

TODD COUNTY BOARD OF COMMISSIONERS

Regular Board Meeting Agenda

Date: January 5, 2009

Time: 9:00 AM

Meeting to be held in the County Board Room, Main Street Government Center, 347 Central Avenue,
Long Prairie, Minnesota.

Item #		Approx. Time
1	Call to Order and Roll Call	9:00
2	Pledge of Allegiance	9:01
3	Board Organization	9:03
3.1	Election of Chair and Vice-Chair	
3.2	Resolution - Board Protocol	
3.3	Resolution - Designation of Official Newspaper	
3.4	Resolution - Designation of Extra Publication	
3.5	Resolution - Committee Assignments	
3.6	Resolution - Establish 2010 County Board Meeting Dates	
4	Todd-Wadena Community Corrections	9:30
4.1	Resolution - Continue Joint Powers	
4.2	Resolution - Executive Committee Appointments	
4.3	Resolution - Community Advisory Board	
5	County Auditor-Treasurer	9:45
5.1	Approve Commissioner Warrants #23259 to #23342, \$69,921.08	
5.2	Approve Auditor Warrants #213456 to 213606, \$395,300.92	
6	Todd County Sheriff's Department	9:50
6.1	Resolution - Acceptance of Safe and Sober Award	
7	Veterans Service Officer	10:00
7.1	Grant Approval	
8	County Recorder	10:05
8.1	Resolution - Establish Recorder's Fee Schedule	
9	Administration	10:10
9.1	Resolution - Set Elected Row Officers Minimum Salaries	
	Resolution - Accept Responsibility for Todd County Development	
9.2	Corporation	
10	Committee of The Whole	10:30
10.1	Legislative Positions and Priorities	
10.2	ARRA Bonds	
10.3	Park Use Policies	
11	Standing Reports	11:00
11.1	Administrator's Report	
11.2	Commissioners' Reports	
11.3	Upcoming Meeting Schedule	
12	Adjourn	

The County Board Meeting will begin promptly at the prescribed time. The County Board reserves the right to alter the order of the agenda items and the amount of time allowed for an item based on business needs.

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050001	

Title (for publication with the Agenda): Election of Chair and Vice-Chair	
Date of Meeting: Jan 5, 10	Total time requested: 5 min
Department Requesting Action: Admin	
Presenting Board Action/Discussion at Meeting: Board	
Background <input type="checkbox"/> Supporting Documentation enclosed	
It is customary for Todd County Board members to serve as chair of the board in rotation. If the Commissioners choose to follow the traditional method, Commissioner David Kircher will be Chair and Commissioner Mark Blessing will be Vice-Chair for 2010.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
The Todd County Board of Commissioners appoints Commissioner David Kircher as Chair of the Board and Commissioner Mark Blessing as Vice-Chair for 2010.	
Financial Implications: \$na	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures
County Board Chairman:
David Kircher
Clerk to the Board:
Nathan Burkett, County Administrator
Seal

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050002	

Title (for publication with the Agenda): Board Protocol	
Date of Meeting: 010510	Total time requested: 5 Min
Department Requesting Action: Admin	
Presenting Board Action/Discussion at Meeting: Board	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Resolution attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$ na	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures County Board Chairman: _____ David Kircher Clerk to the Board: _____ Nathan Burkett, County Administrator

Seal

TODD COUNTY BOARD OF COMMISSIONERS

A Resolution Establishing Board Protocol

WHEREAS, the Todd County Board of Commissioners has chosen to adopt Board Protocol to guide conduct and procedure of operations and meetings.

NOW, THEREFORE BE IT RESOLVED, that the following Board Protocol is adopted:

1. Board Rules to be Passed as Second Resolution

Immediately following the appointment of a County Board Chair each year, the County Board Chair shall direct that the second resolution to be passed shall be the Rules of the County Board, Board Rules shall not be passed for a period longer than one year.

2. Designation of the Board Chair and Vice-Chair

The County Board shall annually elect a Board Chair and Vice Chair. In addition to having responsibilities as outlined below, the Board Chair and Vice Chair shall also constitute, along with the County Administrator the Executive Committee of the County. The Executive Committee shall have primary (but not sole) responsibility to advise the County Administrator as to agenda setting, personnel, finance, budget and other administrative issues.

3. Regular Meetings

The Board shall hold regular meetings on the first and third Tuesday of each month and the fifth Tuesday of each month that has five Tuesdays. Regular meetings on the first and third Tuesday shall commence at 9:00 am in the County Board Room at the Main Street Government Center, Long Prairie, MN. Regular meetings on the fifth Tuesday shall commence at 7:30 pm in the County Board Room at the Main Street Government Center, Long Prairie, MN. On a majority vote of the County Board, a meeting time, time, date or venue may be changed.

4. Special Meetings

The Chair or three members of the Board may call special meetings. Such meetings shall be called with a twelve hour advance notice to all available Board members and members of the news media. If time will allow, published notice in the official newspaper shall be given to the public.

Notwithstanding any other requirements, notice shall be published on the County Courthouse bulletin board. Either or both notice shall specify: (1) the specific item or items to be considered at the special meeting, and (2) the date, time, and place of the meeting. Special meetings of the County shall be held in the County Board Room, unless the Board has determined that other facilities are to be used. All special meetings of the Board shall be limited to the specific item or items set forth in the notice.

5. Presiding Officer, Roll Call

The Board Chair, or in the Board Chair's absence, the Vice Chair of the Board shall take the chair at the time appointed for the meeting and call the Board to order. The Board Chair or Vice Chair calling the meeting to order shall be the Presiding Officer for the balance of the meeting.

TODD COUNTY BOARD OF COMMISSIONERS

6. Quorum

A majority of the members of the Board shall constitute a quorum for the transaction of business. The Board Chair shall be a member of the Board, and shall have the right to vote on all matters coming before it, but shall have no veto power.

