

TODD COUNTY BOARD OF COMMISSIONERS

Regular Board Meeting Agenda

Date: May 17, 2011

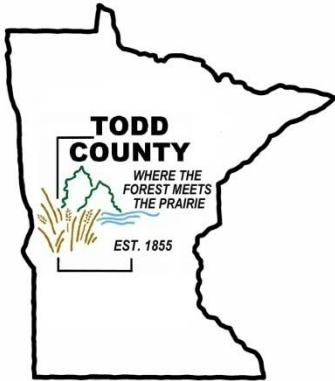
Time: 9:00 a.m.

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	9:04
4.1	Approve May 3, 2011 Minutes	
4.2	Commissioner Warrants	
4.3	Gambling Permit - The Big Lake Sportsman's Club	
5	Planning & Zoning	9:05
5.1	CUP - Borgheiinck	
5.2	Planning & Zoning Budget	
6	Administration	9:15
6.1	Bid Awards	
6.2	ACS Ureka Relationship	
6.3	Ordinance Referral	
6.4	2012 Budget - Departmental Reorganization	
	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): 201105017-04	

Title (for publication with the Agenda): Approve May 3, 2011 Minutes	
Date of Meeting: May 17, 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 May 3, 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
<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

*Minutes of the Meeting of the Todd County Board of Commissioners held on
May 3, 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 3rd day of May, 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 Ruda and second by Kneisl, the following motion was introduced and adopted by unanimous vote to approve the agenda as amended with the following changes:

1. Department re-organization

Routine Business

On motion by Neumann and seconded by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the April 19, 2011 minutes as read.

On motion by Kneisl and seconded by Ruda, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants #27815 thru #27949 in the amount of \$90,320.09.

On motion by Ruda and seconded by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Auditor Warrants #215866 thru #215970 in the amount of \$370,243.48.

Closed Session

On motion by Kircher and second by Kneisl, the Todd County Commissioners' Meeting was closed at 9:05 am and went into closed session with Jason Kubushek, Attorney from Iverson-Reuvers to discuss the civil suit with Central Specialties, Inc of Alexandria, MN vs. Todd County regarding a contract dispute.

On motion by Ruda and second by Kneisl, the Todd County Commissioners' Meeting was resumed at 9:23.

Todd County Public Works

On motion by Kircher and seconded by Neumann, the following motion was introduced and adopted by unanimous vote: To approve personnel changes be made to the staffing roster for public works by eliminating the maintenance superintendent position and add truck driving position .

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

AWARD OF CONSTRUCTION CONTRACT: CP 77-11-03 (PAVEMENT MARKINGS)

WHEREAS, Sealed Bids were received on April 15th, 2011 by the Todd County Public Works Director and the Auditor/Treasurer for CP 77-11-03, said project for pavement markings on various Todd County highways, and;

TODD COUNTY BOARD OF COMMISSIONERS

WHEREAS, sealed bids were received from AAA Striping Service Company of Saint Michael, Minnesota (\$85,352.87) and Traffic Marking Service, Inc. of Maple Lake, Minnesota (\$81,542.17). NOW, THEREFORE BE IT RESOLVED, That the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction project to Traffic Marking Service, Inc. of Maple Lake, Minnesota based on their low bid of \$81,542.17.

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

FINAL PAYMENT AUTHORIZATION - 2010 STATE AID BITUMINOUS CONTRACT

SAP 77-617-06, SAP 77-618-11, SP 77-624-17, SAP 77-622-012, SAP 77-632-05

WHEREAS, the contract with Knife River Corporation for the 2010 State Aid Projects known as SAP 77-617-06, SAP 77-618-11, SP 77-624-17, SAP 77-622-12, and SAP 77-632-05 located along various Todd County State Aid Highways, has in all things been completed, and;

WHEREAS, construction work on this contract was scheduled and completed in 2010 with the value of the total work certified being \$2,572,074.52, and;

WHEREAS, partial payments amounting to \$2,443,470.79 have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that \$128,603.73 still remains to be paid to Knife River Corporation.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners does here accept said completed project for and in behalf of the County of Todd and authorize final payment as specified.

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

APPROVAL OF AGENCY AGREEMENT #90932 - AMENDMENT #2

NORTH/SOUTH CORRIDOR WITH RAILROAD OVERPASS PROJECT (SP 077-030-002 & HPPH H177(001))

WHEREAS, Todd County and the State of Minnesota entered into Agreement #90932 on March 19th, 2007 to facilitate the use of federal funds allocated for the Preliminary Engineering Phase of the North/South Corridor with Railroad Overpass Project (SP 077-030-002 & HPPH H177(001)), and;

WHEREAS, there is a current need to amend the original agreement to reduce the amount of funding available for preliminary engineering and redirect it for the use of purchasing right of way for the project.

