furniture, Inc.	Secretarial Units and chairs	1,298.94	Road & Bridge
303-56	Farnham's	File Cabinets & Bookcases	453.75	Road & Bridge
304-56	Jacobsons Office Furniture	File Cabinets & Steel Desk	1,298.40	Road & Bridge
305-56	Miller-Davis Co.	Valet Racks & Typewriter Stands	173.25	Road & Bridge
338	Major Motors, Inc.	4-door 6 passenger station wagon, Ford Fairlane Ranch Wagon	2,250.00	Library
81	Major Motors, Inc.	2-door sedan, Ford Custom	2,150.00	Sheriff
5716 (Project)	M.G. Astleford Co., Inc.	Grading, base, etc., & Bridge No. 27517, CSAH No. 18	1,026,511.73	Road & Bridge (Chap. 598) Item 21
6307 (Project)	Dean Lundholm Construction Co.	Construct Bridge No. 27522 & concrete approaches	118,312.41	Road & Bridge (Chap. 598) Item 21
76	Berglund-Johnson, Inc.	General Construction	39,464.00	Building & Equipment
77	Parsons Electric Co.	Electrical Construction	39,500.00	Building & Equipment
78	E.H. Renner & Sons, Inc.	Well Construction	13,670.00	Building & Equipment
79	Harry S. Horwitz & Co., Inc.	Mechanical Construction	32,160.00	Building & Equipment
	Harry S. Horwitz & Co., Inc.	Engineering Construction	56,580.00	Reserve Bldg. & Maintenance Fund
67	Frey & Bergsten	Architectural Services	1,900.00	Building & Equipment

H.S.B.
Central
Services
Handy

Your committee recommends that Robert F. Fitzsimmons, County Auditor, be directed to set aside the above sums as indicated to pay said awards; and

That the Chairman of the County Board be directed to sign the contracts when the bonds are approved.

Respectfully submitted,

[Signature]

Edward B. Swanson

George W. Matthews

Richard O. Hanson

Commissioner Swanson offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.


Commissioner Matthews from the Committee on Ways and Means presented the following report:

Your committee recommends that the bond of Eddy Bakeries Company, Inc., for furnishing bakery goods for use by various departments during 1964, Contract Nos. 404, 104 and 103, be approved, it having been written by the Fidelity and Deposit Company of Maryland, a Maryland corporation, in the sum of \$14,801.30; and

That the bond of Ford Deep Rock Oil Company for furnishing petroleum products to the Highway Department (CMED) for 1964, Contract No. 40-402-31, be approved, it having been written by the Home Owners Insurance Company, a Minnesota corporation, in the sum of \$2,534.13; and

That the bond of Sunshine Biscuits, Inc., for furnishing bakery goods to Hennepin County (various departments) for 1964, Contract Nos. 113, 112, 114 and 409, be approved, it having been written by the Federal Insurance Company, a New York corporation, in the sum of \$1,337.60.

Respectfully submitted,


George W. Matthews Edward Swanson
Richard O'Hanlon

Commissioner Swanson offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Ainsworth from the Committee on Taxes presented the following report:

Your Committee recommends that the following applications for abatement of assessments and correction of taxes be approved and forwarded to the Commissioner of Taxation for consideration:

Name	Tax	Penalty
Frederick G. Berg.	\$ 19.58	- - -
Ernest Bundgaard	134.08	- - -
Fred A. Doerr.	73.34	- - -
Hennepin Co. Auditor for Minnetonka Assessor	243.60	- - -
Martha Jahnke Estate by Victor J. Larson . .	70.90	- - -
Mrs. Benedict W. Krisko.	- - -	13.77
Robert W. Lannan	65.66	- - -
George C. Levering	167.22	- - -
Richard C. Nelson.	91.00	- - -
Richard C. Ronallo	38.30	- - -
Louis E. Thayer.	113.16	- - -
John White	- - -	30.42

Respectfully submitted,

Edward B. Ainsworth

Matthews

George W. Matthews

Robert C. Hanson

Commissioner Matthews offered the following resolution, and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH Yea
MATTHEWS Yea
MRS. SCOTT Absent
SWANSON Yea
CHAIRMAN HANSON Yea

Resolution adopted.