7. Minutes

The Administrator shall prepare written copies of the minutes of the preceding meeting of the Board of Commissioners and distribute them to its members no later than the start of its current session. One or more copies of the minutes shall be available in the Office of the Administrator for examination by members of the public. Upon the appearance of a quorum at a Commissioners Board Meeting, the Board Chair shall inquire of the Board whether they wish to approve, disapprove, or amend the minutes of the previous meeting of the Board of Commissioners as prepared by the Administrator. Any mistake or omission in the minutes may then be corrected by the Board.

8. Order of Business

a) Public Comment

The Board shall designate the 15 minutes preceding each regular meeting of the County Board as a public comment period. Members of the public wishing to address the Board may do so at this time. The Administrator shall provide a method for members of the public to sign up to speak. The Board Chair is responsible for limiting the amount of time for each member of the public wishing to speak. In the event there are more members of the public wishing to speak than 15 minute allows for, the County Board Chair may open the meeting and amend the agenda to include extended public comment.

The public comment period is not an appropriate venue to address specific personnel issues. If a member of the public wishes to address a specific personnel issue, the Board Chair shall direct the speaker to address the issue with the Administrator following the meeting.

b) Order and Decorum

The Board Chair or Vice Chair of the Board shall preserve order and decorum. The Administrator shall act as parliamentarian and the Board Chair shall decide questions of order, subject to an appeal to the Board.

Every Board member, member of the public or member of the press shall respectfully address the Chair by the appellation of "Mr. Chairman" or "Madame Chair", and shall not speak further until recognized the Chair. Once a member of the audience has been recognized by the chair as requesting to address the Board of Commissioners, the Chair shall require the individual to identify themselves by stating their name and address.

c) Agenda

TODD COUNTY BOARD OF COMMISSIONERS

The Administrator shall prepare a written agenda in advance of all board meetings and shall place Call to Order as Item No. 1; and thereafter other items of business in the order of presentation which the Administrator deems best or as directed by the Board of Commissioners.

County staff wishing to place an item of business upon the agenda shall advise the Administrator of the particular item of business not later than 4:00 pm on Wednesday immediately preceding the Board meeting. The Administrator shall release the proposed agenda and information packet, including posting on the Todd County Website not later than the Friday immediately preceding the Board Meeting. The Board Chair may choose to require the Administrator to send the agenda to the Board Chair for approval prior to public release.

County departments or organizations requesting that an item be placed on the agenda shall furnish sufficient details so as to enable the Administrator to enter the item on the board meeting agenda in a summary adequate to alert the public as to the nature of the matter to be discussed. If the Administrator is unable, from the information received, to prepare a summary, the Administrator may refuse to place the matter on the agenda.

The Board by majority vote may amend the proposed agenda. After approval of the proposed agenda no amendments will be made except upon a 4/5th vote of the Board.

d) Consent Agenda

The consent agenda is provided for items considered to be general business items. Items which may be placed on the consent agenda are as follows

- Minutes
- Claims and warrants
- Budget amendments
- Personnel actions
- Conditional use permits
- Resolutions related to plats
- Resolutions authorizing permits or licenses
- Resolutions directing administrative action such as to make a payment, authorize a project or finalize a project

Any one Board Member may ask that an item be removed from the consent agenda and placed on the regular agenda. Board members who intend to remove an item from the consent agenda shall attempt to inform the Administrator before the County Board meeting. Items removed from the consent agenda may be placed where it is most reasonable on the regular agenda.

9. Discussion and Debate

The Board shall be guided by, but not restricted to Robert's Rules of Order all cases in which they are applicable, and in which they not inconsistent with State Statute or the Standing Rules of the Board.

- a) No ordinary motion shall be debated, or put, unless the same is seconded by a board member (or the chair). The Chair or Presiding Officer shall restate any motion if requested to do so by a member of the Board of Commissioners. Items on the agenda may be debated prior to the submission of an ordinary motion. The withdrawal of either the motion or the second to a motion shall terminate debate on the motion.

TODD COUNTY BOARD OF COMMISSIONERS

- b) When a question is under debate, no motion shall be received other than the following privileged motions: a) to lay on the table; b) to divide the question; c) to postpone indefinitely; d) to postpone to a certain day; e) to refer; f) to adjourn. The privileged motion shall have precedence in the order in which they are arranged. All privileged questions shall be decided immediately without debate. A Board member may make a negative motion to defeat a resolution or ordinance. This "objection to the consideration" of the matter is considered a privileged motion and requires a second, and must pass by a simple majority. If no motion is made on an item, the matter automatically dies or does not pass.

10. Voting

When a question is put by the Chair, every member present shall vote; unless the Board, for special reason, shall excuse a member prior to the calling of the roll or a legal conflict of interest prohibits a member voting. Any member, who being present when his or her name is called fails to vote upon any then pending proposition, unless previously excused by the Board, shall be counted as having voted in the positive. In all cases, the call of the roll shall be alphabetically by the family surname of each Board member except that the Chairman or Presiding Officer shall vote last.

11. Calling Vote

The ayes and nays shall be called upon the passage of ordinances and the consent agenda. Unless a member requests, other items will be by voice vote. When a vote is called for and a Board member is silent, the Board member will be recorded as voting in the affirmative on the question. A member may demand a roll call vote at any time prior to the assumption of other business.

12. Ordinances

Requests for consideration of an ordinance or ordinance amendment shall be submitted in writing to the County Board. Every proposed ordinance shall be considered at two public hearings referred to as first reading and second reading. Requests related to land use shall be referred by motion of the County Board to the Planning Commission for the purpose of conducting the first reading public hearing and adopting a singular recommendation for submittal to the County Board. The County Board will conduct the first reading public hearing in all other matters.

Any ordinance drafts referred by the Board to the Planning Commission or others shall be posted on the Todd County website and written notice of a 30 day comment period for all proposed ordinances or amendments thereto shall be provided to all County departments, all municipalities in Todd County, adjacent Counties, the Minnesota Departments of Natural Resources and Transportation, watershed and soil and water districts, and any individual, agency or organization requesting such notice. All proposed ordinances or amendment thereto shall be posted on the Todd County website for viewing.

