

TODD COUNTY BOARD OF COMMISSIONERS

Regular Board Meeting Agenda

Date: March 15, 2011

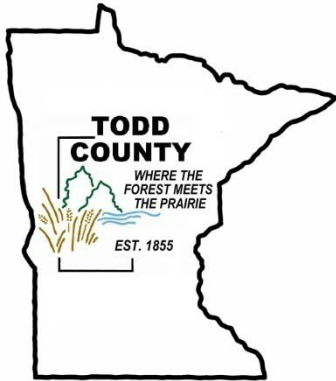
Time: 9:00 AM

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	Amendments to the Agenda	9:03
4	Potential Consent Items	9:05
4.1	Auditor Warrants	
4.2	Commissioner Warrants	
4.3	Approve March 1, 2011 Minutes	
4.4	Liquor Licenses	
4.5	Gambling Permit	
5	Todd County Development	9:10
5.1	Letter of Intent	
6	Public Works	9:15
6.1	Spring Road Meeting	
6.2	Reappointment of Highway Engineer	
7	Administration	9:30
7.1	Record Retention Policy	
7.2	Historical Society Deposit Agreement	
7.3	Fiberband	
7.4	Motor Pool Vehicle Purchases	
	Standing Reports	
	Administrator's Report	
	Commissioners' Report	
	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
Copy Requested: <input type="checkbox"/> BA Form <input type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 2011	

Title (for publication with the Agenda):	
Date of Meeting: 3/15/2011	Total time requested: 1 minute
Department Requesting Action: Auditor-Treasurer	
Presenting Board Action/Discussion at Meeting: Nate	
Background <input type="checkbox"/> Supporting Documentation enclosed printout sent to Administrator and Commissioners	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: to approve the payout of February Auditor Warrants - numbers 215616 thru 215756 in the amount of \$1,217,461.57	
Financial Implications: \$	Comments
Funding Source: Budgeted	
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

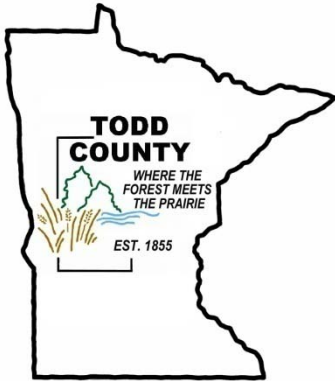
Signatures
 STATE OF MINNESOTA }
 COUNTY OF TODD }
 I, Nathan W. Burkett, County Administrator, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal

VENDOR NAME	AMOUNT
AMERICAN HERITAGE BANK	27,619.56
BIG BROWERVILLE TRUCKWASH	3,593.57
CITY OF PERHAM	44,378.95
CITY OF ST CLOUD	2,513.55
COMPUTER PROFESSIONALS	3,718.30
GENE-O'S FAMILY RESTAURANT	2,839.50
LONG PRAIRIE OIL COMPANY	27,720.56
MINN MOBILITY SYSTEMS INC	4,495.00
MN DEPT OF FINANCE	4,790.00
MORRISON COUNTY	8,421.05
PERHAM RESOURCE	97,140.00
TODD COUNTY DAC	3,069.00
TODD SOIL & WATER CONS DIST	105,707.00
WIDSETH SMITH NOLTING INC	3,721.00
WSB AND ASSOCIATES	47,523.30
MINNESOTA POWER	12,932.94
MN DEPT OF FINANCE	5,243.00
TOWN OF BARTLETT	14,423.92
TOWN OF BERTHA	16,050.60
TOWN OF BIRCHDALE	16,500.55
TOWN OF BRUCE	14,757.47
TOWN OF BURLEENE	15,156.84
TOWN OF BURNHAMVILLE	17,745.57
TOWN OF EAGLE VALLEY	20,158.37
TOWN OF FAWN LAKE	16,553.19
TOWN OF GERMANIA	16,256.65
TOWN OF GORDON	13,279.98
TOWN OF GREY EAGLE	16,078.46
TOWN OF HARTFORD	22,362.77
TOWN OF IONA	16,641.28
TOWN OF KANDOTA	12,284.07
TOWN OF LESLIE	15,770.56
TOWN OF LITTLE ELK	13,006.15
TOWN OF LITTLE SAUK	19,736.11
TOWN OF LONG PRAIRIE	18,466.49
TOWN OF MORAN	17,259.69
TOWN OF REYNOLDS	18,170.26
TOWN OF ROUND PRAIRIE	21,950.39
TOWN OF STAPLES	19,518.86
TOWN OF STOWE PRAIRIE	20,918.00
TOWN OF TURTLE CREEK	11,009.88
TOWN OF VILLARD	19,236.46
TOWN OF WARD	18,416.81
TOWN OF WEST UNION	12,449.90

TOWN OF WYKEHAM	18,292.72
AMERICAN HERITAGE	2,347.77
ANOKA CO GOVERNMENT CENTER	17,492.50
CENTERPOINT ENERGY MINNEGASCO	2,145.84
CROW WING COUNTY AUDITOR	6,000.00
FLEET SERVICES	4,512.19
PUBLIC FINANCIAL MANAGEMENT	8,422.04
COLLABORATIVE DESIGN GROUP INC	61,882.95
FLEET SERVICES DIVISION	7,000.00
MINNEGASCO CENTER POINT ENERGY	8,070.37
PEMBERTON SORLIE RUFER & KER	11,411.86
RAINBOW RIDER	4,000.00
RESOURCE TRAINING AND SOLUTIONS	166,237.00
ZAYO ENTERPRISE NETWORKS	3,303.69
PAYMENTS LESS THAN \$2000	36,757.08
FINAL TOTAL.....	\$1,217,461.57

Todd County, MN Board Action Form



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<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
Copy Requested: <input type="checkbox"/> BA Form <input type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 2011	