NOW, THEREFORE BE IT RESOLVED, that pursuant to Minnesota Statute Section 161.36, the Commissioner of Transportation be appointed as Agent of the County of Todd to accept as its agent, federal aid funds which may be made available for eligible transportation related projects, and;

BE IT FURTHER RESOLVED, the County Board Chairman and County Administrator are hereby authorized and direct for and on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement #90932 - Amendment #2", a copy of which said agreement was before the County Board and which is made a part hereof by reference.

TODD COUNTY BOARD OF COMMISSIONERS

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

APPROVAL OF AGENCY AGREEMENT #95938 - AMENDMENT #1

NORTH/SOUTH CORRIDOR WITH RAILROAD OVERPASS PROJECT – RIGHT OF WAY ACQUISITION PHASE

(SP 077-596-001/SP 077-596-003/SP077-596-004 & HPPH H177(002))

WHEREAS, Todd County and the State of Minnesota entered into Agreement #95938 on December 9th, 2009 to facilitate the use of federal funds allocated for the Right of Way Acquisition Phase of the North/South Corridor with Railroad Overpass Project (SP 077-059-001/SP 077-596-003/SP 077-596-004 & HPPH H177(002)), and;

WHEREAS, original agreement is being amended to address increase right of way costs that have occurred as a result of beginning the Right of Way Acquisition Process.

NOW, THEREFORE BE IT RESOLVED, that pursuant to Minnesota Statute Section 161.36, the Commissioner of Transportation be appointed as Agent of the County of Todd to accept as its agent, federal aid funds which may be made available for eligible transportation related projects, and;

BE IT FURTHER RESOLVED, the County Board Chairman and County Administrator are hereby authorized and direct for and on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in “Minnesota Department of Transportation Agency Agreement #95938 - Amendment #1”, a copy of which said agreement was before the County Board and which is made a part hereof by reference.

On motion by Neumann and seconded by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the cooperative agreements for the following proposed 2012 Bridge Replacement Projects:

SAP 077-599-059 (Bridge #R0417 - Moran Township)

SAP 077-597-003 (Bridge #L8935 - City of Clarissa)

SAP 077-599-058 (Bridge #R0404 - Iona Township)

SAP 077-597-004 (Bridge #3000 - City of Osakis)

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

AWARD OF CONTRACT- WASHED WINTER MAINTENANCE SAND

WHEREAS, Sealed Bids were received on April 15th, 2011 by the Todd County Public Works Director and the Auditor/Treasurer for furnishing washed winter maintenance sand for both the Northern and Long Prairie Public Works Shops, and;

WHEREAS, Sealed bids were received from VGC Inc. of Long Prairie, Minnesota, Braaten Aggregate of Bertha, Minnesota, Hard Rock Screening LLC of Little Falls, Minnesota, Knife River Corporation of Sauk Rapids, Minnesota, and Central Specialties of Alexandria, Minnesota.

NOW, THEREFORE BE IT RESOLVED, That the Todd County Board of Commissioners does hereby accept and award the contract for furnishing washed winter maintenance sand to VGC Inc. of Long

TODD COUNTY BOARD OF COMMISSIONERS

Prairie, Minnesota and Braaten Aggregate of Bertha, Minnesota as recommended on the attached bid abstract.

Closed Session

Motion by Kircher second by Kneisl to add second closed session to discuss potential litigation with Zayo Enterprise Networks.

On motion by Ruda and second by Neumann, the Todd County Commissioners' Meeting was closed at 9:45 am and went into closed session with Jason Kubushek, Attorney from Iverson-Reuvers to discuss potential litigation with Zayo Enterprise Networks.

On motion by Ruda and second by Kircher, the Todd County Commissioners' Meeting was resumed at 10:00.

Todd County Planning and Zoning

On motion by Neumann and seconded by Ruda, the following motion was introduced and adopted by unanimous vote: To approve the Conditional Use Permit application for Stonebridge Care Facility at 19391 County 37, Osakis, MN 56360 for the use of the existing house for an adult care facility for 1 – 6 people with the following conditions. (1) All the proper licenses through the state and local agencies are issued to the applicant prior to Planning and Zoning permitting this service-care facility. (2) Any additional clients added beyond the stated number in the application would require a review of the CUP and septic system sizing requirements for minimum standards. (3) Access to and from the second story of the house have adequate escape routes in case of emergency and approved by the local and state agencies. (4) A review by the Planning Commission after two (2) years of operation will be required (spring 2013).