Within 60 days of the close of the comment period the first reading public hearing shall be held. Written notice of time, place and purpose of the public hearings shall be published in the official County newspaper designated by the Board and posted on the County website at least ten (10) days prior to the hearing date. Amendments may be offered at either first or second reading public hearings when the ordinance is under consideration, however shall not be acted upon until the next regular

TODD COUNTY BOARD OF COMMISSIONERS

meeting. If amendments are made, the sections of the ordinance amended shall be read as amended before the question of its passage is taken. Approval of the second reading of the ordinance shall constitute final adoption of all ordinances. When a proposed ordinance fails to pass, a motion to reconsider the same may be made, but such motion must be made at the session at which the same failed to pass and action thereupon shall be postponed to the next regular session

13. Clerk to the County Board

It shall be the duty of the Administrator to keep the journal of the proceedings of the Board and perform such duties as may be required by the Board of Commissioners. The Administrator shall not allow the official journal of the County to be taken from the custody of the Administrator without the knowledge and consent of the Board. Audio taping or video taping of the board meetings may be made for reference by the Administrator, but approved minutes shall be the official record of board meetings.

14. Board Committees

Committees of the Board shall be created by a 3/5 vote of the County Board. Committees may be created on an ongoing or defined time period.

15. Suspension or Amendment of Rules

No rule of the Board shall be suspended, altered, or rescinded except upon the affirmation vote of four members of the Board, unless notice of such change shall have been given at a previous meeting in which case only a majority shall be required.

16. Publication of Minutes

The regular Board of Commissioners Meeting minute summary shall be published in the official county newspaper and on the County Website so as to provide the public with timely and accurate notice of the regular County Commissioners Board Meeting action.

17. Agenda is Public

Any member of the public or the news media requesting copies of any regular or special meeting agenda shall be provided the same pursuant to M.S. 13D.

TODD COUNTY BOARD OF COMMISSIONERS

STATE OF MINNESOTA }
COUNTY OF TODD }

I, Nathan W. Burkett, County Administrator, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on January 5, 2010, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 5th day of January, 2010

NATHAN W. BURKETT
COUNTY ADMINISTRATOR

Motion:
Second:
Voting For:
Voting Against:

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050003	

Title (for publication with the Agenda): Official Newspaper	
Date of Meeting: 010510	Total time requested: 5 Min
Department Requesting Action: Admin	
Presenting Board Action/Discussion at Meeting: Board	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Resolution attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$na	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures County Board Chairman: _____ David Kircher Clerk to the Board: _____ Nathan Burkett, County Administrator

Seal

TODD COUNTY BOARD OF COMMISSIONERS

A Resolution Designating an Official Newspaper

WHEREAS, Minnesota Statutes Chapter 375.12 require the annual letting of bids for publication of official proceedings of the County Board and similar statutes require the publication of delinquent tax lists, County Financial Statements, and local transportation project bid advertisements; and, and;

WHEREAS, pursuant to advertisement bids were opened to be designated as the official newspaper for Todd County on January 5, 2010.

NOW, THEREFORE BE IT RESOLVED, that the, Todd County Board of Commissioners accept the bid of _____, with a bid of _____ per column inch to be the Official Newspaper for the year 2010, and;

BE IT FURTHER RESOLVED, that the Todd County website (www.co.todd.mn.us) be also designated as an official publication for all statutory requirements.

STATE OF MINNESOTA }
COUNTY OF TODD }

I, Nathan W. Burkett, County Administrator, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on January 5, 2010, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 5th day of January, 2010

NATHAN W. BURKETT
COUNTY ADMINISTRATOR

Motion:
Second:
Voting For:
Voting Against:

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050004	

Title (for publication with the Agenda): Additional Official Newspaper	
Date of Meeting: 010510	Total time requested: 5 Min
Department Requesting Action: Admin	
Presenting Board Action/Discussion at Meeting: Board	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Resolution attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$na	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures	
County Board Chairman:	

David Kircher	
Clerk to the Board:	

Nathan Burkett, County Administrator	
Seal	

TODD COUNTY BOARD OF COMMISSIONERS

A Resolution Designating an Extra Publication

WHEREAS, Minnesota Statutes Chapter 375.12 require the annual letting of bids for publication of official proceedings of the County Board and similar statutes require the publication of delinquent tax lists, County Financial Statements, and local transportation project bid advertisements; and, and;

WHEREAS, pursuant to advertisement bids were opened to be designated as the extra publication for Todd County on January 5, 2010.

NOW, THEREFORE BE IT RESOLVED, that the, Todd County Board of Commissioners accept the bid of _____, with a bid of _____ per column inch to be the extra publication for the year 2010.

STATE OF MINNESOTA }
COUNTY OF TODD }

I, Nathan W. Burkett, County Administrator, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on January 5, 2010, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 5th day of January, 2010

NATHAN W. BURKETT
COUNTY ADMINISTRATOR

Motion:
Second:
Voting For:
Voting Against:

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050005	

Title (for publication with the Agenda): Committee Assignments	
Date of Meeting: 010510	Total time requested: 5 Min
Department Requesting Action: Admin	
Presenting Board Action/Discussion at Meeting: Board	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Resolution and Committee Roster attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$ na	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures	
County Board Chairman:	

David Kircher	
Clerk to the Board:	

Nathan Burkett, County Administrator	
Seal	

TODD COUNTY BOARD OF COMMISSIONERS

A Resolution Establishing Commissioner Committee Assignments for 2010

WHEREAS, County Commissioners have wide ranging and diverse responsibilities, and;

WHEREAS, it is necessary for Commissioners to be assigned to Committees for the purposes of advocating for the County, and to effectively complete the work of the County.

NOW, THEREFORE BE IT RESOLVED, that the attached Committee Roster (Attachment 1) is hereby adopted as the County Commissioners' Committee Roster for 2010.