Title (for publication with the Agenda):	
Date of Meeting: 03/15/2011	Total time requested: 1 minute
Department Requesting Action: Auditor-Treasurer	
Presenting Board Action/Discussion at Meeting: Nate	
Background <input type="checkbox"/> Supporting Documentation enclosed printout sent to Administrator and Commissioners	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: to approve the payout of Commissioners Warrants -numbers 27386 thru 27520 in the amount of \$99,207.47	
Financial Implications: \$	Comments
Funding Source: Budgeted	
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	
STATE OF MINNESOTA } COUNTY OF TODD }	
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Seal	

VENDOR NAME	AMOUNT
ALL STATE COMMUNICATIONS	2,495.00
AMERICAN SOLUTIONS FOR BUSINES	2,904.97
CITY OF PIERZ	5,000.00
CITY OF ROYALTON	5,000.00
CITY OF WADENA	4,575.00
CODEX CORP	2,324.53
LONG PRAIRIE OIL COMPANY	3,507.16
LONG PRAIRIE TRAILS COMMITTEE	4,490.80
MORRIS ELECTRONICS	4,237.02
NORTHERN BUSINESS PRODUCTS	2,266.15
ROYAL TIRE	3,589.10
SHIRLEY'S GAS & GROCERIES	4,359.03
STRACK'S COLLISION CENTER	2,935.67
TODD CO GIS	8,600.00
UN OF MN EXT BRAINERD REGION	2,629.85
WIDSETH SMITH NOLTING INC	2,776.50
119 PAYMENTS LESS THAN \$2000	37,516.69
FINAL TOTAL.....	\$99,207.47

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
Copy Requested: <input type="checkbox"/> BA Form <input type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 20110315-08	

Title (for publication with the Agenda): Approve March 1, 2011 Minutes	
Date of Meeting: March 15, 2011	Total time requested: 1 Min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: County Administrator	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Minutes	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Approval of the March 1, 2011 Minutes without changes	
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
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Seal	

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
March 1, 2011*

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 1st day of March, 2011 at 9:00 A.M. The meeting was called to order by Chairperson Blessing with all members present. The meeting was opened with the Pledge of Allegiance.

Approval of Agenda

On motion by Kneisl and second by Ruda, the following motion was introduced and adopted by unanimous vote to approve the agenda as prepared.

Routine Business

On motion by Ruda and seconded by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants #27260 thru 27385 in the amount of \$75,259.29.

On motion by Kircher and seconded by Kneisl, the following resolution was introduced and adopted by majority vote with Ruda voting against.

APPROVE TOBACCO LICENSES FOR ESTABLISHMENTS TO SELL TOBACCO PRODUCTS IN TODD COUNTY

WHEREAS, the Todd County Tobacco Sales and Youth Access Ordinance, effective November 2000, is in accordance with MN and federal laws to regulate the sales of tobacco to decrease youth access to tobacco products, and;

WHEREAS, the referenced Ordinance provides for licensing of establishments to sell tobacco, a retailer education opportunity, compliance checks and appropriate legal consequences, and;

WHEREAS, the following establishments have met requirements for licensing: Shipwrex on Mound Lake Grill and Bar, Inc – Shawn Ehlert, Rohde's Hub Supper Club – Bruce Rohde;

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners approve the tobacco sales licenses effective:

Shipwrex on Mound Lake Grill and Bar, Inc January 16, 2011 – December 31, 2011

Rohde's Hub Supper Club February 10, 2011 – December 31, 2011

On motion by Ruda and seconded by Neumann, the following resolution was introduced and adopted by unanimous vote:

RESOLUTION APPROVING THE 2011 PUBLIC SALE OF TAX-FORFEITED PROPERTY

BE IT HEREBY RESOLVED, that the parcels of tax forfeited land appearing on the list filed with the County Auditor/ Treasurer, be appraised and classified; that the basic sale price of each parcel be approved and authorization for a public sale of these lands be granted, pursuant to M.S. 282.01; that said sale will be held at 10:00 A.M., Friday, March 25, 2011, by the County Auditor/Treasurer at the Todd County Courthouse, for not less than the basic price; and that all sales shall be full payment.

BE IT FURTHER RESOLVED, that the terms of sale are as follows:

TODD COUNTY BOARD OF COMMISSIONERS

All property is sold for cash only, no payment plans. Full payment is due on the date of sale.

A charge of \$25.00 will be made for each State Deed issued.

A charge of \$46.00 will be made to record the State Deed.

State Deed Tax on the amount of purchase will be collected. (0.0033 x purchase price)

A \$40.00 fee for well certificate, if applicable, will be collected.

A Tax Forfeiture Administration fee of \$125.00 will be collected.

A 3% Assurance Fund charge will be made (as per Minnesota Statutes 284.28, Subd. 8).

NOW THEREFORE BE IT RESOLVED, that all the parcels of tax-forfeited land shall be offered for sale subject to liens, existing roads, easements & leases, if any. Any unpaid special assessments canceled at forfeiture may be reassessed by the municipalities after the sale. Todd County reserves the right, in the interest of the public, to withdraw from the land sale, any parcels at any time prior to its sale.

Todd County Livestock Advisory Committee

On motion by Neumann and seconded by Kneisl, the following resolution was introduced and adopted by unanimous vote: Motion is to accept and agree with the Todd County Livestock resolution. Todd County will also have resolution written for the next meeting March 15, 2011.

