

TODD COUNTY BOARD OF COMMISSIONERS

Regular Board Meeting Agenda

Date: December 30, 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	Approve December 20, 2011 Minutes	
4.2	Approve Commissioner Warrants	
4.3	Approve Auditor Warrants	
4.4	Don & Dave's Store 3.2 Malt Liquor License	
4.5	Appoint Extension Committee Members	
5	Todd Wadena Community Corrections	9:08
5.1	Continue Joint Powers	
5.2	Appoint Advisory Board	
6	Todd County Sheriffs' Department	9:10
6.1	Snowmobile Grant	
	Sheriff Salary	
7	Todd County Planning & Zoning	9:12
7.1	Final Plat - Larry Backlot	
8	Contegrity Group Inc.	9:15
8.1	Update on Construction of Historic Courthouse Renovations	
9	Administration	9:30
9.1	Public Defender Agreement	
9.2	Public Defender Conflict Rate	
9.3	2012 Elected Official Salaries	
9.4	HHS Director Appointment	
9.5	Economic Development Tax Abatement Policy	
9.6	GASB 54 Policy	
9.7	Zayo Contract	
9.8	Transfer funds - E911 to General	
9.9	Transfer funds - Solid Waste to General	
9.10	South Country Health Alliance	
9.11	Administrator Evaluation/Contract	
	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): 20111230-08	

Title (for publication with the Agenda): Approval of December 20, 2011 Minutes	
Date of Meeting: 12/30/11	Total time requested: 1 minute
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Administration	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Attached minutes	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Approve, do not approve, table	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Approval of the December 20, 2011 minutes without changes (with the following changes:)	
Financial Implications: \$na	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

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

Signatures	
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
December 20, 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 20th day of December, 2011 at 9:00 AM. 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 Neumann, the following motion was introduced and adopted by unanimous vote: To approve the agenda as amended with the following changes:

1. Remove the Todd County Ag Society Report
2. To move 10.4 GASB 54 Policy to the December 30, 2011 meeting
3. To move 12.2 Administrator's Employment Contract to the December 30, 2011 meeting

Routine Business

On motion by Ruda and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the November 29, 2011 minutes as read.

On motion by Ruda and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants #29688 - #29883 in the amount of \$184,306.72.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Auditor Warrants #217013 - #217194 in the amount of \$2,413,852.13.

On motion by Ruda and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the 2012 Joint Powers Agreement for Rainbow Rider.

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

GAMBLING PERMIT FOR TODD AREA TRAIL ASSOCIATION

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Todd Area Trail Association, through this resolution.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a one year Gambling Permit for the Todd Area Trail Association, for pull tabs at the Double Eagle Bar & Grille located at 31886 County Rd 3, Eagle Bend, MN, starting December 1, 2011.

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

GAMBLING PERMIT FOR SAUK VALLEY GOBBLERS (NWTF CHAPTER)

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Sauk Valley Gobblers, (NWTF Chapter), through this resolution.

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NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a one day Gambling Permit for the Sauk Valley Gobblers, (NWTF Chapter), for a raffle on February 25, 2012, at the Diamond Point Supper Club located at 12818 Bay View Dr., Sauk Centre MN.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve signing of the Todd County Emergency Operations Plan.

On motion Kneisl and second by Kircher, the following motion was introduced and adopted by majority vote with Ruda voting against: To approve the licensing of the following establishments have met the requirements for tobacco licensing: American Legion Post #417, Long Prairie, MN; Denim and Diamonds Nightclub Inc, Hewitt, MN; Don and Dave's Store, Staples, MN; Eagle Valley Express, Clarissa, MN; Jimmy's Saloon and Grill Inc. Hewitt, MN; Jon's Food Inc. Clarissa, MN; Saukinac Campground, Sauk Centre, MN; Sidewalk Bar and Grill, West Union, MN; Shipwrex on Mound Lake, Burtrum, MN. Tobacco sales licenses are effective January 1, 2012 to December 31, 2012.

Todd County Public Works

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

FINAL PAYMENT AUTHORIZATION - 2011 BOX CULVERT CONSTRUCTION CONTRACT (SAP 077-599-057, SAP 077-623-006, SAP 077-623-007)

WHEREAS, the contract with Landwehr Construction, Inc. for the 2011 Box Culvert Construction Contract located on two sites on County State Highway #23 (Stowe Prairie and Bartlett Townships) and one site on 210th Street (Gordon and Leslie Townships) has in all things been completed, and;

WHEREAS, construction work on this contract was scheduled and completed in 2011 with the value of the total work certified being \$406,479.09, and;

WHEREAS, partial payments amounting to \$386,155.14 have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that \$20,323.95 still remains to be paid to Landwehr Construction, Inc.

