

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
December 7, 2016*

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 7th day of December, 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 were present.

Approval of Agenda

On motion by Erickson and second by Neumann, 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 Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Auditor Warrants number 228460 through 228700 in the amount of \$2,051,230.20.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants number 44832 through 44964 in the amount of \$225,684.48.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Health & Human Services Warrants number 511947 through 511979 in the amount of \$36,512.66 and number 69587 through 69755 in the amount of \$110,767.45.

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner's Meeting Minutes for October 4, 2016, October 18, 2016, November 1, 2016, and November 15, 2016 as presented.

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

GAMBLING PERMIT FOR MIDWEST OUTDOORS UNLIMITED PRAIRIE PARTNERS
WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for Midwest Outdoors Unlimited Prairie Partners through this resolution;
NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a one day Gambling Permit for Midwest Outdoors Unlimited Prairie Partners to hold a raffle at the Hub Supper Club in Burnhamville Township at the address 30905 County 13, Burtrum, MN on March 4, 2017.

On motion by Kneisl and second by Neumann, the following resolution was introduced and adopted by unanimous vote:

GAMBLING PERMIT FOR NWTF-STRUTTIN BLACK BEARDS
WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for NWTF-Struttin Black Beards through this resolution;

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NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a one day Gambling Permit for NWTf-Struttin Black Beards to hold a raffle at the Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Rd, Clarissa, MN on February 4, 2017.

Public Works

On motion by Kircher and second by Erickson, the following resolution was introduced and adopted by unanimous vote:

2017 MASTER BRIDGE PRIORITY REPLACEMENT LIST

WHEREAS, Todd County has determined that the attached list of bridge on County State Aid Highways, County Roads, Township Roads, and Municipal Streets are either listed as structurally deficient or are a high priority for removal and replacement within the immediate future, and;

WHEREAS, local roads play an essential role in the overall state transportation network and local bridges are a critical component of the local road system, and;

WHEREAS, State support for the replacement of bridges continues to be crucial to maintaining the integrity of the local road system and is necessary funding source for the County, Townships, and Municipalities to proceed with replacements of the bridges on the attached list, and;

WHEREAS, Todd County intends to proceed with the replacement of these bridges as soon as either State Transportation Bond Funds or State Townbridge Funds become available.

NOW, THEREFORE BE IT RESOLVED, that Todd County commits that it will proceed with the replacement of these listed bridges immediately after being notified of the availability of State Transportation Bond Funds or State Townbridge Funds.

On motion by Kircher and second by Neumann, the following resolution was introduced and adopted by unanimous vote:

2021 AREA TRANSPORTATION IMPROVEMENT PLAN

TODD COUNTY PROJECT NOMINATION – CSAH 12

WHEREAS, the Central Minnesota Area Transportation Partnership (ATP) annually solicits projects for State Transportation Improvement Program (STIP) funding which provides for improvements to the transportation systems, with money requests being project specific, and;

WHEREAS, project nominations must meet eligibility guidelines and qualifying criteria as established by the Central Area Transportation Partnership, and;

WHEREAS, the Todd County Public Works Department recommends that the following project be submitted and nominated for inclusion in the 2021 Area Transportation Improvement Plan, which is a prioritized list of transportation projects that the Central Minnesota Partnership recommends for inclusion in the State Transportation Improvement Plan (STIP),

County State Aid Highway 12 – from Trunk Highway 287 to Trunk Highway 28

SP 077-612-01X: Bituminous Mill and Overlay Project with Aggregate Shouldering

, and;

WHEREAS, this project is currently listed on the Todd County Public Works Department Proposed Five Year Construction Plan.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby support the recommendation of the Public Works Department for submittal and nomination of the above noted project and requests said project be included in the State Fiscal Year 2021 Area Transportation Improvement Plan.

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

REJECT BID FOR SALE OF COUNTY OWNED PARCELS 36-4013300 & 36-4014300 (IMPOUND LOT AND STS WOOD SALE LOT)

WHEREAS, Todd County was approached by Long Prairie Packing Company, LLC to consider selling two County owned parcels that contain the Sherriff's Impound Lot, Veteran's Service Garage, and the Sentence to Serve Wood Sale Lot (Parcel ID 36-4013300 and Parcel ID 36-4014300), and;

WHEREAS, the County compiled a \$277,183.00 cost estimate to provide for full replacement of these lots and publically advertised to accept bids for these parcels with a minimum bid requirement that equaled or exceeded the replacement cost of these parcels, and;

WHEREAS, a sealed bid of \$277,185.00 was received from Henry Street Properties, LLC on November 8th, 2016, which contained additional documents (Purchase Agreement Addendum and Lease Agreement) that have caused the bid to be considered incomplete.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby reject the bid of \$277,185.00 from Henry Street Properties, LLC and authorizes the County Engineer to proceed with the process of re-advertising for a public sale of County owned Parcels 36-4013300 and 36-4014300.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Budget Request Form to rollover funds to FY2017 Road and Bridge Budget for the purchase of a new sign truck and components.