STATE OF MINNESOTA }
COUNTY OF TODD }

I, Nathan W. Burkett, County Administrator, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on January 5, 2010, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 5th day of January, 2010

NATHAN W. BURKETT
COUNTY ADMINISTRATOR

Motion:
Second:
Voting For:
Voting Against:

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050006	

Title (for publication with the Agenda): Board Meeting Dates	
Date of Meeting: 010510	Total time requested: 5 Min
Department Requesting Action: Admin	
Presenting Board Action/Discussion at Meeting: Board	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Resolution attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$na	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures County Board Chairman: _____ David Kircher Clerk to the Board: _____ Nathan Burkett, County Administrator

Seal

TODD COUNTY BOARD OF COMMISSIONERS

A Resolution Establishing Meeting Dates for 2010

WHEREAS, the County Board is responsible for establishing meeting dates to conduct business.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners plans to meet on the first and third Tuesday of each month, at 9 am and in any month that has a fifth Tuesday at 7:30 pm in the County Board Room, at Long Prairie, MN.

BE IT FURTHER RESOLVED, the following dates are planned for Work Sessions of the Board:

February 11 at 10:30 am	February 23 at 10:30 am	March 11 at 10:30 am
March 23 at 10:30 am	July 13 at 10:30 am	August 24 at 10:30 am
October 12 at 10:30 am	October 26 at 10:30 am	December 14 at 10:30 am

Adopted this 5th day of January, 2010.

STATE OF MINNESOTA }
COUNTY OF TODD }

I, Nathan W. Burkett, County Administrator, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on January 5, 2010, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 5th day of January, 2010

NATHAN W. BURKETT
COUNTY ADMINISTRATOR

Motion:
Second:
Voting For:
Voting Against:

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050007	

Title (for publication with the Agenda): Continue Joint Powers	
Date of Meeting:010510	Total time requested:5 Min
Department Requesting Action: Community Corrections	
Presenting Board Action/Discussion at Meeting: Kathy Langer, Corrections Director	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Resolution attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures County Board Chairman: _____ David Kircher Clerk to the Board: _____ Nathan Burkett, County Administrator

Seal

TODD COUNTY BOARD OF COMMISSIONERS

A Resolution Renewing the Todd-Wadena Community Corrections Joint Powers Agreement

WHEREAS, the Todd County Board of Commissioners annually enters into a joint powers agreement with the Wadena County Board of Commissioners for Community Corrections, and;

WHEREAS, the Todd County Board of Commissioners is required to annually review and approve this agreement, and;

WHEREAS, the Todd and Wadena Counties Boards of Commissioners met and reviewed the 2010-2011 Comprehensive Community Corrections Plan on November 5, 2009;

NOW THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners approves this Joint Powers agreement as presented by Todd-Wadena Community Corrections.

Adopted this 5th day of January, 2010.

STATE OF MINNESOTA }
COUNTY OF TODD }

I, Nathan W. Burkett, County Administrator, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on January 5, 2010, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 5th day of January, 2010

NATHAN W. BURKETT
COUNTY ADMINISTRATOR

Motion:
Second:
Voting For:
Voting Against:

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050008	

Title (for publication with the Agenda): Executive Committee Appointments	
Date of Meeting: 010510	Total time requested: 5 Min
Department Requesting Action: Community Corrections	
Presenting Board Action/Discussion at Meeting: Kathy Langer, Corrections Director	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Resolution attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures County Board Chairman: _____ David Kircher Clerk to the Board: _____ Nathan Burkett, County Administrator

Seal

TODD COUNTY BOARD OF COMMISSIONERS

A Resolution Establishing Corrections Executive Committee Appointments

WHEREAS, The Todd County Board of Commissioners and the Wadena County Board of Commissioners, on November 5, 2009, reviewed the 2010-2011 Comprehensive Community Corrections Plan and 2010 Budget for Todd and Wadena Community Corrections and;

WHEREAS, In compliance with the regulations contained in the Community Corrections Plan, it is required that membership of the Executive Committee be confirmed by the Todd and Wadena Counties Boards of Commissioners and the Community Corrections Advisory Board for Todd and Wadena Counties.

NOW THEREFORE BE IT RESOLVED, the members of the Executive Committee are appointed as follows:

1. Todd County Commissioner
2. Todd County Commissioner
3. Wadena County Commissioner.
4. Wadena County Commissioner.
5. Jane Gustafson, Chairperson of the Community Corrections Advisory Board
6. James Hofer, Vice-Chairperson of the Community Corrections Advisory Board from Wadena County.
7. Honorable Sally Ireland Robertson, Todd and Wadena Counties Court Judge.

BE IT FURTHER JOINTLY RESOLVED, the Todd and Wadena Counties Boards of Commissioners vest authority in the Executive Committee, by this resolution, to implement and maintain the Comprehensive Community Corrections Plan for Todd and Wadena Counties.

Adopted this 5th day of January, 2010.

STATE OF MINNESOTA }
COUNTY OF TODD }

I, Nathan W. Burkett, County Administrator, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on January 5, 2010, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 5th day of January, 2010

NATHAN W. BURKETT
COUNTY ADMINISTRATOR

Motion:
Second:
Voting For:
Voting Against:

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050009	

Title (for publication with the Agenda): Corrections Community Advisory Board	
Date of Meeting: 010510	Total time requested: 5 Min
Department Requesting Action: Community Corrections	
Presenting Board Action/Discussion at Meeting: Kathy Langer, Corrections Director	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Resolution attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures County Board Chairman: _____ David Kircher Clerk to the Board: _____ Nathan Burkett, County Administrator

Seal

TODD COUNTY BOARD OF COMMISSIONERS

A Resolution Establishing Corrections Community Advisory Board

WHEREAS, The Todd County Board of Commissioners and the Wadena County Board of Commissioners, on May 4, 1974, and on May 5, 1974, respectively, duly caused a resolution to be adopted wherein they declared it their intention to the State of Minnesota, pursuant to Minnesota Laws of 1973, Chapter 401, to participate in the Community Corrections Act subject to the preparation and approval of a comprehensive plan by the Counties of Todd and Wadena and the Commissioner of Corrections for the State of Minnesota, and;

NOW THEREFORE BE IT RESOLVED, pursuant to the revision of said law, that the following persons are hereby appointed by the Chairperson of each County Board of Commissioners, with the advice and consent of each, to the Community Corrections Advisory Board:

1. Serving in the capacity of Citizen Member shall be Mark Hepokoski.
2. Serving in the capacity of Citizen Member shall be Naomi Moyer.
3. Serving in the capacity of Ethnic Minorities shall be vacant.
4. Serving in the capacity of Victim Services shall be Connie Nelson.
5. Serving in the capacity of Todd County Commissioner shall be
6. Serving in the capacity of Todd County Commissioner shall be
7. 7.Serving in the capacity of Wadena County Commissioner shall be
8. Serving in the capacity of Wadena County Commissioner shall be
9. Serving in the capacity of District Court Judge shall be Honorable Sally Ireland Robertson.
10. Serving in the capacity of Prosecuting Attorney shall be Jane Gustafson.
11. Serving in the capacity of Public Defender shall be Gregory Peters.
12. Serving in the capacity of Police Chief shall be Kyle Huber.
13. Serving in the capacity of Wadena County Sheriff shall be Michael Carr, Jr.
14. Serving in the capacity of Todd County Sheriff shall be Peter Mikkelson.
15. Serving in the capacity of Health Professional shall be Cheryl Schneider.
16. Serving in the capacity of Social Services Director shall be Frank Sandelin.
17. Serving in the capacity of Educational Administrator shall be James Hofer.
18. Serving in the capacity of Corrections Agent shall be Johanna Jones.
19. Serving in the capacity of Correctional Administrator shall be Katherine Langer

TODD COUNTY BOARD OF COMMISSIONERS

STATE OF MINNESOTA }
COUNTY OF TODD }

I, Nathan W. Burkett, County Administrator, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on January 5, 2010, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 5th day of January, 2010

NATHAN W. BURKETT
COUNTY ADMINISTRATOR

Motion:
Second:
Voting For:
Voting Against:

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050010	

Title (for publication with the Agenda): Approve Commissioner Warrants #23259 to #23342	
Date of Meeting: 010510	Total time requested: 1 Min
Department Requesting Action: Auditor-Treasurer	
Presenting Board Action/Discussion at Meeting: Admin	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Commissioner Warrants presented in the amount of \$69,921.08. Administration has reviewed warrants and finds no reason at this time to reject any presented warrants.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: The Todd County Board of Commissioners approves Commissioner Warrants #23259 to #23342 as presented.	
Financial Implications: \$69,921.08	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures County Board Chairman: _____ David Kircher Clerk to the Board: _____ Nathan Burkett, County Administrator

Seal

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050011	

Title (for publication with the Agenda): Approve Auditor Warrants #213456 to 213606,	
Date of Meeting: 010510	Total time requested: 1 Min
Department Requesting Action: Auditor-Treasurer	
Presenting Board Action/Discussion at Meeting: Admin	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Auditor Warrants presented in the amount of \$395,300.92. Administration has reviewed warrants and finds no reason at this time to reject any presented warrants.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: The Todd County Board of Commissioners approve Auditor Warrants #213456 to 213606 as presented.	
Financial Implications: \$69,921.08	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures
County Board Chairman:

David Kircher
Clerk to the Board:

Nathan Burkett, County Administrator
Seal

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050012	

Title (for publication with the Agenda): Acceptance of Traffic Safety Award	
Date of Meeting:010510	Total time requested:5 min
Department Requesting Action: County Sheriff	
Presenting Board Action/Discussion at Meeting: Sheriff Pete Mikkelson	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Resolution attached.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures County Board Chairman: _____ David Kircher Clerk to the Board: _____ Nathan Burkett, County Administrator

Seal

MINNESOTA DEPARTMENT OF PUBLIC SAFETY



Office of Traffic Safety

444 Cedar Street • Suite 150 • Saint Paul, Minnesota 55101-5150
Phone: 651.201.7065 • Fax: 651.297.4844 • TTY: 651.282.6555
www.dps.state.mn.us

November 05, 2009

Todd County Sheriff's Office
Deputy Mark Grinstead
115 3rd St. South
Long Prairie, MN. 56347

Dear Deputy Grinstead,

Congratulations!! I am pleased to inform you that the Todd County Sheriff's Office has been awarded Third Place in the 2009 Minnesota *Safe & Sober* Challenge. The competition for Challenge Awards was high and you should be very proud of your work in improving traffic safety. As a result of your efforts, your community is a better, safer place to live.

In recognition of your agency's exceptional traffic safety efforts, you have been awarded a mini-grant for \$1000.00. **The award cannot be spent until after you receive a completed grant contract from the Office of Traffic Safety.**

In addition to receiving the award, you are cordially invited to the *Safe & Sober* Challenge Recognition Luncheon, sponsored by **AAA Minnesota/Iowa** on January 21, 2010, at the Prom Center in Oakdale. You may extend the invitation to your city or county leaders, local media, and others who assisted in your traffic safety efforts last year. Luncheon RSVP's must be received no later than January 11, 2010.

Tom Kummrow, the *Safe & Sober* Liaison for your agency and I would like to offer the opportunity to meet to publicize your efforts with your local media, and to discuss the award. Tom Kummrow will contact you soon to set up a meeting.

The following are required to complete the grant application:

Plan for Expenditure

Your grant award must be used for traffic safety purposes, as additional funding to benefit your agency. Funds can be used for overtime traffic patrolling hours, traffic safety training, or traffic safety related equipment such as driver license verification lights, stop sticks, radar, lidar, PBTs, fatal vision goggles, or printing traffic safety materials. The plan for expenditure form is enclosed. **The completed plan is due back to me no later than December 21, 2009.** It can be e-mailed, faxed, or mailed to my attention at the Office of Traffic Safety.

Alcohol
and Gambling
Enforcement

Emergency
Communication
Networks

Bureau of
Criminal
Apprehension

Driver
and Vehicle
Services

Homeland
Security and
Emergency
Management

Minnesota
State Patrol

Office of
Communications

Office of
Justice Programs

Office of
Traffic Safety

State Fire
Marshal and
Pipeline Safety

Resolution

A resolution from your county board or city council authorizing the acceptance of the mini-grant is required. The resolution must be signed. A sample resolution is included with this letter. Your resolution must include:

- 1) The name of the program – *Safe & Sober Challenge*;
- 2) A statement that the grant is additional funding for your department;
- 3) The title of the person responsible for and authorized to sign the agreement with Public Safety – usually the sheriff or chief; and
- 4) The dates for which the agreement will be in force.