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

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

FINAL PAYMENT AUTHORIZATION - 2011 BITUMINOUS PAVEMENT CONTRACT (SAP 077-601-018, SAP 077-604-012, SAP 077-608-007, SAP 077-645-002, SAP 077-646-006, SAP 077-651-004, CP 77-11-01, CP 77-11-02, CP 11:55)

WHEREAS, the contract with Central Specialties, Inc. for the 2011 Bituminous Pavement Contract located on various Todd County Highways has in all things been completed, and;

WHEREAS, construction work on this contract was scheduled and completed in 2011 with the value of the total work certified being \$2,709,847.42, and;

WHEREAS, partial payments amounting to \$2,573,702.87 have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that \$136,144.55 still remains to be paid to Central Specialties, Inc.

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NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners does here accept said completed projects for and in behalf of the County of Todd and authorizes final payment as specified contingent on that Central Specialties, Inc. submits the required IC-134 Forms (Withholding Affidavit for Contractors) for this contract.

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

2012 STATE AID PROJECT AUTHORIZATION TO PREPARE PLANS AND SPECIFICATIONS

WHEREAS, the Todd County Public Works Department Proposed 5-Year Road Plan has identified segments of County State Aid Highways and County Highways which require construction work to be done in the near future in order to maintain, at its current level, the overall highway system of Todd County, and;

WHEREAS, the costs of the proposed work will be paid for with funds available from the County's State Aid Construction Accounts, and;

WHEREAS, the following list of projects have been recommended for inclusion in the 2012 State Aid Construction Program.

County State Aid Highway #7 from Trunk Highway #210 to County State Aid Highway #26
SAP 077-607-009 Bituminous Mill and Overlay with Aggregate Shouldering Project
County State Aid Highway #21 from County State Aid Highway #26 to Trunk Highway #210
SAP 077-621-019 Bituminous Mill and Overlay with Aggregate Shouldering Project
County State Aid Highway #28 from County State Aid Highway #7 to the Morrison County Line
SAP 077-628-005 Bituminous Mill and Overlay with Aggregate Shouldering Project

NOW, THEREFORE BE IT RESOLVED, that the Public Works Department is hereby directed to prepare the necessary plans and specifications for the above noted projects for inclusion in the 2012 State Aid Construction Program.

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

2016 AREA TRANSPORTATION IMPROVEMENT PROGRAM TODD COUNTY PROJECT NOMINATIONS

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

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

WHEREAS, the Todd County Public Works Department recommends that the following projects be submitted and nominated for inclusion in the 2016 Area Transportation Improvement Plan, which is a prioritized list of transportation projects that the Central Minnesota Partnership recommend for inclusion in the State Transportation Improvement Plan (STIP),

County State Aid Highway #10 – from County State Aid Highway #37 to Trunk Highway #11
County State Aid Highway #10 – from County State Aid Highway #11 to Trunk Highway #71
County State Aid Highway #11 – from Trunk Highway #71 to County State Aid Highway #24,

and;

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WHEREAS, these projects are currently included in the 2012 – 2015 Todd County Public Works Department Proposed Road Plan.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby support the recommendation of the Public Works Department for submittal and nomination of the above noted projects and requests said projects be included in the State Fiscal Year 2016 Area Transportation Improvement Plan.

Loren Fellbaum, Public Works Director, gave a presentation on the use of the Thawrox material as a substitute to normal road salt for ice and snow conditions.

On motion by Kircher and second by Ruda, the following motion was introduced and adopted by unanimous vote: To approve the Public Works Department purchase one 2013 Mack Truck from Nuss Equipment of Roseville, Minnesota for \$116,492.28 (tax included) through the Minnesota State Bid Process and Truck Equipment (i.e. box, sander, plow) from Towmaster Inc. of Litchfield, Minnesota for \$85,831.31 (tax included) through the State Bid Process.