Ditch Inspector

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

CONTINUATION OF MAINTENANCE FUND – COUNTY DITCH 19

WHEREAS, County Ditch 19 has a Maintenance Fund that was established in 1991; this Maintenance Fund has been continued every five years by having a Public Hearing; the current assessment was finished as of payable 2016 taxes; and

WHEREAS, after having discussions with other County Ditch Inspectors and Kurt Deter, Ditch Attorney, we have been advised that it is not necessary to incur the expense of a Public Hearing to continue the Maintenance Fund; and

WHEREAS, the current dollar amount being raised each year for the Maintenance Fund is adequate; and
WHEREAS, Kurt Deter advised that the Ditch Authority can approve a resolution continuing the Maintenance Fund at the existing \$4,410.00 per year.

NOW, THEREFORE BE IT RESOLVED, the Todd County Ditch Authority approves the continuation of the County Ditch 19 Maintenance Fund for the 2017 tax year for the total amount of \$4,410.00; and
BE IT FURTHER RESOLVED, a Resolution will be brought before the Ditch Authority yearly for a decision on the Maintenance Fund continuation.

Sheriff's Office

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

2016 FEDERAL BOATING SAFETY EQUIPMENT GRANT

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WHEREAS, Todd County Sheriff Don Asmus has submitted the 2016 Federal Boating Safety Grant to the Todd County Board of Commissioners, and;

WHEREAS, in this Boat and Water Safety grant it awards the amount of \$4,100.00 to Todd County to purchase 1 sonar device, 1 pair of binoculars, 1 boat prop and 1 boat cover.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners accept the 2016 Federal Boating Safety Equipment Grant and authorize Sheriff Don Asmus to carry out the conditions of the grant.

County Surveyor/County Recorder

On motion by Neumann and second by Kneisl the following motion was introduced and adopted by unanimous vote: To approve signing the Surveyor's Certificate of Plat Correction for MICHAEL'S SUBDIVISION OF A PORTION OF GOVERNMENT LOT 1 SECTION 4, TWP 128N, RANGE 35W AND A TRIANGULAR PARCEL IN SEC 5 T128N, R35W.

Planning & Zoning

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

FINAL PLAT APPROVAL – “CAMACHO ADDITION” SUBDIVISION

WHEREAS, Applicant Christopher and Holly Camacho applied to subdivide a property that is part of Govt. Lot 4 in Section 24 of Villard Township with the plat to be known as Camacho Addition

WHEREAS, The Camacho Addition Plat consists of one residential lot of 10.49 acres more or less, located in the Shoreland Zoned District of Long Prairie River,

WHEREAS, On October 6, 2016 the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance: That part of Government Lot 4 and that part of the Southwest Quarter of the Southwest Quarter all in Section 24, Township 133 North, Range 32 West, Todd County, Minnesota. Described as follows: Commencing at the southwest corner of said Section 24; thence North, assumed bearing, along the west line of said Section 24, 1270.26 feet to the point of beginning of the land to be described; thence northeasterly along a tangential curve concave to the east, radius of 818.51 feet, central angle of 42 degrees 52 minutes 43 seconds, 612.55 feet, said curve also being the center of a public roadway (C.S.A. H. No. 28); thence North 42 degrees 52 minutes 43 seconds East, along tangent and along said center line, 573.65 feet; thence North 00 degrees 23 minutes 31 seconds East 374 feet, more or less, to the shoreline of the Long Prairie River; thence westerly along said river, 650 feet, more or less, to the west line of said Government Lot 4; thence South 01 degrees 11 minutes 38 seconds West, along said west line, 40 feet, more or less, to the west quarter corner of said Section 24; thence South, along said west line of Government Lot 4, a distance of 1351.12 feet to the point of beginning. 10.49 acres

WHEREAS, On October 18, 2016 the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Camacho Addition Preliminary Plat (Subdiv_2016-3) with no conditions.