RESOLUTION OF THE TODD COUNT LIVESTOCK ADVISORY COMMITTEE TO ESTABLISH RECIPROCAL BROADBAND SERVICES COUNTY WIDE

WHEREAS, the world's cultural and economic environment is becoming increasingly more knowledge-driven and information-based, and Todd County citizens, businesses, and agriculture need access to that information, and;

WHEREAS, the needs of modern agriculture broadband speeds that are higher than current telecommunication companies serving Todd County are willing to provide. Those needs for ag services such as online training, livestock auctions, live stream video links, and virtual tours and marketing to name a few, require reciprocal speeds that are not available to the rural community, and;

WHEREAS, the members of the Todd County Livestock Advisory Committee wants its citizens to maintain the highest quality of life and its businesses to be as competitive and productive as possible, and;

WHEREAS, the highest speed, highest capacity broadband, and other telecommunications services are critical for maintaining a healthy and competitive agricultural community, along with other cultural and economic environments, and;

WHEREAS, high speed, high capacity access to telecommunications services should be thought of an essential public service that should be available to all citizens of Todd County, similar to the way the street and highway system is available to all citizens, and;

WHEREAS, private sector providers are currently unwilling and/or unable to provide the highest speed, highest capacity access to broadband services to the citizens and business of Todd County via last mile fiber, wireless or other means, and;

WHEREAS, the Member of the Todd County Livestock Advisory Committee desire that Todd County retain its right to establish and operate a telecommunications utility under the same terms and conditions as it already operates it electric, water and sewer utilities, and;

WHEREAS, the Todd County Livestock Advisory Committee would oppose any action by parties that would restrict the ability of all governments in Todd County to establish telecommunications utilities, which would consequently severely restrict the ability in Todd County citizens, businesses, and agriculture to have the highest speed, highest capacity access to broadband services.

TODD COUNTY BOARD OF COMMISSIONERS

NOW, THEREFORE BE IT RESOLVED, BY THE TODD COUNTY LIVESTOCK ADVISORY COMMITTEE,

- a) That the Todd County Livestock Advisory Committee supports any action the Todd County Board of Commissioners would take to establish by any means legally available, a municipal telecommunications utility system county wide that provides the highest speed (reciprocal) speed internet, highest capacity access to broadband services.
- b) That the Todd County Administrator shall provide a copy of this Resolution to the governor, legislatures, citizens, businesses, and other interested parties.

BE IT FURTHER RESOLVED, that all resolutions or parts of resolutions in conflict with the Resolution are hereby repealed to the extent of such conflict and that provisions of this Resolution are hereby declared to be separable and if any section, phrase or provision shall for any reason be declared to be invalid, such declaration shall not affect the validity of the remainder of the sections, phrases and provisions hereof.

This resolution is in full effect upon its adoption this 4th day of February 2011.

Todd County Administration

On motion by Kircher and seconded by Ruda, the following motion was introduced and adopted by unanimous vote: To approve establishment and charge of a committee to review Todd County's data practices policies.

On motion by Ruda and seconded by Kircher, the following resolution was introduced and adopted by unanimous vote:

A RESOLUTION SUPPORTING LEGISLATIVE ALLOCATION OF LEGACY FUNDS FOR HISTORIC PRESERVATION AND SUPPORT OF APPLICATION FOR SAID FUNDING

WHEREAS, the Todd County Historic Courthouse is an important Todd County Landmark, and a symbol of permanence and steadfastness of the early citizens of Todd County, and;

WHEREAS, the Todd County Historic Courthouse has been found to be of sufficient stability to renovate and use the building for many years in to the future, and;

WHEREAS, The Todd County Board of Commissioners recognizes that the legacy of the Todd County Historic Courthouse belongs to the citizens of Todd County, those who came before, and those yet to come, and;

WHEREAS, the renovation and use of the Todd County Historic Courthouse will result in greater service to the Citizens of Todd County by providing access to Todd County services in a single location, and;

WHEREAS, the renovation and use of the Todd County Historic Courthouse will result in greater efficiencies between Todd County Departments by eliminating physical barriers between departments, thereby allowing greater additional flexibility to cross-train and work collaboratively, and;

WHEREAS, the renovation of the Todd County Historic Courthouse will be completed in accordance with historic standards of renovation, and;

WHEREAS, the citizens of the State of Minnesota have authorized an additional sales tax by constitutional amendment, called the Legacy Amendment to be collected for the purposes of funding the arts, historic projects and environmental projects.

TODD COUNTY BOARD OF COMMISSIONERS

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners requests that the State of Minnesota Legislature authorizes funding through the Legacy Amendment for distribution through a competitive grant process to deserving historic projects, and;

BE IT FURTHER RESOLVED, that the Todd County Board of Commissioners supports application for said funding for the purposes of renovation of the Todd County Historic Courthouse.

On motion by Ruda and seconded by Kircher, the following motion was introduced and adopted by majority vote with Neumann voting against: To approve out of state travel for Sheriff Mikkelson and Commissioner Kneisl to Washington D.C. for the purposes of meeting with the Central Minnesota Congressional Delegation.

On motion by Ruda and seconded by Kircher, the following resolution was introduced and adopted by unanimous vote: Approve acknowledgment of permission for Central Planes Aviation for spraying of tent caterpillars in Todd County.

Administrator's Report

The Records Retention Committee found that the County Board adopted the State Records retention schedule in 1986. The committee will be recommending that the policy be continued, and will be on the next board agenda. The Commissioners and Administrator will be going to the State Capitol Wednesday 3/2/2011. They will be meeting with Representative Ingebrigtsen and Representative Franson.

Commissioners' Report

Ruda reported that the Solid Waste Committee will be meeting with Ottertail, Wadena and Becker Counties. They will be looking at sample ordinances.

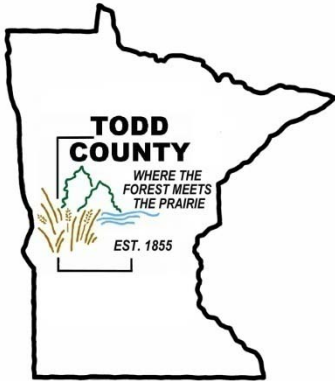
Adjourn

Commissioner Blessing recessed the meeting at 9:40 a.m.