Todd County Ditch & Ag Inspector

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

AMENDMENT TO HOLD HARMLESS AGREEMENT FOR DITCH MAINTENANCE – COUNTY DITCH 33 & 2

WHEREAS, Wally Miller and Roy Lee previously submitted a Hold Harmless Agreement requesting to maintain a portion of CD33&2 located on their properties in Reynolds Township, sections 28 and 29. The maintenance is nearly completed and Wally Miller realized that he will need culvert crossings in each of the two laterals to access his fields across the ditch line, and;

WHEREAS, these laterals are located only on Miller's property and there are no upstream culverts. He will be installing 18" culverts for the crossings, and;

WHEREAS, applicant is requesting to amend the previous Hold Harmless Agreement to include installing two 18" culvert crossing on the laterals.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Ditch Authority amends Wally Miller previous Hold Harmless Agreement to maintain a portion of CD 33&2 located on his and Roy Lee's property, to include installing an 18" culvert crossing on each of the two laterals he has maintained.

Todd County Planning & Zoning

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Conditional Use Permit application for James Martin & Lawrence Troyer to construct a 10,000 sq foot facility to be used to manufacture wood furniture and other wood products for wholesale and possible retail sale. Parcel #26-0049700. Use Permit is required for a commercial service located in R-10 Residential Zone District. Property located at Lot 3, Block 1, South Oak View Subdivision, Section 34, Twp 131, Range 33, Ward Township, Todd County.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Rezoning application to change the current zoning described property that is located outside of the shore land zone from Ag/Forestry-1 to Agricultural/Forestry-2. Owners are

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Matthew J Winters 17734 Stearns Line Rd, Sauk Centre, MN 56378. Property located at: All of the SW4 SE4 located outside the shore land district, Section 30, Twp 127, Range 34, Kandota Township, Todd County.

On motion by Kircher and second by Ruda, the following motion was introduced and adopted by unanimous vote: To approve the Conditional Use Permit for Joe Muellner to operate a 750 animal unit (AU) turkey finisher barn. Barn will consist of a 60,000 sq foot (60x1000) building. Use Permit is required for all new feedlots over 499 AU. Parcel #06-0046600. Property located at (157.01 acres) NW4 & pt of SW4 NE4 Desc as: Beg at pt where W line of RR ROW intersects W line of SW4 NE4, N 16 rds, E 10 rds to W line of RR ROW, SW-rly 16 rds to beg, Section 34, Twp 128, Range 32, Burnhamville Township, Todd County.

Todd County Solid Waste

Mike Hanen, Solid Waste Director presented the report on the Todd County Clean-Up Days held October 6 through October 8, 2011. They served 1344 customer for that event.

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

PUBLIC SAFETY INTEROPERABLE COMMUNICATION GRANT FUNDING AVAILABLE

WHEREAS, Todd County is migrating to the 800 Mhz ARMER Radio System, and
WHEREAS, Todd County did not have budget funds to provide funding for all emergency responders and local police departments in Todd County, and;
WHEREAS, Todd County would assist these responders and police departments migrate to the 800 Mhz ARMER radio system, and
WHEREAS, there is Public Safety Interoperable Communication Grant (PSIC) Program Additional Subscriber Radio funding available, which requires a match by the subscribers, and
WHEREAS, Todd County was awarded \$35,118.00 through the (PSIC) grant with a match of \$8780.00.
NOW, THEREFORE BE IT RESOLVED, that Todd County will be the intermediary for the match required of the subscribers;
BE IT FURTHER RESOLVED, that Todd County will submit to the Central Minnesota Regional Radio Board (CMRRB), this resolution to request PSIC Grant funding for emergency responders and police departments in Todd County.

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

AMENDMENT TO CHILD SEXUAL PREDATOR PROGRAM AGREEMENT #3000-1518

WHEREAS, Todd County has entered into an agreement with the State of Minnesota which investigates and combats the exploitation of children through the use of computers and provides funding for equipment, training and expenses, and;
WHEREAS, this agreement expired on August 31st, 2011 and the State of Minnesota extended this agreement to August 31st, 2012 to allow officers additional time to close cases with an additional funding amount of \$1,114.66;

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NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners agree to the amendment of Agreement #3000-1518.

Todd County Administrator

On motion by Ruda and second by Kircher, the following motion was introduced and adopted by majority vote with Neumann voting against: To approve the grant agreement between Todd County and the Minnesota Historical Society in the amount of \$100,000 for the purpose of installing windows in the Todd County Historic Courthouse, and direct the County Administrator to execute the grant agreement and conditions of the grant.