Chamber Executives and Veterans Service

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

A RESOLUTION OF SUPPORT TO RECOGNIZE TODD COUNTY AS A SUPPORTIVE ENTITY OF THE LONG PRAIRIE AREA CHAMBER OF COMMERCE AND THE STAPLES MOTLEY AREA CHAMBER OF COMMERCE YELLOW RIBBON COMMUNITY INITIATIVE

WHEREAS, Beyond the Yellow Ribbon is a comprehensive program that creates awareness for the purpose of connecting Service members and their families with community support, training, services and resources, and;

WHEREAS, Beyond the Yellow Ribbon recognizes a "Yellow Ribbon Community" as one that unites all areas within a community to create a comprehensive network that connects and coordinates agencies, organizations, resources and employers for the purpose of proactively supporting Service members and military families, and;

WHEREAS, the Long Prairie Area Chamber of Commerce and the Staples-Motley Area Chamber of Commerce are separately seeking status as a Yellow Ribbon Community, and;

WHEREAS, the Long Prairie Area Chamber of Commerce and the Staples-Motley Area Chamber of Commerce intend to do this by developing a sustainable action plan demonstrating their commitment to Service members and military families. The community will identify and connect leaders in key areas

TODD COUNTY BOARD OF COMMISSIONERS

across the community, leverage existing support activities, build awareness throughout the community and take action, and;

WHEREAS, the Long Prairie Area Chamber of Commerce and the Staples-Motley Area Chamber of Commerce are seeking approval and support of this important initiative from Todd County & its Board of Commissioners, and;

NOW, THEREFORE BE IT RESOLVED, that Todd County and its Board of Commissioners support the Long Prairie Area Chamber and the Staples-Motley Area Chamber of Commerce in this initiative.

BE IT FURTHER RESOLVED, that the Todd County Board of Commissioners encourages all communities in Todd County to pursue and support a Beyond the Yellow Ribbon initiative.

Todd County Development Corporation

Rick Utech gave the 1st quarter report for the Todd County Development Corporation.

Todd County Administrator

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

A RESOLUTION AMENDING THE TODD COUNTY POLICY OF MUTUAL RESPECT

WHEREAS, the Todd County Board of Commissioners is responsible for setting policies of the County of Todd, Minnesota, and;

WHEREAS, the Todd County Board of Commissioners desires for the Todd County organization to be a place where all customers, elected officials and employees are treated at all times with dignity and respect.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby adopts the following as Section 1.02 of the Todd County Policy Manual and directs its implementation immediately upon passage of this resolution:

Section 1.02 Todd County Policy of Mutual Respect

A primary mission of Todd County is to promote a spirit of teamwork and cooperation among citizens, elected officials, and employees. Furthermore, the County wants to provide a work environment of mutual respect. To achieve these goals, the County expects that all elected officials and employees treat everyone with respect, honesty, consideration, and cooperation.

The County expects that employees will refrain from making statements that others might find upsetting or offensive and statements that create a hostile work environment. Such statements include jokes and other statements directed at another's age, sex, race, religion, national origin, physical appearance or other class-related status. This policy is intended as a guide for maintaining effective interpersonal communication and professional relationships. In order to maintain healthy workplace relationships the County expects that employees, County Commissioners and elected officials will refrain from tape recording conversations with each other without full disclosure and consent by all individuals first. Management firmly supports this policy and will make every effort to ensure its implementation.

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

TODD COUNTY BOARD OF COMMISSIONERS

MINNESOTA ACCOUNTABLE GOVERNMENT, INNOVATION AND COLLABORATION (MAGIC) ACT

WHEREAS, Minnesota is consistently placed at or near the bottom of national measures that assess the capacity for local government innovation in all 50 states and;

WHEREAS, Minnesota and its counties face significant demographic trends that will require innovative approaches to program delivery in order to adequately meet the growing and changing needs of citizens and;

WHEREAS, counties with innovative ideas should be provided the requisite opportunity and flexibility to successfully implement those ideas so as to best serve their communities and;

WHEREAS, counties across Minnesota boast significant geographic, demographic and economic diversity that thus requires maximum flexibility in programmatic implementation and;

WHEREAS, counties are willing and able to identify, implement and methodically verify increased programmatic efficiencies through a process that will cultivate and sustain a strong and trusting state-local partnership, and;

WHEREAS, transitioning to an outcomes-based system of program evaluation is in the best interest of every Minnesota citizen and government that desires to maximize public resources and enhance the quality of life in their community to the fullest extent possible.