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
CITY OF SEBEKA	4,189.50
FLEET SERVICES DIVISION	6,353.14
LONG PRAIRIE OIL COMPANY	6,660.28
MORTON SALT	15,254.03
NORTHERN STAR COOP	2,715.89
REGION V DEVELOPMT COMMISSION	2,000.00
SEBEKA PUBLIC SCHOOLS	4,991.60
TODD COUNTY WELLNESS COMM	3,999.72
118 PAYMENTS LESS THAN \$2000	29,095.13
FINAL TOTAL.....	\$75,259.29

Todd County, MN Board Action Form



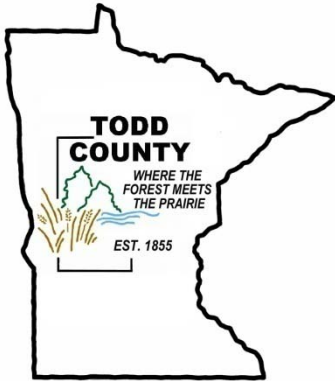
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Title (for publication with the Agenda):	
Date of Meeting: March 15, 2011	Total time requested: 1 min
Department Requesting Action: Auditor- Treasurer	
Presenting Board Action/Discussion at Meeting:	
Background <input type="checkbox"/> Supporting Documentation enclosed	
applications submitted and on file in the Auditor-Treasurers Office	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
to approve a one year COUNTY OFF SALE, ON SALE AND SUNDAY LIQUOR, license for the following : Historic Rock Tavern, LLC, Whoopee Inn, LLC, Shipwrex on Mound Lake Grill & Bar, Inc., Rohde's Hub Supper Club, Inc., and Midway Bar & Grill.	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input checked="" 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

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Seal	

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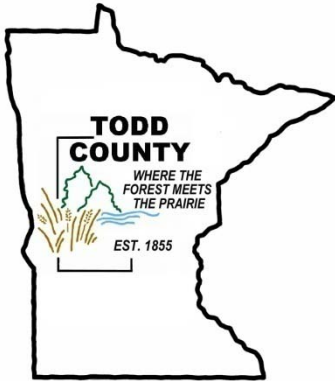
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Department Requesting Action: Auditor- Treasurer	
Presenting Board Action/Discussion at Meeting:	
Background <input type="checkbox"/> Supporting Documentation enclosed	
applications submitted and on file in the Auditor-Treasurers Office	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
to approve a one year CLUB ON SALE AND SUNDAY LIQUOR License for Long Prairie Country Club	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input checked="" 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	
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Seal	

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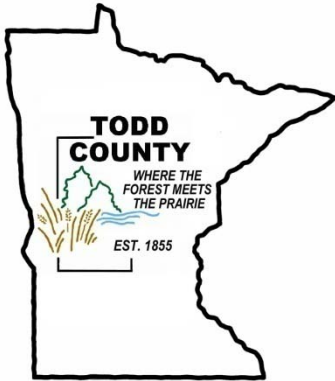
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Date of Meeting: March 15, 2011	Total time requested: 1 min
Department Requesting Action: Auditor- Treasurer	
Presenting Board Action/Discussion at Meeting:	
Background <input type="checkbox"/> Supporting Documentation enclosed	
applications submitted and on file in the Auditor-Treasurers Office	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
to approve a one year COUNTY ON SALE AND SUNDAY LIQUOR License for Greystone Golf Club.	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input checked="" 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	
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 proceedings 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 and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:	
	Seal

Todd County, MN Board Action Form



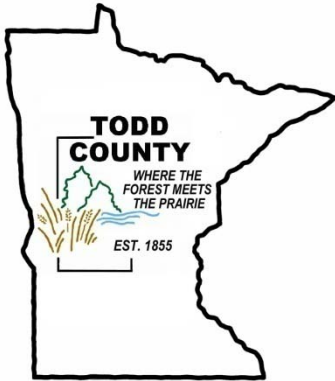
Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Copy Requested: <input checked="" type="checkbox"/> BA Form <input type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 2011	

Title (for publication with the Agenda):	
Date of Meeting: March 15, 2011	Total time requested: 1 min
Department Requesting Action: Auditor- Treasurer	
Presenting Board Action/Discussion at Meeting:	
Background <input type="checkbox"/> Supporting Documentation enclosed	
application submitted and on file in the Auditor-Treasurers Office	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
to approve a one year Set Up license for Blake Dixon at the Knotty Pine Ballroom	
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

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	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
Copy Requested: <input checked="" type="checkbox"/> BA Form <input type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 2011	

Title (for publication with the Agenda):	
Date of Meeting: March 15, 2011	Total time requested: 1 min
Department Requesting Action: Auditor- Treasurer	
Presenting Board Action/Discussion at Meeting:	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Application on file in Auditor-treasurer's Office	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
to approve a one day gambling permit for Prairie Midwest Outdoors Unlimited, Inc for a raffle on May 22, 2011 at the Bruno's Hub Supper Club	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input checked="" 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

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 COUNTY OF TODD }

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Seal

TODD COUNTY BOARD OF COMMISSIONERS

Resolution for Gambling Permit for

Prairie Partners Midwest Outdoors Unlimited, Inc

WHEREAS, the Todd County Board of Commissioners are in agreement to approve a Gambling Permit for Prairie Partners Midwest Outdoors Unlimited, Inc.

NOW, THEREFORE BE IT RESOLVED, to approve a one day Gambling Permit for the Prairie Partners Midwest Outdoors Unlimited, Inc. to hold a raffle on May 22, 2011 at Bruno's Hub Supper Club, located at 30905 County Road 13, Burtrum, MN 56318.

Adopted this 15th day of March, 2011

MEMO

TO: Todd County Administrator and Board of Commissioners

FROM: Rick Utech, Todd County Development Corporation (TCDC)

RE: Todd County dedicated economic development loan fund letter of intent

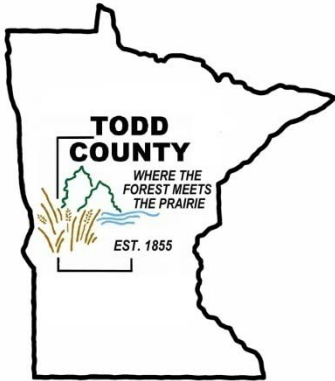
DATE: March 15, 2011

During the revitalization of the Todd County Development Corporation (TCDC), committee organizers in partnership with Todd County developed a list of measures that would be reviewed on a monthly, quarterly and annual basis. One of those measures was to establish a countywide revolving loan fund to help new and emerging small business by June of 2011.