Commissioner Ainsworth from the Committee on Taxes presented the following report:

Your committee recommends that the following applications for homestead classification pursuant to Chapter 485, Laws of 1949, be approved:

Name	Legal Description
Mrs. Hjalmer E. Thompson. . .	Helmer Sorenson Addn, Lot 1
Gregory Szlachtowski.	Lot 9, Auditor's Subdivision No. 316

Respectfully submitted,

[Signature]

George W. Matthews

Elwood Brown

Robert O. Hanson

Commissioner Matthews offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were four YEAS no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Matthews from the Committee on Ways and Means presented the following report:

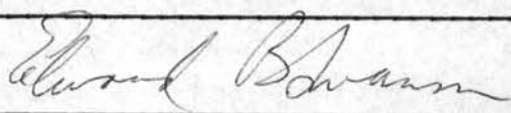
Pursuant to the resolution adopted by this Board August 27, 1957, your committee recommends that the following claims against the Contributions and Awards Fund be approved and ordered paid:

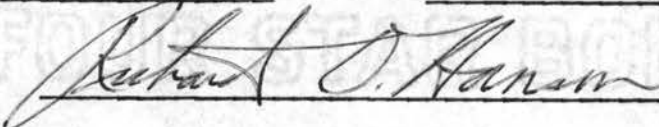
Hennepin Soil & Water Conservation District. . .	Annual dues.	\$ 129.50
Marion W. Tyree	Salary-Soil Conservation .	59.40
Julia Bartlett.	Expenses-Extension Service	63.20
Julia Bartlett.	Expenses-Extension Service	27.40
Evelyn Jenkins.	Expenses-Extension Service	4.20
George G. Roadfeldt	Expenses-Extension Service	59.17
Crook and Hanley, Inc.	Annual charges	48.00
Leslie Paper.	Paper.	21.50
Jacobson Fixture Exchange, Inc.	Files.	334.75

Respectfully submitted,



George W. Matthews





Commissioner Ainsworth offered the following resolution and moved its adoption:

RESOLVED, That the committee report be adopted.

The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

Commissioner Matthews from the Committee on Ways and Means presented the following report:

Your committee recommends that the following claims be approved and ordered paid:

Attorney Appropriation

American Photocopy Equipment Co.	Supplies.\$	12.75
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Auditor Appropriation

Miller-Davis Co.	Forms		1.65
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Budget and Purchasing Appropriation

Dairy & Poultry Market Service	Subscription.		33.60
Farnham's.	Letter tray		2.08
Globe Office Furniture Co. . .	Furniture		805.10
Leo A. Mattson Co.	Typewriter repairs. . . .		6.00
McClain-Hedman Schuldt Co. . .	Shelf guides.		26.94
N.W. Bell Telephone Co. . . .	Service		78.65
N.W. Bell Telephone Co. . . .	Centrex system.		5,057.26
Shaw-Walker Co.	Index		175.00

Clerk of District Court Appropriation

Burroughs Corp.	Maintenance		239.00
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Medical Examiner Appropriation

American Linen & Supply. . . .	Service		5.34
Central Services	Offset.		10.00
Gray Audograph Co.	Service call.		15.95
Gross Brothers-Kronicks. . . .	Laundry		5.79
Theresa Joncas	Typing reports.		219.00
Key Laboratories, Inc.	Tests		380.00
Minnesota Paper & Cordage Co.	Dixie cups.		20.04
Professor Rupert I. Murrill. .	Professional. service . .		15.00
Roff Trucking Co.	Service		4.00

Home School for Boys Appropriation

Pink Supply Co.	Material.	\$ 38.85
Stark Electronics Supply Co.	Supplies.	38.07
Wahl & Wahl, Inc.	Maintenance	168.00
Winship Frozen Food	Fish.	173.02