I appreciate your efforts to ensure your resolution meets these requirements.

The award must be spent by June 30, 2010. Costs cannot be incurred before the paperwork is completed.

The Challenge funding comes to Public Safety from the National Highway Traffic Safety Administration. As required by NHTSA, the award funds are available on a cost reimbursement basis only; **costs are reimbursed by Traffic Safety only after they are first incurred and paid by your agency.**

I will e-mail the documents mentioned above for your convenience, should you chose to submit them electronically.

Please don't hesitate to call if you have any questions or concerns. It is a pleasure to recognize the great service you are doing for your community with your commitment to traffic safety.

Congratulations once again!

Sincerely,



Gordy Pehrson
Traffic Safety Program Coordinator
gordy.pehrson@state.mn.us
(651) 201-7072

TODD COUNTY BOARD OF COMMISSIONERS

A Resolution Accepting a Traffic Safety Award

WHEREAS, the Todd County Sheriff's Office desires to protect the health of its citizens by improving traffic safety and participating in the Safe & Sober Challenge, and;

WHEREAS, under the provision of the Highway Safety Act (P.L.89-563), the Minnesota Department of Public Safety has federal funding to promote traffic safety, and;

WHEREAS, the Minnesota Department of Public Safety has judged the Todd County Sheriff's Office efforts to decrease impaired driving and increase seatbelt use to be exceptional, and wants to reward those efforts by providing additional funding for the department.

THEREFORE BE IT RESOLVED, that the Todd County Sheriff's Office enter into an agreement with the Minnesota Department of Public Safety, Office of the Traffic Safety for the period of January 3, 2010 to June 2, 2010. Sheriff Peter J. Mikkelson is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the Todd County Sheriff's Office.

BE IT FURTHER RESOLVED, that Sheriff Peter J. Mikkelson is hereby authorized to be the fiscal agent and administrator of the grant on behalf of the Todd County Sheriff's Office

STATE OF MINNESOTA }
COUNTY OF TODD }

I, Nathan W. Burkett, County Administrator, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on January 5, 2010, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 5th day of January, 2010

NATHAN W. BURKETT
COUNTY ADMINISTRATOR

Motion:
Second:
Voting For:
Voting Against:

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050013	

Title (for publication with the Agenda): Veterans Service Grant	
Date of Meeting: 01/05/09	Total time requested: 15 Min
Department Requesting Action: Veterans Service Office	
Presenting Board Action/Discussion at Meeting: Pete Berscheit	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
I requested a Grant to continue the assistant Veterans Service Officer position, That Grant has Been tentatively approved, pending board approval	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
approval	
Financial Implications: \$25,000	Comments
Funding Source: Grant	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures	
County Board Chairman:	
David Kircher	
Clerk to the Board:	
Nathan Burkett, County Administrator	

Seal

**STATE OF MINNESOTA
MINNESOTA DEPARTMENT OF VETERANS AFFAIRS
COUNTY VETERANS SERVICE OFFICE ENHANCEMENT GRANT PROGRAM
GRANT CONTRACT**

This grant contract is between the State of Minnesota, acting through its commissioner of the **MINNESOTA DEPARTMENT OF VETERANS AFFAIRS** ("State" or "MDVA") and **TODD COUNTY**, 347 Central Ave Suite 3 Long Prairie MN 56347("Grantee").

Recitals

1. Under Minn. Stat. §197.608, the State is empowered to enter into this grant.
2. The State is in need of enhancing the effectiveness of the County Veterans Service Offices.
3. This grant must be used to enhance the operations of the County Veterans Service Office under Minn. Stat. §197.608 Subd. 4 (a), and should not be used to supplant or replace other funding.
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State.

Grant Contract

1 Term of Grant Contract

1.1 **Effective date: January 18, 2010.**

1.2 **Expiration date: January 17, 2011**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15 Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, shall:

Conduct the **County Veterans Service Office Enhancement Grant Project** by performing the duties specified in Attachment A, Grant Application and Budget, which is attached and incorporated into this grant contract.

The Grantee shall submit Semi-Annual Progress and Financial Reports to MDVA, which are due on July 17th and January 17th of each year of the grant contract. Said Reports shall specify Grant Tasks accomplished and itemize grant fund expenditures.

Upon the conclusion of this Project, the Grantee shall submit a Final Progress and Financial Report to MDVA, which shows all Tasks accomplished and accounts for all grant funds expended.

In the event that any provision of the Grant Application and Budget, approved by the State and incorporated into this grant contract by reference is not consistent with any portion of this grant contract, then the terms of this grant contract supersede the inconsistent provision.

3 Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4 Consideration and Payment

4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant contract as follows:

(1) **Compensation.** The Grantee will be paid according to the breakdown of costs contained in the Budget Section of Attachment A, Grant Application and Budget, which is attached and incorporated into this grant contract.

(2) **Travel Expenses.** Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract will be made; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than specified in the current "Commissioner's Plan" promulgated by the commissioner of Minnesota Management and Budget, which can be accessed on the internet at: <http://www.mmd.admin.state.mn.us/commissionersplan.htm>. The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval, or if such out of state travel is a specific part of the approved Grant Application and Budget, included as part of this grant contract. Minnesota will be considered the home state for determining whether travel is out of state.

(3) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed **\$25,000 (Twenty Five thousand Dollars)**.

4.2. **Payment**

Invoices.

(1) The State will promptly pay the Grantee a lump sum of \$25,000 upon the execution of this Grant Contract

(2) **Eligible Project Costs.** In order to be eligible for Project Grant Funds, costs must be reasonable, necessary and allocable to the Project, permitted by appropriate State cost principles, approved by the State and determined to be eligible pursuant to Minn. Stat. §197.608 and this grant contract.

(3) Pursuant to Minn. Stat §197.608 Subd 7, if the work in the Grant Application and Budget is not completed, or is completed without expending the budgeted total of MDVA Grant funds, the Grantee shall apply MDVA Grant funds towards the total cost properly expended on the Tasks specified in the Grant Application and Budget, and shall remit those MDVA Grant funds not so expended to the MDVA.