TCDC is in the final stages of completing a USDA Rural Development "Rural Business Enterprise Grant" (RBEG) application that will request additional partnership dollars for the Business Assistance Revolving Loan Fund. \$112,974.00 in dedicated economic development loan fund dollars are held for this purpose by Todd County resulting from a "Minnesota Investment Fund" grant used to assist Diamond Tool. TCDC is seeking an additional \$99,000.00 from USDA Rural Development that will help increase total dollars available to assist new and emerging small businesses in Todd County.

USDA Rural Development requires a letter of intent from the matching source demonstrating commitment and contribution to the revolving loan fund. This letter of commitment will be attached to the full application that will be submitted by TCDC to USDA Rural Development on April 5, 2011.

Todd County, MN Board Action Form

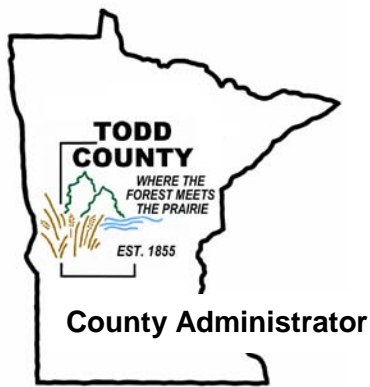


Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Other Letter of Intent
Copy Requested: <input type="checkbox"/> BA Form <input type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 20110315-07	

Title (for publication with the Agenda): USDA Rural Development Letter of Intent	
Date of Meeting: 3/15/11	Total time requested: 5 minutes
Department Requesting Action: Todd County Development Corporation	
Presenting Board Action/Discussion at Meeting: Rick Utech	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Letter of intent to USDA Rural Development that will demonstrate the commitment and transfer of \$112,974 in dedicated funds to the Todd County Development Corporation Business Assistance Revolving Loan Fund upon provisions in the letter of intent being met.	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: Approve signature of the letter of intent.	
Financial Implications: \$112,974.00	Comments
Funding Source: Dedicated fund	
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

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Seal	



Nathan Burkett
Todd County Administrator
347 Central Avenue, Suite 5
Long Prairie, MN 56347
nathan.burkett@co.todd.mn.us
Phone: 320-732-6447

March 15, 2011

Mr. S. John Strand, Area Specialist
USDA Rural Development
900 Robert Street, Suite 103
Alexandria, MN 56308

Re: Letter of Intent

Dear Mr. Strand:

The Board of Commissioners of Todd County, Minnesota is committed to transfer dedicated economic development loan fund dollars to the Todd County Development Corporation (TCDC) "Business Assistance Revolving Loan fund". The Board of Commissioners will transfer One Hundred Twelve Thousand, Nine Hundred Seventy Four Dollars (\$ 112,974.00) to the TCDC "Business Assistance Revolving Loan Fund upon the following provisions:

Provisions set by the Todd County Board of Commissioners before transferring funds include:

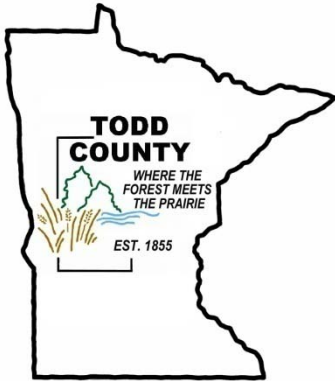
- Receipt of a full revolving loan fund (RLF) scope and loan fund plan including operational procedures as required and included in the USDA Rural Development "Rural Business Enterprise Grant" (RBEG) program application.
- Assurance that loan fund dollars will be utilized to assist new and emerging small businesses in Todd County as indicated in the RLF scope and plan.
- Receipt of an RBEG program award letter for the amount of Ninety Nine Thousand Dollars (\$99,000.00).

The Todd County Board of Commissioners is encouraged that the United States Department of Agriculture Rural Development RBEG program will help leverage county dollars to help assist new and emerging small business in our area.

Sincerely,

Nathan Burkett, County Administrator
Todd County, Minnesota

Todd County, MN Board Action Form



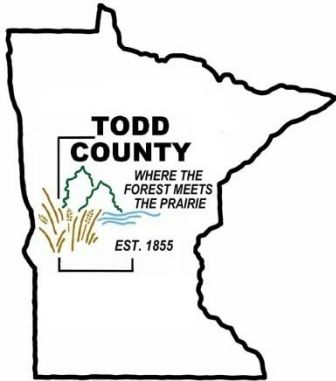
Action Requested	
<input type="checkbox"/> Action/Motion <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Copy Requested: <input type="checkbox"/> BA Form <input type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 20110315-02	

Title (for publication with the Agenda): 2011 Spring Road Meeting - Setting Date	
Date of Meeting: March 15 th , 2011	Total time requested: 5 Minutes
Department Requesting Action: Public Works	
Presenting Board Action/Discussion at Meeting: Loren Fellbaum, County Engineer	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Road Meetings are work sessions that have historically been held twice a year at the Public Works Department.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
#1 Set 2011 Spring Road Meeting for one of the following days/time: April 6th, April 8th, April 12th, April 13th, April 15th, April 18th, April 20th, April 21st (all at 9:30 AM)	
#2 Do not have at 2011 Spring Road Meeting	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Set 2011 Spring Road Meeting for April __, 2011 at 9:30 AM at the Public Works Department.	
Financial Implications: \$0.00	Comments
Funding Source: Road & Bridge	
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

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	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
Copy Requested: <input type="checkbox"/> BA Form <input type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 20110315-03	

Title (for publication with the Agenda): Re-appointment of County Engineer	
Date of Meeting: March 15, 2011	Total time requested: 5 min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Administrator, HR, Loren Fellbaum	
Background <input type="checkbox"/> Supporting Documentation enclosed	
MN statutes 163.07 directs that all counties shall employ a highway engineer, and directs that appointments be made for 4 years. Loren Fellbaum, the current highway engineer's appointment ends on May 1, 2011. Mr. Fellbaum has had exemplary performance evaluations and has performed at or above expectations during his current term. County Administration fully supports and requests Mr. Fellbaum's reappointment for the next 4 year period.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Appointment of Loren Fellbaum as the Todd County Engineer for the period of May 1, 2011 until April 30, 2015.	
Financial Implications: \$varies/salary	Comments
Funding Source: levy	
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	
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_____ Seal	

163.07 MS 1957 [Repealed, 1959 c 500 art 6 s 13]

163.07 COUNTY HIGHWAY ENGINEER.

Subdivision 1. **Appointment.** The county board of each county shall appoint and employ, as hereinafter provided, a county highway engineer who may have charge of the highway work of the county and the forces employed thereon, and who shall make and prepare all surveys, estimates, plans, and specifications which are required of the engineer. The county highway engineer may be removed by the county board during the term of office for which appointed only for incompetency or misconduct shown after a hearing upon due notice and upon stated charges. The burden of proving incompetency or misconduct shall rest upon the party alleging the same.

