

# TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
October 18, 2016*

## Public Comment

John Poston, Republican Candidate for State Representative 9A, presented campaign issues to support on behalf of Todd County.

## Call to Order

The Todd County Board of Commissioners met in the Commissioner's Board Room in the City of Long Prairie, MN on the 18<sup>th</sup> day of October, 2016 at 9:00 AM. The meeting was called to order by Chairperson Becker. The meeting was opened with the Pledge of Allegiance. All Commissioners present with Commissioner Erickson absent.

## Approval of Agenda

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote. To approve the agenda as presented.

## Routine Business

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants number 44482 through 44617 in the amount of \$192,106.20.

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Health & Human Services Warrants number 511725 through 511819 in the amount of \$153,182.80.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner's Meeting Minutes for August 2, 2016 and August 16, 2016 as read.

On motion by Kircher and second by Kneisl the following resolution was adopted by unanimous vote:

### **GAMBLING PERMIT FOR BROWERVILLE SPORTSMAN CLUB**

**WHEREAS**, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Browerville Sportsman Club through this resolution;

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a one day Gambling Permit for the Browerville Sportsman Club to hold a raffle at Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Road, Clarissa, MN on March 5, 2017.

## Auditor-Treasurer's Office / PFM Group

On motion by Neumann and second by Kneisl, the following resolution was introduced and adopted by unanimous vote: To authorize issuance, awarding sale, prescribing the form and details and providing for the payment of \$3,140,000 General Obligation Refunding Bonds, Series 2016. (Copy of full file available in the Auditor/Treasurer's Office.)

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## Assessor's Office

On motion by Kircher and second by Neumann the following motion was introduced and adopted by unanimous vote: To reappoint Christopher Odden as Todd County Assessor.

## Staples Township Board

Members of the Staples Township Board were present to address concerns with Zoning & Permits within their township boundaries.

## Todd County Ag Society

Deb Nelson, Todd County Ag Society President provided a summary of 2016 activities for the County Board to review.

## Planning & Zoning

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Preliminary Plat for Rachels Grove with the condition that the plat map be amended to correct street labeled as Douglas Street to be changed to Douglas Drive for Thomas and Kathleen Detloff Site Address: 16295 County 102 Parcel #06-0041300.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Preliminary Plat for Camacho Addition with no conditions for Christopher and Holly Camacho Parcel #25-0024402.

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the zoning amendment request by Rudy Miller to rezone parcel 28-0022600 from R10 to AF-2.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To appoint Arnold Boie as Planning Commission representative for District 1 starting November 2016.

Item 10.1 Land Stewardship Award will be moved to a future meeting.

## Health & Human Services

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Memorandum of Understanding with NJPA for Contracting Services effective 1/1/2017 – 12/31/2017.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the hire of Jennifer Swanson to fill the open Support Enforcement Aide position Grade 5, Step 1 - \$17.38/hr contingent upon successful completion of required background check and/or employee physical.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the hire of Natalie Mejia to fill the open Eligibility Worker position at

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Grade 6, Step 1 - \$18.42/hr contingent upon successful completion of required background check and/or employee physical.

## Human Resources

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To authorize County Coordinator to sign NeoGov order form as presented and reviewed by the County Attorney.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the transfer of \$7,250 from Wages line item to Tax, Financial, Payroll, & PC Support line item.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by roll call vote: To approve filling the full-time position of County Coordinator in County Administration. Becker, yes; Erickson, absent; Neumann, yes; Kneisl, yes; Kircher, no.

## Closed Session

Chairperson Becker asked for a motion to close the board meeting to proceed into a Closed Session to discuss matters of an employee subject to the authority of the County Board regarding separation from employment. This meeting is being held pursuant to Minnesota Statute Section 13D.05 Subd. 3(b) attorney-client privilege. Therefore, the meeting is being closed so the County Board can make an informed decision with the advice of counsel; that advice cannot be freely given where the opponent can listen; that tax dollars are at stake in the event of a poor or uninformed decision; that nothing beyond the specific matter justifying the closure will be discussed.

On motion by Kneisl and second by Neumann, the meeting was closed at 10:30 a.m. Closed Session was held within the small Commissioner's Room.

On motion by Neumann and second by Kneisl, the meeting was reopened at 10:49 a.m.

## Auditor-Treasurer Report

Real Estate Tax Day processes are wrapping up. Update provided on current Absentee Voting statistics for the upcoming General Election. The facilities committee will be having a meeting on October 28<sup>th</sup> where persons with interest on the expo building's future are welcome to attend.

## Commissioners' Report

The Commissioners reported on the meetings they had attended.

## Coordinator's Report

The review of applicants for the Payroll Specialist position is underway. Discussion of potential attendance reservations for upcoming AMC Conferences for the Commissioners.

## Adjourn

On motion by Kircher and second by Kneisl, the meeting was adjourned for the month of October 2016.

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## COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
BLOMBECK CONSTRUCTION CO INC	\$ 7,362.50
BROWERVILLE TRUCKWASH/BIG BOYZ	\$ 2,822.32
CELLULAR CONCRETE INC.	\$ 11,636.00
CENTRAL APPLICATORS INC	\$ 13,598.05
EMERGENCY AUTOMOTIVE TECH	\$ 10,903.91
EPIPHANY COMMUNITY SERVICES	\$ 4,250.00
FARMERS STATE BANK	\$ 30,388.75
JOHNSON CONTROLS	\$ 2,974.00
M-R SIGN COMPANY INC	\$ 4,060.00
MINNESOTA ELEVATOR INC	\$ 2,775.00
NO NAME CONSTRUCTION	\$ 45,800.00
REACHING SOFTWARE, LLC	\$ 2,000.00
RTVISION INC	\$ 2,410.20
STAPLES WORLD	\$ 4,455.95
STREET STYLE	\$ 3,422.02
TASER INTERNATIONAL	\$ 2,197.79
Payments less than 2000	\$ 41,049.71
Total:	\$ 192,106.20

## HEALTH & HUMAN SERVICES WARRANTS

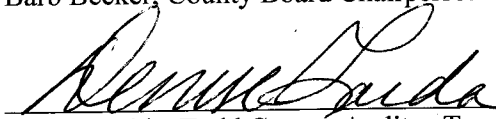
VENDOR NAME	AMOUNT
# 14471	\$ 2,007.30
COMMUNITY AND FAMILY SRVS LLC	\$ 12,726.95
# 4453	\$ 5,100.00
GERARD TREATMENT PROGRAMS	\$ 3,121.00
HEARTLAND GIRLS RANCH	\$ 9,115.50
HOLISTIC FAMILY EDUCATION SRVS	\$ 5,219.37
# 1911	\$ 2,581.24
KINDRED FAMILY FOCUS	\$ 2,801.10
LUEBESMIER/HEATHER	\$ 2,090.00
# 10746	\$ 3,062.70
MCMAHON COUNSELING & CONSULTATION SRVS	\$ 2,250.00
MINNESOTA CONSTRUCTION INC	\$ 6,600.00
NORTHERN PINES MENTAL HLTH CTR	\$ 24,135.00
# 14162	\$ 2,419.56
PORT OF CROW WING GIRLS HOME	\$ 5,340.00
STEP	\$ 6,748.04
# 14203	\$ 2,604.00
Payments less than 2000	\$ 55,261.04
Total:	\$ 153,182.80

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On a motion by Erickson and second by Kircher, the preceding minutes of the County Board meeting held October 18, 2016 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on December 7, 2016.

Witness my hand and seal:

  
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Barb Becker, County Board Chairperson

  
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Denise Gaida, Todd County Auditor-Treasurer