5 **Conditions of Payment**

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 **Authorized Representative**

The State's Authorized Representative is **Reggie Worlds**, Minnesota Department of Veterans Affairs, 1st Floor Veterans Service Building, 20 West 12th Street, Saint Paul, Minnesota 55155 (651) 757 1599 or his successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is **Pete Berscheid**, County Veteran Service Office, Todd County, 347 Central Ave suite 3 Long Prairie, MN 56347 (320) 732-4419. If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the State.

7 **Assignment, Amendments, Waiver, and Grant contract Complete**

7.1 **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this grant contract without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this grant contract, or their successors in office.

7.2 **Amendments.** Any amendment to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or

their successors in office.

7.3 **Waiver.** If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or its right to enforce it.

7.4 **Grant Contract Complete.** This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

8 **Liability**

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

9 **State Audits**

The Grantee shall use all MDVA funds disbursed to it under this grant contract exclusively for the purposes described in this grant contract. The Grantee shall keep complete and accurate records that fully disclose the amount and disposition of such funds. Under Minn. Stat. §16C.05, subd. 5, the Grantee's books, records, documents, and accounting procedures and practices relevant to this grant contract are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant contract.

10 **Government Data Practices and Intellectual Property**

10.1. **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released.

10.2. **Intellectual Property Rights.**

A **Intellectual Property Rights.** The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents *created and paid for under this grant contract*. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this contract. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this contract. The Documents will be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant contract. To the extent possible, those Works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

(B) *Obligations*

- a. *Notification.* Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this grant contract, the Grantee will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure thereon.
- b. *Representation.* The Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 8, the Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

11 **Workers' Compensation**

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 **Publicity and Endorsement**

12.1 *Publicity.* Any publicity regarding the subject matter of this grant contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract.

12.2 *Endorsement.* The Grantee must not claim that the State endorses its products or services.

13 **Governing Law, Jurisdiction, and Venue**

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 **Termination**

The State may cancel this grant contract at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

State may cancel this grant contract immediately if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made, or that the purposes for which the funds were granted have not been or will not be fulfilled, the State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

If the Grantee does not commence the Project within one year of the January 18, 2010 start date of this grant contract, as evidenced by the incurrence of documented expenses for eligible Grant Application and Budget costs; then this grant contract shall be reviewed by MDVA, and, may be canceled and the funds returned to MDVA to be reallocated to training and education under Minn. Stat §197.608 Subd. 5.

The State may immediately cancel this grant contract if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Cancellation must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of cancellation. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the grant contract is canceled because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State’s receiving that notice.

15 Data Disclosure

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16 Use of Subcontractors.

If the Grantee decides to fulfill any of its obligations and duties under this grant contract through a subcontractor to be paid for by funds received under this grant, the Grantee shall not execute a contract with the subcontractor or otherwise enter into a binding agreement until it has first received written approval from the State’s Authorized Representative, unless such subcontract is a specific part of an approved Grant Application and Budget included in this grant contract. The State’s Authorized Representative shall respond to requests from the Grantee for authorization to subcontract within ten (10) working days of receiving the request. The Grantee shall comply with all applicable provisions of Minn. Stat §471.345, the Uniform Municipal Contracting Law. All subcontracts shall reference this grant contract and require the subcontractor to comply with all of the terms and conditions of this grant contract. The Grantee shall be responsible for the satisfactory and timely completion of all work required under any subcontract and the Grantee shall be responsible for payment of such subcontracts. The Grantee shall pay all Subcontractors, less any retainage, within 10 calendar days of receipt of payment to the Grantee by the State for undisputed services provided by the Subcontractor and must pay interest at the rate of one and one half percent per month or any part of a month to the Subcontractor on any undisputed amount not paid on time to the Subcontractor.

17 Recitals

The Recitals are incorporated herein and made a part of this grant contract.

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1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

CFMS Grant contract No. _____

2. GRANTEE: Todd COUNTY

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: Pete Berscheit _____

Title: Todd County Veterans Service Officer _____

Date: 31 December 2009 _____

By: _____

Title: _____

Date: _____

3. STATE AGENCY: MINNESOTA DEPARTMENT OF VETERANS AFFAIRS

By: _____
(with delegated authority)

Title: _____

Date: _____

Distribution:
Agency
Grantee
State's Authorized Representative - Photo Copy

TODD COUNTY BOARD OF COMMISSIONERS

A Resolution Accepting a Veterans Services Grant

WHEREAS, the Todd County Board of Commissioners strong supports the current and former members of the United States' Armed Forces and;

WHEREAS, the Todd County Veterans Service Officer has applied for and received grant funding to assist more veterans in Todd County.

NOW, THEREFORE BE IT RESOLVED, by Todd County Board of Commissioners, that the County enter into the attached Grant Contract with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Project: CVSO Veterans Service Enhancement Project. This grant must be used to enhance the operations of the County Veterans Service Office under Minn. Stat. §197.608 Subd. 4 (a), and should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED, that the Veterans Service Officer, Pete Berscheit be authorized to execute the attached Grant Contract for the above-mentioned Project on behalf of the County.