BE IT THEREFORE RESOLVED, that Todd County recommends that the Legislature and governor work cooperatively with all 87 counties to swiftly pass the MAGIC Act into law during the 2011 legislative session, thus implementing a system that will enhance and incent local government efficiency and innovation throughout Minnesota by:

1. Allowing counties to take any action not prohibited by state law to provide for the health, safety and general welfare of the public and;
2. Creating a measured, outcomes-based waiver process whereby counties, in partnership with the legislative and executive branch of state government, can implement efficiency-based, time-limited pilot programs that are subject to final review by the Legislature and governor and will create a repository of best practices so as to improve long-term policy decisions across the state.

On motion by Ruda and second by Kircher, the following motion was introduced and failed: Approval of Voluntary Early Retirement Incentive Program. Roll call vote was taken, Ruda; yes, Kircher; no, Kneisl; no, Neumann; no, Blessing; yes.

On motion by Ruda and seconded by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the hire of Richard Mettler as Fairgrounds Maintenance and promotional duties of the Todd County Fairgrounds.

Discussion was held on re-organization of the Auditor-Treasurer, Recorder and Assessors office. Consensus direction is for administration and the departments to continue planning and bring back to the next Board Meeting.

On motion by Kircher and seconded by Ruda, the following motion was introduced and adopted by majority vote with Neumann voting against: To approve waiver of 90 day hiring rule and severance pay-off rule as approved in the 2011 budget to fill the position of Deputy Assessor.

TODD COUNTY BOARD OF COMMISSIONERS

Administrator's Report

The Administrator reported there was a great turnout at the preconference meeting for the contractors for the Historic Courthouse. Bid opening date was changed from May 5th until May 12th to allow additional time for potential bidders to prepare. Financial report for quarter one is done and is available for commissioner or public inspection.

Commissioners' Report

Ruda reported he received a letter from Dave Venekamp, the City Administrator of Long Prairie, and a request for a written waiver from the County for the required notice period for a proposed Tax Increment Financing District in the City of Long Prairie for Valley View Estates, an Assisting Living Complex, currently planning an expansion of a 10-11 unit wing for a memory care wing. They would like a letter waiving the 30 day notice. The hearing is May 16, 2011. Ruda will then write the letter back to Venekamp to proceed.

Adjourn

On a motion by Kneisl and seconded by Ruda the meeting was recessed at 11:18 until May 17, 2011.

AUDITOR WARRANTS

VENDOR NAME	AMOUNT
AMERICAN HERITAGE BANK	22,424.80
COMPUTER PROFESSIONALS	7,484.81
MN DEPT OF FINANCE	6,323.50
SKIP SHAMP	11,100.00
TODD SOIL & WATER CONS DIST	30,000.00
WSB AND ASSOCIATES	19,289.85
CITY OF PERHAM	34,086.36
CONTEGRITY GROUP INC	5,160.00
ENVIRONMENTAL PROPERTY AUDITS	2,310.00
GENE-O'S FAMILY RESTAURANT	2,191.50
PHIL HOLBROOK	4,350.00
MORRISON COUNTY	22,138.73
NORTHERN STAR COOP	2,241.82
STOECKEL JAHNER INC	10,094.00
TODD COUNTY DAC	3,751.00
WIDSETH SMITH NOLTING INC	5,612.00
WSB AND ASSOCIATES	19,225.77
AMERICAN HERITAGE	2,442.41
DEPT OF EMPLOYMENT ECO DEV	7,547.74
DEPUTY REGISTRAR	3,094.26
FLEET SERVICES	5,262.79
LONG PRAIRIE OIL COMPANY	2,338.08
MINNESOTA POWER	10,908.53
NELSON AUTO CENTER INC	46,219.24
PEMBERTON SORLIE RUFER & KER	5,074.57

TODD COUNTY BOARD OF COMMISSIONERS

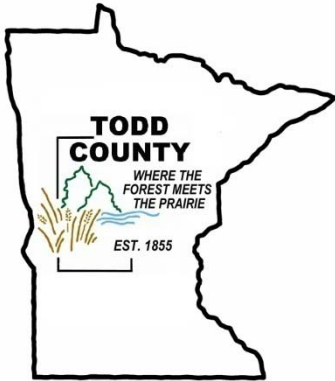
PETERS & CHURCHWELL	3,901.54
RAINBOW RIDER	4,000.00
SCOTT WONDERLICH	4,104.00
KEN'S COLLISION AND GLASS	34,446.63
MINNEGASCO CENTER ENERGY	5,520.74
PAYMENTS LESS THAN \$2000	27,598.81
FINAL TOTAL.....	\$370,243.48