Subd. 2. **Qualifications, salary, and term.** The county highway engineer shall be a registered highway or civil engineer, registered under the laws of the state of Minnesota. The county board may appoint a new county engineer for a term of only one year. All reappointments shall be for a term of four years, and shall be made in May of the year in which the term expires. The county highway engineer shall be a citizen and resident of this state. The county highway engineer's salary shall be fixed by the county board and shall be payable the same as other county officers are paid. The salary shall not be reduced during the county highway engineer's term of office.

Subd. 2a. **Short-term reappointment pending retirement.** Notwithstanding the provisions of subdivision 2 as to the term of office of the county highway engineer, the county board of any county may reappoint a county highway engineer for a term of office less than four years when such county highway engineer to be reappointed will reach the age of mandatory retirement within the normal four-year term provided for in subdivision 2.

Subd. 3. **Leave of absence from state service.** Any registered professional engineer employed by the state when properly certified by the commissioner of transportation may be employed as an engineer on a full-time basis for any city, county, or any other governmental agency, and during the period of such employment and for the purposes of such employment, may be granted leave of absence from the state service, notwithstanding any limitation on leaves of absence contained in the Civil Service Act.

Subd. 4. **Civil service classification.** The commissioner of management and budget shall allocate a state civil service classification to any city or county highway engineer, or an engineer of any other governmental agency as may be from time to time requested by the commissioner of transportation. The allocation shall be made on the same basis and subject to the same provisions of law as pertain to engineering and similar positions in the state classified service. The commissioner of management and budget shall give consideration to the education, professional attainments and experience of the city, county highway engineer, or engineer of any other governmental agency for purposes of transfer to the state service. All city, county highway engineers, or engineers of any other governmental agency who have not less than two years service prior to the transfer may be transferred to the state classification so allocated without examination, but subject to a six months probationary period, in the state classified service. The commissioner of management and budget shall establish procedure for the transfer.

Subd. 5. **Promotional examination.** The commissioner of transportation may certify any city or county highway engineer that the commissioner may deem qualified to the commissioner of management and budget as eligible to take any specific promotional examination held for civil engineer or civil engineering aid as classified by the state civil service commission. The

service rating of such engineer shall include past service with the state and as city or county highway engineer, if the engineer had prior service with the state Transportation Department as a supervisory engineer.

Subd. 6. **Duties; bond.** The county highway engineer shall devote the entire time to official duties and, before entering upon the duties of office, give bond to the state in the penal sum of \$25,000, to be approved and filed in the same manner as are the bonds of the other county officers. All premiums for the bond shall be paid by the county. The state, the several governmental subdivisions thereof, or any person damaged by any wrongful act or omission of the county highway engineer in the performance of official duties may maintain an action on the bond for the recovery of the damages so sustained.

Subd. 7. **Report.** The county highway engineer shall prepare and submit to the county board annually a full and complete report covering all county highway work, and shall prepare and submit such other reports relating to the county highway system as the county board directs.

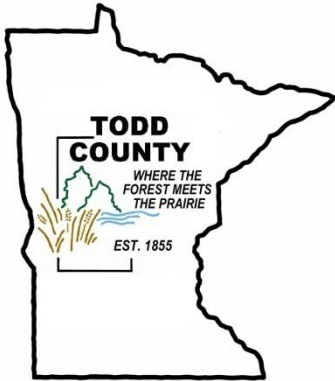
Subd. 8. [Repealed, 1969 c 304 s 2]

Subd. 9. **Contract for engineer services with other county.** In lieu of appointing and employing a county highway engineer in accordance with the provisions of this section, a county may contract for the services of a county highway engineer with a county that appoints and employs such an engineer upon such terms as are mutually agreed upon. An engineer acting as a county highway engineer under contract for a county shall exercise every duty and responsibility imposed by law upon a county highway engineer. A copy of each contract executed between counties under this subdivision shall be filed in the office of the commissioner of transportation.

This subdivision shall not apply to any county containing a city of the first class.

History: 1959 c 500 art 4 s 7; 1967 c 763 s 1,2; 1969 c 437 s 1; 1971 c 389 s 1; 1973 c 15 s 1; 1973 c 123 art 5 s 7; 1973 c 507 s 45; 1976 c 166 s 7; 1980 c 617 s 47; 1986 c 444; 1992 c 505 s 2; 1Sp2003 c 19 art 2 s 15; 2008 c 204 s 42; 2009 c 101 art 2 s 109

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
Copy Requested: <input type="checkbox"/> BA Form <input type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 20110315-04	

Title (for publication with the Agenda): Establish Records Retention Policy	
Date of Meeting: March 15, 2011	Total time requested: 10 Min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Records Retention Committee	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
See resolution	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Approve resolution	
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

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Seal	

TODD COUNTY BOARD OF COMMISSIONERS

A RESOLUTION ESTABLISHING A RECORDS RETENTION POLICY

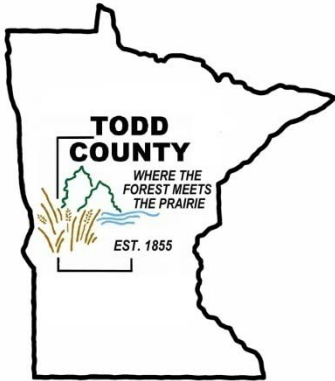
WHEREAS, the Todd County Board of Commissioners is responsible for establishing a records retention policy.