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

RESOLUTION APPROVING AMENDMENT OF THE SOUTH COUNTRY HEALTH ALLIANCE JOINT POWERS AGREEMENT

RESOLVED, by the Commissioners of Todd County, that this county approves the further amendment of the Fifth Amended Joint Powers Agreement of South Country Health Alliance, amending Section 12.1 of that Agreement to allow member counties until March 30, 2012 to give notice to withdraw at the end of 2012, such that Section 12.1 will read as follows:

12.1 Method of Withdrawal

A Member County may withdraw from this Amended Agreement by filing with the Joint Powers Board Chair a written notice of intent to withdraw by December 31, one year prior to the year of withdrawal. The effective date of withdrawal shall be December 31 of the year following the written notice ("Effective Date"). Notwithstanding the foregoing, any county wishing to withdraw effective December 31, 2012, shall have until March 30, 2012, to provide its written notice of withdrawal, effective on December 31, 2012. Upon receipt of the resolution of a withdrawal, the Chair shall send a copy of said resolution to each Member County.

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

A RESOLUTION TO APPROVE 2012 COUNTY LEVY

WHEREAS, the Todd County Board of Commissioners is required to adopt an annual levy and certify it to the County Auditor, and;

WHEREAS, the Todd County Board of Commissioners has had an opportunity to deliberate and discuss the impacts of the annual levy;

NOW THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners hereby approves the following as the 2012 levy for the County of Todd, Minnesota and directs that it be forwarded to the County Auditor

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	Certified Levy	Program Aids	Local Levy
Revenue	6,822,158	1,202,259	5,619,899
Road/Bridge	1,944,717	-	1,944,717
Welfare	3,466,916	-	3,466,916
Public Health	283,424		283,424
Comp Water	5,304	-	5,304
Regional Library	309,385	-	309,385
Bond Debt	415,186	-	415,186
County Fair	20,000	-	20,000
County Parks and Trails	5,000	-	5,000
Total	13,272,090	1,202,259	12,069,831

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

A RESOLUTION TO APPROVE 2012 COUNTY BUDGET

WHEREAS, the Todd County Board of Commissioners is required to adopt an annual budget and certify it to the County Auditor, and;

WHEREAS, the Todd County Board of Commissioners has had an opportunity to deliberate and discuss the operations costs and revenues of the County for Fiscal Year 2012;

NOW THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners hereby approves the following as the 2012 Budget for the County of Todd, Minnesota and directs that it be forwarded to the County Auditor, and also directs implementation of policies and goals as set forth in the attachment o this resolution, hereby adopted by reference.

	2011 BUDGET +/-(-)	2012 OPS BUDGET +/-(-)	2012 CAPITAL BUDGET +/-(-)	2012 TOTAL BUDGET +/-(-)
Revenues				
Taxes	(10,686,248)	(12,079,831)	-	(12,079,831)
Special Assessments	(480,000)	(500,000)	-	(500,000)
Licenses & Permits	(162,900)	(123,550)	-	(123,550)
Intergovernmental	(11,208,743)	(7,362,101)	(12,584,582)	(19,946,683)
Charges for Services	(3,382,366)	(3,262,966)	-	(3,262,966)
Fines & Forfeitures	-	-	-	-
Investment Earnings	(252,825)	(102,000)	-	(102,000)
Gifts & Contributions	(6,000)	(6,000)	-	(6,000)
Miscellaneous	(696,025)	(969,777)	-	(969,777)
Other financing Sources	(416,515)	(108,700)	-	(108,700)
Total Revenues	(27,291,622)	(24,514,925)	(12,584,582)	(37,099,507)
Planned Use of Fund Balance	-	(232,333)	(3,010,000)	(3,242,333)
All Financing Sources	(27,291,622)	(24,747,258)	(15,594,582)	(40,341,840)

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Expenditures (Audit Category)	2011 BUDGET + / (-)	2012 OPS BUDGET + / (-)	2012 CAPITAL BUDGET + / (-)	2012 TOTAL BUDGET + / (-)
General Government	4,741,922	4,654,652	3,010,000	7,664,652
Public Safety	3,838,674	3,697,170	-	3,697,170
Highways and Streets	6,592,564	3,199,717	12,584,582	15,784,299
Sanitation	1,415,000	1,521,364	-	1,521,364
Human Services	7,177,629	7,219,561	-	7,219,561
Health	2,941,717	2,658,631	-	2,658,631
Culture and Recreation	342,950	334,385	-	334,385
Conservation of Natural Resources	632,431	1,228,836	-	1,228,836
Economic Development	83,600	86,000	-	86,000
Interest	72,210	146,942	-	146,942
Total Expenditures	27,838,697	24,747,258	15,594,582	40,341,840

Administrator's Report

Nothing at this time.