Juvenile Center Appropriation

American Linen & Supply Co. .	Laundry	26.49
Eddie Bakeries Co.	Bakery products-Contract.	90.71
Griswold Coffee Co.	Coffee-Contract	16.50
Lampert Yards	Oak Plank	22.20

Probation Officers Appropriation

Monarch Book Co.	Book.	5.70
Poucher Printing Co.	Folders	29.25
Wahl & Wahl, Inc.	Maintenance	168.00
Wheeldex Simpla Products, Inc.	Cards	71.03
The Williams & Wilkins Co. .	Book.	7.50

District Court Appropriation

Pick-Nicollet Hotel	Lodging for jurors.	116.50
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Court Commissioner Appropriation

Minneapolis N.P. Clinic . . .	Preliminary observations.	40.00
Western Union	Telegrams	33.89

Official Publications Appropriation

Minneapolis Suburban Newspapers	Commissioner's proceedings	1,031.25
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Probate Court Appropriation

Argus Publishing Co.	Forms	135.00
Crown Rubber Stamp Co.	Inked pads.	5.40
Farnham's.	Diary	5.00

REGISTER OF DEEDS APPROPRIATION

Wahl & Wahl, Inc.	Service	8.00
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Sheriff Appropriation

Carlbon Harness Store.	Holster, belts	\$ 25.00
Central Mobile Equipment Div.	Equipment rental	5,613.00
Filmshop, Inc.	Service.	41.61
Leonard Arthur Larson.	Mileage.	52.58
LeVahn Brothers, Inc.	Service.	19.40
Western Union.	Telegrams.	16.87

Sheriff-Jail Appropriation

Armour Food Service.	Meat	633.01
Eddy Bakeries Co., Inc.	Bakery products-Contract .	313.78
Gamble Robinson Co.	Groceries.	59.65
Griswold Coffee Co.	Coffee-Contract.	62.40
Johnson Produce Co.	Eggs	11.40
May Brothers Co.	Groceries.	88.10
Rochester Maintenance Supply .	Repairs.	270.00

Sheriff-Radio Appropriation

Mobile Radio Engineering . . .	Supplies	96.47
Nicholas Serbanic.	Services	212.40
Stark Electronics Supply . . .	Radio supplies	391.11

Torrens Title Examiner Appropriation

State of Minnesota	Laws of Minnesota	15.00
Wahl & Wahl, Inc.	Service.	8.00

Treasurer Appropriation

Crown Rubber Stamp Co.	Stamps	23.05
I.B.M. Corp.	Equipment rental	4,213.50
Pitney Bowes, Inc.	Tic year type.	3.75
Sexton Supply Co.	Control panel.	46.53

Veterans Service Appropriation

Leo A. Mattson Co., Inc.	Overhauling typewriter . .	26.00
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Chest Clinic Appropriation

Gross Brothers-Kronicks.	Laundry	83.08
McKesson & Robbins	Drugs	113.66
Rural Hennepin Public Health Nursing Service.	Home visits	1,130.59
Standard X-Ray Sales Co.	Films, etc.-Contract.	1,583.68
Lee Y. Goldman	Mileage	25.78
Willard H. Rosenow	Mileage	10.35
Jane U. Young.	Mileage	15.90

Library Fund

The Book Case, Inc.	Books	18.80
Ganzel Sign Co.	Signs	45.00
Gaylord Brothers, Inc.	Book supports	36.96
Golden Press, Inc.	Books	90.77
N.W. Bell Telephone Co.	Service	69.34
St. Paul Book & Stationery Co.	Books	112.38
Wendell-Northwestern, Inc.	Section labels.	167.20
Helen Young.	Mileage	36.30

Glen Lake State Sanatorium Fund

Inhalational Equipment Co.	Nebulizer, mouth pieces	157.50
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Central Services Fund

Crook & Hanley, Inc.	Supplies.	353.95
Farnham's.	Binders	51.60
Leef Bros., Inc.	Wiping cloths	3.00
Miller-Davis Co.	Supplies.	123.75
Minnesota Paper & Cordage.	Supplies.	124.21
Poucher Printing Co.	Forms	67.50
Simplex Time Recorder Co.	Time stamp.	184.18
Sterling Electric Co.	Photoflood lamps.	27.17