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
FLEET SERVICES DIVISION	6,353.14
GENERAL SECURITY SERVICES CORP	4,840.00
GRANITE ELECTRONICS INC	3,899.01
INFORMATION SYSTEM CORP	4,087.46
IVERSON REUVERS LLC	6,354.31
JENKINS IRON & STEEL INC	11,086.28
LAKEWOOD HEALTH SYSTEMS	4,000.00
MIDSTATES EQUIP AND SUPPLY	3,240.39
MN STATE AUDITOR	2,253.65
STAPLES WORLD	7,365.63
TRI COUNTY HEALTH CARE	3,989.92
TRIMAN SYSTEMS INC	2,741.18
PAYMENTS LESS THAN \$2000	30,109.12
FINAL TOTAL.....	\$90,320.09

VENDOR NAME	AMOUNT
CONTECH CONSTRUCTION PRODUCTS	16,096.55
ENVIROMENTAL SYSTEMS RESEARCH	6,450.00
HILDI INC	3,800.00
LIBERTY TIRE RECYCLING SERVICE	6,652.41
LONG PRAIRIE OIL COMPANY	6,098.96
JAMES MENCH	2,775.00
NORTHERN BUSINESS PRODUCTS	3,930.93
REGION V DEVELOPMT COMMISSION	2,326.77
SHIRLEY'S GAS & GROCERIES	2,801.49
STAPLES WORLD	6,959.33
STRACK'S COLLISION CENTER	3,522.81
PAYMENTS LESS THAN \$2000	30,466.67
FINAL TOTAL.....	\$91,880.92

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): 20110517-02	

Title (for publication with the Agenda): Commissioner Warrants	
Date of Meeting: 25/17/2011	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 27950 thru 28079 in the amount of \$91,880.92	
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

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 checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20110517-01	

Title (for publication with the Agenda): Gambling Permit for Big Lake Sportsman's Club	
Date of Meeting: May 17, 2011	Total time requested: 1 minute
Department Requesting Action: Auditor-Treasurer's	
Presenting Board Action/Discussion at Meeting:	
Background <input type="checkbox"/> Supporting Documentation enclosed	
1-day gambling permit for Big Lake Sportsman's Club to hold a one day raffle at the club house	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
to approve a 1-day gambling permit for big Lake sprotsman's club to hold a raffle at the club house located at 33513 County 16, Cushing, on August 20, 2011	
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:
<hr style="width: 80%; margin-left: 0;"/> David Kircher
Clerk to the Board:
<hr style="width: 80%; margin-left: 0;"/>

TODD COUNTY BOARD OF COMMISSIONERS

Resolution for Gambling Permit for

The Big Lake Sportsman's Club

WHEREAS, the Todd County Board of Commissioners are in agreement to approve a Gambling Permit for the Big Lake Sportsman's Club.

NOW, THEREFORE BE IT RESOLVED, to approve a one day Gambling Permit for the Big Lake Sportsman's Club to hold a raffle at the club house located at 33513 County 16, Cushing, MN 56443 on August 20, 2011.

Adopted this 17th day of May, 2011.

CONDITIONAL USE PROCEEDINGS

STATE OF MINNESOTA
COUNTY OF TODD

In The Matter of: Anthony Borgheiinck
Mailing address: 815 2nd Ave NE
Long Prairie, MN 56347

Site Address: 24288 Marquette St.

Parcel Number: 18-0015000

REQUEST: Conditional Use Permit to use the existing storage buildings for commercial seasonal storage. Use Permit is required for mini-storage units located on ag/forestry zoned land.

The above entitled matter was heard before the Todd County Planning Commission on the 5th day of May 2011, on a petition for Conditional Use pursuant to the Todd County Zoning Ordinance, for the following described property (10 acres).part of the N2 SE4 Desc as Comm at S Qtr cor of Section 16, N 1821.86 ft to pt of beg, thence E 622.83 ft, N 699.39 ft, W 622.83 ft to W Line, S 699.39 ft to beg, Section 16, Twp 129, Range 33, Long Prairie Township, Todd County.

Record this document in: abstract records torrens records.

IT IS ORDERED that the Conditional Use be (granted, denied) #C-20110505795 as upon the following conditions, changes or reasons: Granted as submitted with conditions: (1) Building will not be used for human habitation; and (2) Hours of operation will be 7am until 10pm, Monday through Sunday.