WHEREAS, the Planning & Zoning Department has completed the necessary final plat review and find that all items required for final plat approval have been completed.

NOW, THEREFORE BE IT RESOLVED, the final plat of “Camacho Addition” subdivision be approved as presented.

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On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To adopt the Planning and Zoning Fee Schedule for 2017 as presented.

SWCD

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To rescind Board Action taken on November 15, 2016 for hiring Mike Becker for Wetland Conservation Coordinator.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the request to put out a bid for vehicles with local vendors.

Solid Waste

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Committee recommendation that, beginning January 1, 2017, the Todd County Transfer Station hours of operation be modified to Winter Hours (December through March) of One Saturday per month 8:00 a.m. to 12:00 p.m. that being the 1st Saturday of the month and Summer Hours (April through November) of every Saturday 8:00 a.m. to 12:00 p.m.

Auditor-Treasurer Report

Reminders of upcoming meeting dates for the month of December, 2016.

Commissioners' Report

The Commissioners reported on the meetings they had attended.

Commissioner Becker recessed the meeting until December 20th, 2016.

AUDITOR WARRANTS

<u>VENDOR NAME</u>	<u>AMOUNT</u>
AMERICAN HERITAGE BANK	\$ 2,610.00
BERNDT/HARLAN	\$ 3,434.66
COMPUTER PROFESSIONALS	\$ 4,455.00
GENE-O'S COUNTRYSIDE REST LLC	\$ 7,506.05
LONG PRAIRIE SANITATION INC	\$ 3,261.79
PETERS & CHURCHWELL	\$ 5,847.56
Prairie Lakes Municipal Solid Waste Auth	\$ 43,401.03
SANOFI PASTEUR INC	\$ 2,950.33
WONDERLICH/SCOTT A	\$ 4,542.00
Payments less than 2000	\$ 12,768.38
AMERICAN HERITAGE BANK	\$ 60,620.57
CARD SERVICES COBORNS	\$ 3,019.57
FLEET SERVICES/WEX BANK	\$ 4,145.18
LONG PRAIRIE OIL COMPANY	\$ 5,153.06
MASWCD	\$ 2,536.00
MINNESOTA POWER & LIGHT	\$ 13,745.51
MN DEPT OF FINANCE	\$ 6,687.00
MORRISON COUNTY	\$ 31,664.10

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STEP	\$	4,966.50
Payments less than 2000	\$	9,223.80
ABC CONT OF CEN MN LLC	\$	7,189.05
ALLIANCE BUILDING CORPORATION	\$	4,085.00
AMERICAN HERITAGE	\$	8,302.52
CITY OF LONG PRAIRIE	\$	227,294.41
LONG PRAIRIE OIL COMPANY	\$	2,985.56
SAUK RIVER WATER SHED DISTRICT	\$	21,173.48
STAPLES ADVANTAGE	\$	3,600.72
TRIMIN SYSTEMS INC	\$	12,600.00
VOYANT COMMUNICATIONS, LLC	\$	3,792.99
Payments less than 2000	\$	13,309.56
CENTERPOINT ENERGY	\$	2,350.36
ROBERT R. SCHROEDER CONST. INC.	\$	146,953.60
SHIRLEY'S GAS & GROCERIES	\$	2,172.17
STRUCTURAL SPECIALTIES INC	\$	27,640.82
TODD CO AGRICULTURAL SOC.	\$	2,556.28
Payments less than 2000	\$	8,779.13
AMERICAN HERITAGE BANK	\$	41,281.32
CITY OF BERTHA	\$	10,839.60
CITY OF BROWERVILLE	\$	7,996.03
CITY OF CLARISSA	\$	6,555.63
CITY OF EAGLE BEND	\$	13,952.35
CITY OF GREY EAGLE	\$	5,252.03
CITY OF HEWITT	\$	4,116.03
CITY OF LONG PRAIRIE	\$	12,729.99
CITY OF OSAKIS	\$	5,012.72
CITY OF STAPLES	\$	20,496.53
REGION V DEVELOPMT COMMISSION	\$	2,985.25
SAUK RIVER WATER SHED DISTRICT	\$	7,523.83
SCHOOL DISTRICT 213	\$	85,539.31
SCHOOL DISTRICT 2170	\$	43,503.11
SCHOOL DISTRICT 2753	\$	258,145.33
SCHOOL DISTRICT 2759	\$	55,578.44
SCHOOL DISTRICT 486	\$	34,677.28
SCHOOL DISTRICT 740	\$	3,130.60
SCHOOL DISTRICT 743	\$	57,653.20
SCHOOL DISTRICT 786	\$	81,010.01
SCHOOL DISTRICT 787	\$	53,371.95
SCHOOL DISTRICT 818	\$	7,603.98
TOWN OF BARTLETT	\$	11,085.00
TOWN OF BERTHA	\$	20,789.84
TOWN OF BIRCHDALE	\$	13,197.40
TOWN OF BRUCE	\$	12,038.41
TOWN OF BURLEENE	\$	17,689.61