STATE OF MINNESOTA }
COUNTY OF TODD }

I, Nathan W. Burkett, County Administrator, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on January 5, 2010, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 5th day of January, 2010

NATHAN W. BURKETT
COUNTY ADMINISTRATOR

Motion:
Second:
Voting For:
Voting Against:

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050014	

Title (for publication with the Agenda): Establishing County Recorder Fees	
Date of Meeting: 010510	Total time requested: 5 Min
Department Requesting Action: County Recorder	
Presenting Board Action/Discussion at Meeting: Cheryl Perish, County Recorder	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Resolution attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$na	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures County Board Chairman: _____ David Kircher Clerk to the Board: _____ Nathan Burkett, County Administrator

Seal

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050015	

Title (for publication with the Agenda): Establishing Minimum Elected Row Officer Salaries	
Date of Meeting: 010510	Total time requested: 5 Min
Department Requesting Action: Admin	
Presenting Board Action/Discussion at Meeting: Admin	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Resolution attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$ na	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

<p>Signatures</p> <p>County Board Chairman:</p> <p>_____</p> <p>David Kircher</p> <p>Clerk to the Board:</p> <p>_____</p> <p>Nathan Burkett, County Administrator</p>
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Seal

TODD COUNTY BOARD OF COMMISSIONERS

A Resolution Establishing Minimum Salary for Certain County Officials Scheduled for 2010 Election

WHEREAS, Minnesota Statutes 384.151, subd 1; 385.373, subd 1; 386.015, subd 2; 387.2, subd. 2 and 388.18, subd. 2 set criteria for salaries for the elected offices of County Auditor, Treasurer, Recorder, Sheriff, and Attorney, respectively, and;

WHEREAS, said statutes require that the County Board, at the January meeting prior to the first date on which applicants may file for the said offices shall set, by resolution, the minimum salary to be paid for the term next following.

NOW, THEREFORE BE IT RESOLVED, that the minimum salary for the terms beginning in January 2011 for the offices of Todd County Auditor/Treasurer, Recorder, Sheriff and Attorney, be set as follows:

Todd County Attorney,	Grade 26, Step 1	\$56,070
Todd County Recorder	Grade 21, Step 1	\$41,909
Todd County Sheriff,	Grade 25, Step 1	\$52,403
Todd County Auditor/Treasurer,	Grade 22, Step 1	\$44,451

BE IT FURTHER RESOLVED, that the Todd County Board reserves the right, as set out in the above cited statutes, to set the salary for any or all of the above offices for 2011 at whatever it deems appropriate so long as it is at or above the minimums.

STATE OF MINNESOTA }
COUNTY OF TODD }

I, Nathan W. Burkett, County Administrator, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on January 5, 2010, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 5th day of January, 2010

NATHAN W. BURKETT
COUNTY ADMINISTRATOR

Motion:
Second:
Voting For:
Voting Against:

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050016	

Title (for publication with the Agenda): Accepting Responsibility for Todd County Development Corp	
Date of Meeting: 010510	Total time requested: 5 Min
Department Requesting Action: Admin	
Presenting Board Action/Discussion at Meeting: Admin	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Resolution attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$ na	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

<p>Signatures</p> <p>County Board Chairman:</p> <p>_____</p> <p>David Kircher</p> <p>Clerk to the Board:</p> <p>_____</p> <p>Nathan Burkett, County Administrator</p>
--

Seal

TODD COUNTY BOARD OF COMMISSIONERS

A Resolution Accepting Responsibility for the Todd County Economic Development Corporation

WHEREAS, the Todd County Board of Commissioners believes strongly that economic development is a key piece the growth and prosperity of Todd County, and;

WHEREAS, the Todd County Economic Development Corporation is a 501c(3) non-profit organization which is tasked with economic development efforts throughout the County, and;

WHEREAS, the Todd County Economic Development Corporation is funded primarily by Todd County, and;

WHEREAS, the Todd County Board of Commissioners has a vested and strong interest in ensuring public value for funds expended by the Todd County Economic Development Corporation and ensuring the success and viability of the Todd County Economic Development Corporation, and;

WHEREAS, the Todd County Economic Development Corporation Board has voted to give temporary authority over the Todd County Economic Development Corporation for a period of 180 days.

THEREFORE BE IT RESOLVED, that for purposes of re-defining the mission, structure, and work plan of the Todd County Economic Development Corporation, that the Todd County Board of Commissioners accepts responsibility for and authority over the Todd County Economic Development Corporation and will carry out the duties required thereof until July 1, 2010 at which time, authority will be returned to an independent board of the Todd County Economic Development Corporation.

STATE OF MINNESOTA }
COUNTY OF TODD }

I, Nathan W. Burkett, County Administrator, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on January 5, 2010, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 5th day of January, 2010

NATHAN W. BURKETT
COUNTY ADMINISTRATOR

Motion:
Second:
Voting For:
Voting Against:

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050017	

Title (for publication with the Agenda): Legislative Positions and Priorities	
Date of Meeting: 010510	Total time requested: 5 Min
Department Requesting Action: Admin	
Presenting Board Action/Discussion at Meeting: Admin	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Administration will present information to begin development of the Todd County Board of Commissioners legislative positions.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$na	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures
County Board Chairman:
David Kircher
Clerk to the Board:
Nathan Burkett, County Administrator
Seal

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050018	

Title (for publication with the Agenda): ARRA Bonds	
Date of Meeting:010510	Total time requested:5 Min
Department Requesting Action: Admin	
Presenting Board Action/Discussion at Meeting: Admin	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Administration will present additional information on the Recovery Zone Bonds Allocated to the County by the federal government as part of the ARRA legislation.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$ na	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures	
County Board Chairman:	
David Kircher	
Clerk to the Board:	
Nathan Burkett, County Administrator	
Seal	

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201001050019	

Title (for publication with the Agenda): Park Use Policies	
Date of Meeting: 010510	Total time requested: 5 Min
Department Requesting Action: Admin	
Presenting Board Action/Discussion at Meeting: Admin	
Background <input type="checkbox"/> Supporting Documentation enclosed	
The Board will discuss procedure for establishing park use policies. There is currently a request to hold a Wedding at Battle Point Park, and there is a lack of methodology for permitting such a request.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
1. Board can instruct administration to administratively permit the request 2. Board can refer by motion to the Park Board to establish recommended policies for the County Board's adoption 3. Board can refuse to allow such permitted activities	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
The Todd County Board requests that the Todd County Parks and Trails Board discuss and recommend policies and procedures for permitting certain park activities at Todd County Parks.	
Financial Implications: \$na	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Blessing	<input type="checkbox"/> Blessing
Second:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
<input type="checkbox"/> Passed	<input type="checkbox"/> Ruda	<input type="checkbox"/> Ruda
<input type="checkbox"/> Failed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Tabled	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann

Signatures
County Board Chairman:

David Kircher
Clerk to the Board:

Nathan Burkett, County Administrator
Seal