Todd County Board of Commissioners
Mark Blessing, Chairperson

Dated: May 17, 2011

**STATE OF MINNESOTA
COUNTY OF TODD**

**OFFICE OF
ENVIRONMENT & LAND RESOURCE MANAGEMENT**

I, Garry Johanson ELRM Director for the County of Todd, with and in said County, do hereby certify that I have compared the foregoing copy and order (granted, denying) a Conditional Use with the correct and true transcript of the whole thereof.

IN TESTIMONY WHEREOF, I have hereunto subscribed my hand at Long Prairie, Minnesota, in the County of Todd on _____ :

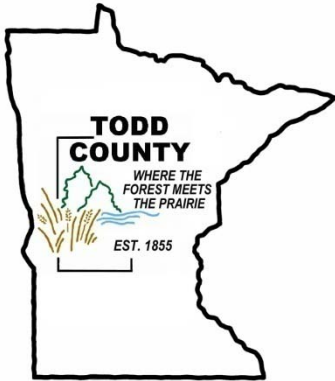
**DIRECTOR
TODD COUNTY ELRM OFFICE**

Drafted by: Linda Bleess
Planning Commission Secretary

This form mailed to Applicant

Activities granted by a Conditional Use Permit expire and are considered invalid unless they are substantially completed within thirty-six months of the date the conditional use permit is granted by the Board of Commissioners. Section 530(O) Todd County Ordinance.

Todd County, MN Board Action Form



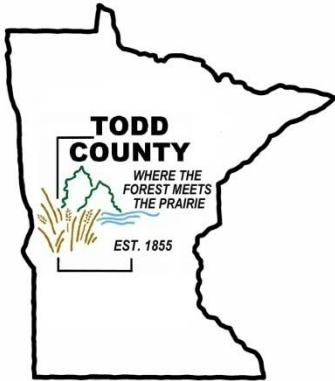
Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Copy Requested: <input type="checkbox"/> BA Form <input type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 20110517-03	

Title (for publication with the Agenda): CUP - Anthony Borgheinck	
Date of Meeting: 5/17/11	Total time requested: 5 min
Department Requesting Action: Planning & Zoning (ELRM)	
Presenting Board Action/Discussion at Meeting: Garry Johanson, Director	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Application to use the existing storage shed for commercial storage rental	
Options <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Granted as submitted with conditions: (1) Building will not be used for human habitation; and (2) Hours of operation will be 7am until 10pm, Monday through Sunday.	
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	
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 type="checkbox"/> BA Form <input type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 20110517-05	

Title (for publication with the Agenda): Budget Amendment - Planning and Zoning, BWSR Grant	
Date of Meeting: May 17, 2011	Total time requested: 5 min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Planning and Zoning	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
See attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Approve budget amendment 2011-01 to recognize additional grant revenue from the Minnesota Board of Water and Soil Resources for the purposes of funding a septic system inventory project.	
Financial Implications: \$107,263	Comments
Funding Source: Grant	
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 }

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Seal

Proposed 2011 Amended Budget

							2011 BUDGET
F	D	P	S	I	DESCRIPTION	+ / (-)	
1	-	105	-	0	-	5108 ZONING	(130,000)
1	-	105	-	0	-	6102 REGULAR SALARIES & WAGES	137,946
1	-	105	-	0	-	6103 PER DIEM	8,400
1	-	105	-	0	-	6141 EMPLOYER LIFE INSURANCE	92
1	-	105	-	0	-	6142 EMPLOYER HEALTH INSURANCE	18,308
1	-	105	-	0	-	6143 EMPLOYER PERA	10,001
1	-	105	-	0	-	6144 EMPLOYER FICA	10,553
1	-	105	-	0	-	6149 HEALTH SAVINGS ACCT	3,000
1	-	105	-	0	-	6202 TELEPHONE	3,000
1	-	105	-	0	-	6203 POSTAGE AND BOX RENT	5,000
1	-	105	-	0	-	6241 PRINTING AND PUBLISHING	4,000
1	-	105	-	0	-	6245 MEMBERSHIP DUES & REGISTRATIONS	1,250
1	-	105	-	0	-	6263 PROFESSIONAL SERVICES	10,000
1	-	105	-	0	-	6331 TRAVEL & EXPENSE	4,150
1	-	105	-	0	-	6337 LODGING & MEALS	1,250
1	-	105	-	0	-	6356 OTHER MISCELLANEOUS CHARGES	500
1	-	105	-	0	-	6386 RECORDER SERVICES	5,000
1	-	105	-	0	-	6801 REFUNDS AND REIMBURSEMENTS	1,000
1	-	105	-	551	-	5301 MN WATER AND SOIL RESOURCES BOARD GRANTS	(70,900)
1	-	105	-	551	-	6282 CONTRACTED SERVICES	60,245
1	-	105	-	552	-	5301 MN WATER AND SOIL RESOURCES BOARD GRANTS	(5,620)
1	-	105	-	552	-	6102 FT SALARIES & WAGES	4,521
1	-	105	-	552	-	6202 TELEPHONE	99
1	-	105	-	553	-	5301 MN WATER AND SOIL RESOURCES BOARD GRANTS	(10,630)
1	-	105	-	554	-	5301 MN WATER AND SOIL RESOURCES BOARD GRANTS	(107,263)
1	-	105	-	554	-	6102 REGULAR SALARIES & WAGES	24,174
1	-	105	-	554	-	6141 EMPLOYER LIFE INSURANCE	16
1	-	105	-	554	-	6142 EMPLOYER HEALTH INSURANCE	3,208
1	-	105	-	554	-	6143 EMPLOYER PERA	1,753
1	-	105	-	554	-	6144 EMPLOYER FICA	1,849
1	-	105	-	554	-	6263 PROFESSIONAL SERVICES	9,000
1	-	105	-	554	-	6282 CONTRACTED SERVICES	98,263
Levy Funding							102,165