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TOWN OF BURNHAMVILLE	\$	15,355.03
TOWN OF EAGLE VALLEY	\$	19,371.04
TOWN OF FAWN LAKE	\$	8,851.22
TOWN OF GERMANIA	\$	14,096.93
TOWN OF GORDON	\$	35,702.55
TOWN OF GREY EAGLE	\$	13,516.81
TOWN OF HARTFORD	\$	27,889.59
TOWN OF IONA	\$	24,317.29
TOWN OF KANDOTA	\$	9,330.56
TOWN OF LESLIE	\$	17,969.69
TOWN OF LITTLE ELK	\$	7,969.53
TOWN OF LITTLE SAUK	\$	18,749.18
TOWN OF LONG PRAIRIE	\$	19,339.24
TOWN OF MORAN	\$	15,503.07
TOWN OF REYNOLDS	\$	20,075.63
TOWN OF ROUND PRAIRIE	\$	38,869.80
TOWN OF STAPLES	\$	15,375.50
TOWN OF STOWE PRAIRIE	\$	25,493.30
TOWN OF TURTLE CREEK	\$	6,691.01
TOWN OF VILLARD	\$	12,061.58
TOWN OF WARD	\$	20,557.46
TOWN OF WEST UNION	\$	15,152.65
TOWN OF WYKEHAM	\$	24,804.98
Payments less than 2000	\$	3,108.04
Total:	\$	2,051,230.20

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
APPLIED CONCEPTS INC	\$ 5,053.80
CENTRACARE HEALTH SERVICES	\$ 4,950.68
CENTRAL SPECIALTIES INC	\$ 55,250.08
COMPASS MINERALS AMERICA	\$ 17,177.25
DIGITAL ALLEY	\$ 2,620.00
DLT SOLUTIONS INC	\$ 7,181.48
GOULD/RHONDA M	\$ 2,567.00
H & L MESABI	\$ 7,063.40
LITTLE FALLS MACHINE INC	\$ 2,106.18
MENCH/JAMES	\$ 7,431.00
MORRISON CO PUBLIC HEALTH SERV	\$ 3,830.22
NOW MICRO INC	\$ 2,796.00
OFFICE VENTURES	\$ 2,019.65
ROYAL TIRE	\$ 14,748.00
TRUENORTH STEEL	\$ 39,780.90
TURNKEY/THREE SQUARE MARKET	\$ 5,037.26
WADENA ASPHALT CO	\$ 4,550.00
ZUERCHER TECHNOLOGIES LLC	\$ 11,476.00

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Payments less than 2000	\$ 30,045.58
Total:	\$ 225,684.48

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
DHS - MSOP- MN SEX OFFENDER PROGRAM	\$ 5,735.00
DHS - ST PETER RTC - 472	\$ 13,144.00
DHS - SWIFT	\$ 15,790.61
FRESHWATER EDUCATION DISTRICT	\$ 12,227.00
ITEN FUNERAL HOME - BROWERVILLE	\$ 4,000.00
PERISH/ALAN	\$ 2,130.94
RURAL MN CEP INC	\$ 18,966.73
162 PAYMENTS LESS THAN 2000	\$ 38,773.17
Total:	\$ 110,767.45

VENDOR NAME	AMOUNT
LUTHERAN SOCIAL SERVICE OF MN-ST PAUL	\$ 3,447.22
NORTH HOMES CHILDREN & FAMILY SRVS	\$ 6,939.35
NORTHERN PINES MENTAL HLTH CTR	\$ 5,030.50
PORT OF CROW WING BOYS HOME	\$ 3,204.00
WEST CENTRAL REG JUVENILE CTR	\$ 3,312.50
Pymts less than 2000	\$ 14,579.09
Total:	\$ 36,512.66

On a motion by Erickson and second by Kneisl, the preceding minutes of the County Board meeting held December 7, 2016 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on December 20, 2016.

Witness my hand and seal:


Barb Becker, County Board Chairperson


Denise Gaida, Todd County Auditor-Treasurer