NOW, THEREFORE BE IT RESOLVED, that the following policy is adopted with regards to records retention at Todd County, Minnesota

Purpose: Establish guidelines for departments to maintain and dispose of records.

1. The Todd County Board of Commissioners adopts the General Records Retention Schedule for Counties created by the State Archives of the State of Minnesota, and all current and future updates.
2. The Todd County Board of Commissioners adopts the Electronic Records Management Guidelines created by the State Archives of the State of Minnesota, and all current and future updates.
3. All County departments are encouraged and directed to maintain all records possible in electronic format.
4. County departments are encouraged to destroy records in accordance with the General Records Retention Schedule, and that only records with a business purpose are kept longer than the necessary standard as outlined in the General Records Retention Schedule.
5. Prior to destruction of any public record, which is classified as public data, the County will offer the record to the Todd County Historical Society and the State Archives.
 - a. The Todd County Historical Society has the first right to all Todd County records over the State Archives.
6. In January of each year, County departments will dispose of records in accordance with the General Records Retention Schedule; County Administration is responsible for coordinating document shredding and disposal services.
7. Each department should create an inventory of the types of records it keeps and file with County Administration no later than January of each year.

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
Copy Requested: <input type="checkbox"/> BA Form <input type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 20110315-04	

Title (for publication with the Agenda): Approve Deposit Agreement with Todd County Historical Society	
Date of Meeting: March 15, 2011	Total time requested: 10 Min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Records Retention Committee	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
See agreement	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Approval of the master government records depository agreement with the Todd County Historical Society.	
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

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Seal	

GOVERNMENT RECORDS DEPOSITORY AGREEMENT

This **AGREEMENT** is entered on the last day of execution below between Todd County, the Todd County Historical Society, and the Minnesota Historical Society and is made for the purpose of the transfer of old school records and bound copies of The Long Prairie Leader (1912 – 2010).

RECITALS

WHEREAS, the following facts support this Agreement:

- A. The government officials of Todd County have prepared and maintained the old school records and bound copies of The Long Prairie Leader as official records, as required by Minnesota Statutes 15.17.
- B. Pursuant to Minnesota Statutes Chapter 138.161 through 138.25, the Minnesota Historical Society administers the State Archives and may accept government records as a gift.
- C. The Todd County Historical Society is prepared to take custody of old school records and bound copies of The Long Prairie Leader (1912-2010) to preserve and maintain them for future research.
- D. All parties desire to preserve the old school records and bound copies of The Long Prairie Leader (1912-2010) for future research and their historical value.

NOW, THEREFORE, it is hereby agreed by and between the parties:

- A. That Todd County will donate the old school records and bound copies of The Long Prairie Leader (1910-2010) as a gift to the Todd County Historical Society.
- B. It is further agreed that Todd County shall transfer custody of the old school records and bound copies of The Long Prairie Leader (1912-2010) to the Todd County Historical Society to be kept and managed in accordance with the requirements of law and subject to the following conditions:
 - 1. CUSTODY. Custody of the records will be transferred to the Todd County Historical Society

2. REVERSION OF CUSTODY. The records will not be transferred to the custody of another institution without authorization from Todd County and from the Minnesota Historical Society. If the Todd County Historical Society seeks to relinquish custody of the records and its depository rights, it will notify Todd County and the Minnesota Historical Society, in writing, of its intention to destroy or otherwise dispose of the records. Within 90 days of receiving such a notice, Todd County and the Minnesota Historical Society shall advise the Todd County Historical Society in writing as to whether or not the records may be destroyed or otherwise disposed of.
 3. PUBLIC USE. The records will be available for public use during normal business hours, and access to the records will be provided subject to Minnesota Statutes Chapter 138.17 and Chapter 13 (Minnesota Government Data Practices Act).
 4. STORAGE. The records will be placed in a storage area that meets archival storage guidelines as recommended by the Minnesota Historical Society.
 5. DISPLACE. The records may be used by the Todd County Historical Society or Minnesota Historical Society for display purposes, provided that standard security precautions are followed in regard to the display.
 6. RELEASE OF INTEREST. The undersigned do mutually agree and acknowledge that Todd County shall release all interests therein and shall give over to the Todd County Historical Society the old school records and the bound copies of The Long Prairie Leader (1912-2010) for the purpose of research.
 7. REPRODUCTION OF RECORDS. Todd County agrees that the records or any part thereof may be reproduced by the Todd County Historical Society at any time without compensation to Todd County.
 8. COSTS. Todd County shall pay no costs associated with the maintenance, retrieval, or storage of the records. The Todd County Historical Society, in accepting custody, care and control of said records, accepts no liability related to the conditions, completeness, maintenance, and use of the records; the Todd County Historical Society accepts only the costs related to the physical storage of the records as an archival repository.
 9. GUIDELINES. The Todd County Historical Society and Todd County agree to follow guidelines issued by the state Records Disposition Panel and the Minnesota Historical Society governing the disposition of the government records to other repositories (*Appendix A*).
- C. It is further agreed that each party shall work cooperatively to assure the continued preservation of the school records and bound copies of The Long Prairie Leader (1910-2010) as official records.