Notes: all revenue budgeted for 105.554-5301 will be received in 2011 the grant may be held over for a 2nd year, which would result in un-expended grant funds. Those funds must be held in reserve and budgeted for expenditure in 2012, which may result in what appears to be a deficit budget. Additionally, a 25,000 match for database as per the grant agreement will be required in 2012.

Approved 2011 Planning and Zoning budget

						2011 BUDGET
F	D	P	S	I	DESCRIPTION	+/(-)
1	- 105	- 0	- 0	- 5108	ZONING	(130,000)
1	- 105	- 0	- 0	- 6102	REGULAR SALARIES & WAGES	162,120
1	- 105	- 0	- 0	- 6103	PER DIEM	8,400
1	- 105	- 0	- 0	- 6141	EMPLOYER LIFE INSURANCE	108
1	- 105	- 0	- 0	- 6142	EMPLOYER HEALTH INSURANCE	21,516
1	- 105	- 0	- 0	- 6143	EMPLOYER PERA	11,754
1	- 105	- 0	- 0	- 6144	EMPLOYER FICA	12,402
1	- 105	- 0	- 0	- 6149	HEALTH SAVINGS ACCT	3,000
1	- 105	- 0	- 0	- 6202	TELEPHONE	3,000
1	- 105	- 0	- 0	- 6203	POSTAGE AND BOX RENT	5,000
1	- 105	- 0	- 0	- 6241	PRINTING AND PUBLISHING	4,000
1	- 105	- 0	- 0	- 6245	MEMBERSHIP DUES & REGISTRATIONS	1,250
1	- 105	- 0	- 0	- 6263	PROFESSIONAL SERVICES	10,000
1	- 105	- 0	- 0	- 6331	TRAVEL & EXPENSE	4,150
1	- 105	- 0	- 0	- 6337	LODGING & MEALS	1,250
1	- 105	- 0	- 0	- 6356	OTHER MISCELLANEOUS CHARGES	500
1	- 105	- 0	- 0	- 6386	RECORDER SERVICES	5,000
1	- 105	- 0	- 0	- 6801	REFUNDS AND REIMBURSEMENTS	1,000
1	- 105	- 551	- 0	- 5301	MN WATER AND SOIL RESOURCES BOARD GRANTS	(70,900)
1	- 105	- 551	- 0	- 6282	CONTRACTED SERVICES	60,245
1	- 105	- 552	- 0	- 5301	MN WATER AND SOIL RESOURCES BOARD GRANTS	(5,620)
1	- 105	- 552	- 0	- 6102	FT SALARIES & WAGES	4,521
1	- 105	- 552	- 0	- 6202	TELEPHONE	99
1	- 105	- 553	- 0	- 5301	MN WATER AND SOIL RESOURCES BOARD GRANTS	(10,630)
105 Levy Funding						102,165

Notes: It appears permit revenue will be in significant shortfall, it is possible we see a pickup as the summer progresses.