Property Rentals Fund

Anderson Agency.	Insurance	\$ 230.54
City of Minneapolis.	Turn off water.	10.00
Northern States Power Co. . .	Service	1.02
George A. Totten, Jr. County Treasurer	Street maintenance. . . .	6.00

Boat and Water Safety Fund

Central Services	Stores.	8.49
Dickey & Shaver, Inc.	Gasoline.	7.57
N.W. Bell Telephone Co. . . .	Service	24.35

Road and Bridge Appropriation

Rey. C. Malmquist, Treasurer City of Minneapolis.	Road maintenance-Contract- Project 6360.	55,237.50
Woodrich Construction Co. . .	Gravel-Contract	252.49
Central Weather Service of Minneapolis.	Service	300.00

Central Mobile Equipment Division Fund

Mobil Oil Co.	Gasoline-Contract	332.06
Equipment Guide-Book Co. . . .	Subscription.	52.00
Industrial & Truck Parts . . .	Repair parts.	5.05
King Tool Company, Ltd. . . .	Repair parts.	22.65
Kokesh Hardware.	Miscellaneous hardware. .	7.24
Randolph Light, Inc.	Repair parts.	3.94

Road Construction Fund (Chap. 598)

May L. Beery	Highway easement-Contract- Project No. 6204.	100.00
Earl L. Best, Evelyn C. Best, The Minneapolis Savings & Loan Assoc.	Road construction-Contract- Project No. 5825	22,500.00
Earl L. Best, Evelyn C. Best .	Road construction-Contract Project No. 5825.	500.00
Leo R. Downing, Ruth Marie Downing.	County road-Contract. . . Project No. 5817	500.00

Road Construction Fund (Chap. 598) Cont.

Leo R. Downing, Ruth Marie Downing, Minnesota Federal Savings and Loan Assoc.	County road-Contract- Project No. 5817.	\$16,800.00
Roy W. Greene, Ruth E. Greene	Road construction-Contract- Project No. 5825.	500.00
Roy W. Greene, Ruth E. Greene, Twin City Federal Savings and Loan Assoc.	Road construction-Contract- Project No. 5825.	6,000.00
Glenn W. Kinkel, Anna Kinkel	Road construction-Contract- Project No. 5825.	17,500.00
Arnold Kramer, Georgene Kramer	Road construction-Contract- Project No. 5825.	1,000.00
John F. Longtin, Patricia A. Longtin, Northwestern Federal Savings and Loan Assoc.	Road construction-Contract- Project No. 5825.	400.00
Lawrence H. Myhr, Elizabeth C. Myhr.	County road-Contract- Project No. 5817.	500.00
Lawrence H. Myhr, Elizabeth C. Myhr, The Prudential Insurance Co. of America.	County road-Contract- Project No. 5817.	16,600.00

Lake Improvement Fund

Northern States Power Co. Services. \$ 16.41

Respectfully submitted,

Wm. W. Swanson
George W. Matthews Evelyn Blum
Robert O. Hanson

Commissioner Swanson offered the following resolution and moved its adoption:

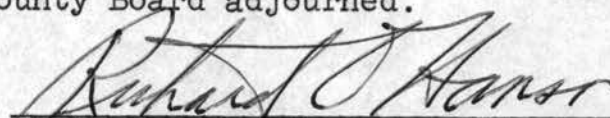
RESOLVED, That the committee report be adopted.

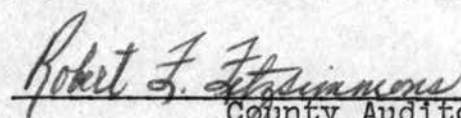
The question was on the adoption of the resolution, and there were four YEAS and no NAYS, as follows:

AINSWORTH	Yea
MATTHEWS	Yea
MRS. SCOTT	Absent
SWANSON	Yea
CHAIRMAN HANSON	Yea

Resolution adopted.

On motion, the County Board adjourned.


Chairman, Board of County Commissioners

Attest: 
County Auditor