Government Records Depository Agreement
(March 2011 Signature Page)

Dated: _____ **TODD COUNTY**

By: _____

Title: _____

Dated: _____ **TODD COUNTY HISTORICAL SOCIETY**

By: _____

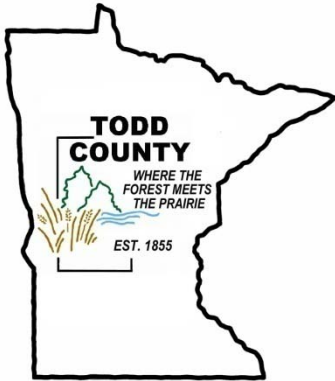
Title: _____

Dated: _____ **MINNESOTA HISTORICAL SOCIETY**

By: _____

Title: _____

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
Copy Requested: <input type="checkbox"/> BA Form <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 20110315-08	

Title (for publication with the Agenda): Support to Establish County Wide Broadband	
Date of Meeting: March 15, 2010	Total time requested: 10 Min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Administrator/TCDC	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
See resolution, the County Board received a resolution from the Livestock Advisory Committee at the Board meeting on MARCH 1, 2011. This resolution was directed to be prepared for the Board's consideration. See attachments for next steps. The County Administrator is also attempting to gain a leadership position on certain state wide and foundation board's that have a goal of getting high speed broadband deployed state wide, especially in urban areas.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Approve resolution	
Financial Implications: \$unk	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	
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 proceedings 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 and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:	
Seal	

TODD COUNTY BOARD OF COMMISSIONERS

RESOLUTION OF SUPPORT TO ESTABLISH RECIPROCAL BROADBAND SERVICES COUNTY WIDE, KNOWN HEREAFTER AS TODD COUNTY FIBERBAND

WHEREAS, the world's cultural and economic environment is becoming increasingly more knowledge-driven and information-based, and Todd County citizens, businesses, and agriculture need access to that information, and;

WHEREAS, research indicates that introduction of broadband in to rural areas increases the rate of job growth and income of rural areas and that the presence of broadband in a community is the greatest indicator of future economic success, and;

WHEREAS, broadband access has evolved from a luxury and entertainment item to an essential infrastructure for business, health care, education and government and the speeds needed to maintain local and global competitiveness are greater than telecommunication companies serving Todd County are willing to provide, and;

WHEREAS, demand exists for broadband access, but without a concerted and unified effort being made to obtain appropriate access for the citizens of Todd County, it is likely that demand will not be met, and;

WHEREAS, this body wants its citizens to maintain the highest quality of life and its businesses to be as competitive and productive as possible, the highest speed, highest capacity broadband, and other telecommunications services are critical for maintaining a healthy and competitive community, and;

WHEREAS, high speed, high capacity access to telecommunications services should be thought of as an essential public service that should be available to all citizens of Todd County, similar to the way the street and highway system is available to all citizens, and;

WHEREAS, private sector providers are currently unwilling and/or unable to provide the highest speed, highest capacity access to broadband services to the citizens and businesses of Todd County via last mile fiber, wireless or other means.

NOW, THEREFORE BE IT RESOLVED,

1. That this body supports any action to establish by any means legally available, a municipal telecommunications utility system county wide that provides the highest speed (reciprocal) internet, highest capacity access to broadband services, and;
2. with the passage of this resolution this body supports efforts to bring reasonably priced, stable and accessible quality broadband access to all places in Todd County, and;
3. that this body supports and adopts the following goals:
 - a. All places within the city limits of a city within Todd County shall have fiber to the premise broadband services at a reasonable price no later than 2014, and;
 - b. All places within Todd County, regardless of location, shall be able to access quality broadband services at speeds of no less than 20 mbps download, and 10 mbps upload by no later than 2016.
4. That this effort will from this point forward be known as the "Todd County Fiberband Initiative".

TODD COUNTY BOARD OF COMMISSIONERS

BE IT FURTHER RESOLVED, that all resolutions or parts of resolutions in conflict with the Resolution are hereby repealed to the extent of such conflict and that provisions of this Resolution are hereby declared to be separable and if any section, phrase or provision shall for any reason be declared to be invalid, such declaration shall not affect the validity of the remainder of the sections, phrases and provisions hereof.

Nathan Burkett

From: Nathan Burkett
Sent: Tuesday, March 08, 2011 8:02 PM
To: [REDACTED]
Subject: Fw: FIBERBAND
Attachments: 20110307 Blank Letter of Support_draft.docx; 20110307 Blank Resolution of Support_draft.docx

From: Nathan Burkett

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
Sent: Mon Mar 07 16:24:38 2011
Subject: FIBERBAND

Hello team!

Thanks for meeting last week – this email is intended to get the conversation going about next steps. I hope I am on line with this, since I missed the end of the meeting, if I am missing anything, please let me know.

- I am attaching a resolution and a letter of support to this email. I plan to ask the county board to pass the resolution on March 15.
- Once the board passes this resolution, I will be sending out the blank resolution of support to the following entities:
 - Townships (also presenting at the April 14 township meeting)
 - Cities
 - Lions
 - Rotary
 - Chambers
 - Schools
 - Hospitals
 - Veterans
 - Historical societies
 - Student government
 - Library board
 - Senior centers
 - Region 5
 - CLC
 - Alex tech
 - Lake associations
 - PTA's
 - Farmers Association
 - SWCD
- We should plan for a meeting of this group at the end of March – Rick U, should be setting that up
- Sounds like some of the schools FFA's might be interested in helping set up a meeting
- Plan on a HUGE community meeting in early to mid May
- I will set up an online and paper petition for individuals to sign as well as a blank letter of support from an individual
- Hopefully by July 1 we will have a grant to determine infrastructure needs

Thanks!

Nathan Burkett, County Administrator
Todd County, Minnesota
347 Central Avenue, Suite 5
Long Prairie, MN 56347
(320) 732-6447

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
Copy Requested: <input type="checkbox"/> BA Form <input type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 20110315-06	

Title (for publication with the Agenda): Approve Motor Pool Vehicle Purchases	
Date of Meeting: March 15, 2011	Total time requested: 10 Min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Administrator	
Background <input type="checkbox"/> Supporting Documentation enclosed	
County Motor Pool vehicle purchases are outlined in the 2011 - 2015 CIP, and budgeted. It is anticipated to purchase 2 mini-van type vehicles, 1 small pickup and 1 small passenger vehicle. Several vehicles currently in the motor pool will be traded or removed from rotation due to high mileage, increasing maintenance costs, or decreasing safety.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Approve County Administration to direct Gessell Motors to begin purchasing vehicles for the County vehicle fleet, within specifications, and within budgeted amounts.	
Financial Implications: \$ < 40,000	Comments
Funding Source: Levy	
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	
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 proceedings 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 and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:	
Seal	