FY11 Clean Water Fund Competitive Grants

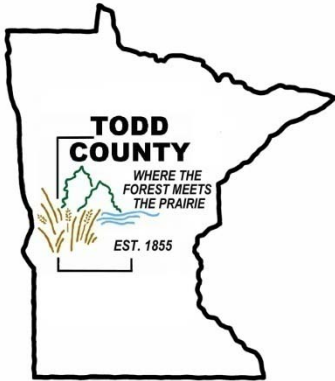
2. BWSR and MPCA SSTS Grants

Remember to Complete Narrative Form FY11-B

Project location	Outcomes and Budget			SSTS Inventory Questions Only			Project Budget (all projects)			
	Project Type (drop down menu of 4 options)	Water Resource of Concern or Area Focus	Is water resource on the MPCA impaired waters list? (Yes/No)	Estimated number of parcels	Estimated ITPHS	Estimated non compliant SSTS	Grant: Project Development and Landowner Outreach	Grant: Technical Assistance, Staffing, or Contracted services	Sub-Total: Grant Request	Local Match
Big Birch Lake	Inventory	Big Birch Lake Shoreland District	No	319	1	219	\$5,000	\$21,900	\$26,900	\$8,000
Latimer Lake	Inventory	Latimer Lake Shoreland District	No	72	0	40	\$5,000	\$4,000	\$9,000	\$5,000
Maple Lake	Inventory	Maple Lake Shoreland District	Yes	81	0	49	\$5,000	\$4,900	\$9,900	\$5,000
Osakis Lake	Inventory	Osakis Lake Shoreland District	Yes	703	25	371	\$10,000	\$37,100	\$47,100	\$13,000
Todd County	Database	Todd County	Yes	12000	50	7000	\$4,000	\$5,000	\$9,000	\$25,000
									\$0	
				13175	76	7679	\$29,000	\$72,900	\$101,900	\$56,000

Subtotal: Grant Request	\$101,900
Percent Admin	5
Subtotal: Admin	\$5,363
Total Grant Request	\$107,263
Minimum Match Required: BWSR Program Enhancement Grant	\$26,816
Minimum Match Required: MPCA Inventory Grant	\$53,632
Total Match	\$56,000

Todd County, MN Board Action Form



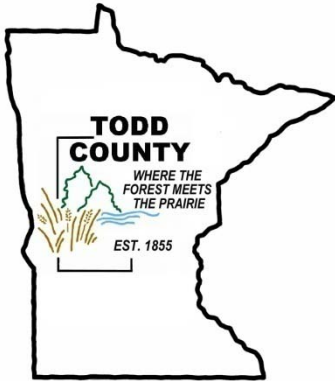
Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Copy Requested: <input type="checkbox"/> BA Form <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 20110517-06	

Title (for publication with the Agenda): Consider Bids for Historic Courthouse Renovation	
Date of Meeting: May 17, 2011	Total time requested: 30 min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Contegrity, Collaborative	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Bid opening was held on May 12. See attached bid tabulation (may be presented at meeting due to time frame)	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Attached list of recommended contracts for approval	
Financial Implications: \$unk as of pub	Comments
Funding Source: bond proceeds	
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	

Todd County, MN Board Action Form



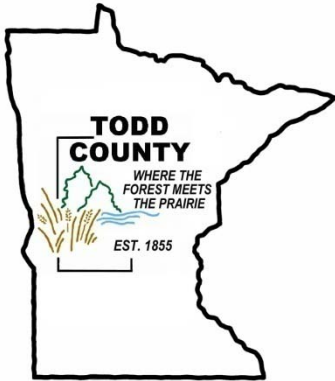
Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Copy Requested: <input type="checkbox"/> BA Form <input type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 20110517-07	

Title (for publication with the Agenda): Consider relationship with ACS and U-Reka Broadband	
Date of Meeting: May 17, 2011	Total time requested: 5 min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Administrator	
Background <input type="checkbox"/> Supporting Documentation enclosed	
The County Board passed a resolution directing administration to begin preparations and investigation on the availability and possibility of deployment of an ultra high speed county wide broadband network. Administration has been working with a small committee and has found potential partners for the feasibility study phase of this project.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Accept and welcome a working relationship with Arvig Communications Systems and U-reka Broadband for the purposes of completing a collaborative feasibility study for deployment of a county wide fiber to the home network. No legal or financial commitment is being made at this time, nor is any commitment to an agreement for potential next steps beyond the feasibility study phase.	
Financial Implications: \$0	Comments
Funding Source: na	
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}	
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Seal	

Todd County, MN Board Action Form



Action Requested	
<input checked="" 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): 201105017-09	

Title (for publication with the Agenda): 2012 Budget - Departmental Reorganization	
Date of Meeting: May 17, 2011	Total time requested: 5 Min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: County Administrator	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Material provided at meeting.	
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

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Seal	