Commissioners' Report

Ruda reported that the Board of Water & Soil Resources (BWSR) has awarded 2 grants to Todd County. Soil & Water received a grant for their feed lot inspections and improvements for \$307,000. Planning and Zoning received \$291,000 to continue septic inventory and inspections. Discussion was held regarding WesMN regarding dues. In February WesMN will be meeting again and present a resolution to begin the process of the shut down. Reports were given by the commissioners that attended the AMC Conference.

Closed Session

On motion by Kneisl and second by Kircher, to go into Closed Session for the County Administrator's Evaluation.

On motion by Ruda and second by Kneisl, the Todd County Commissioners' Meeting was re-opened at 12:51 pm.

Adjourn

There being no further business to come before this board, Chairman Blessing recessed the meeting at 12:51 pm until December 30, 2011 at 9:00 a.m. in the Commissioner's Board Room.

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
AMERICAN SOLUTIONS FOR BUSINES	5,450.42
BIG BROWERVILLE TRUCKWASH	3,056.58
CDW GOVERNMENT INC	2,864.21
CENTRA CARE HEALTH SYSTEMS LON	2,051.89
CHAMBERLAIN OIL COMPANY	3,719.05

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FLEET SERVICES DIVISION	5,500.00
GREEN LIGHTS RECYCLING	2,076.91
H & L MESABI	3,832.83
KRIS ENGINEERING	8,089.41
LONG PRAIRIE OIL COMPANY	6,042.49
METRO SALES INC	4,630.49
NORTH AMERICAN SALT	43,989.98
NORTHERN STAR COOP	2,043.44
REGION V DEVELOPMT COMMISSION	3,063.99
SHI CORP	4,379.74
SHIRLEY'S GAS & GROCERIES	2,833.16
STAPLES WORLD	5,557.68
TODD CO MIS DEPT	6,168.50
TRIMAN SYSTEMS INC	4,053.85
WIDSETH SMITH NOLTING INC	11,367.17
PAYMENTS LESS THAN \$2000	53,534.93
FINAL TOTAL.....	\$184,306.72

AUDITOR WARRANTS

VENDOR NAME	AMOUNT
AMERICAN HERITAGE BANK	37,484.03
BROWN AND KRUEGER	18,100.85
BROWN AND KRUEGER TRUST ACCT	526,452.00
COBORNS	3,233.41
COMPUTER PROFESSIONALS	3,638.30
GENE-O'S FAMILY RESTAURANT	2,686.50
LONG PRAIRIE OIL COMPANY	5,921.76
LONG PRAIRIE SANITARY SERVICE	2,450.99
MN DEPT OF FINANCE	6,031.00
MORRISON COUNTY	35,109.16
NORTHERN STAR COOP	4,030.03
PERHAM RESOURCE RECOVERY FACIL	22,353.10
TODD COUNTY DAC	4,433.00
PAYMENTS LESS THAN \$2000	47,840.55
AMERICAN HERITAGE BANK	2,284.00
COMMUNITY FUNDING SOLUTIONS LL	7,000.00
FLEET SERVICES	4,915.70
JOHNSON CONTROLS	6,250.00
NOSKA PLUMBING & HEATING INC	2,155.26
RESOURCE TRAINING AND SOLUTION	167,580.50
GESSELL AUTO SALES & SERVICE	15,909.72
MINNESOTA POWER	9,688.93

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BOLLIG, INC ENGINEERING & ENVI	9,048.00
LONG PRAIRIE OIL COMPANY	28,989.96
JAMES SOULE	5,387.00
WEST GROUP PAYMENT CENTER	3,317.19
WIDSETH SMITH NOLTING INC	5,649.30
WSB AND ASSOCIATES	15,918.14
ZAYO ENTERPRISE NETWORKS	3,244.32
AMERICAN HERITAGE	2,205.66
BNSF RAILWAY CO	2,000.00
CENTERPOINT ENERGY	2,382.71
CONTEGRITY GROUP INC	20,356.86
DOUG'S EXCAVATING INC	5,950.80
DUNCAN CONCRETE INC	68,512.48
ENVIRON-CON, INC	16,036.00
FLEET SERVICES DIVISION	6,004.70
JEROME GETZ CONST LLC	33,622.40
JOHNSON CONTROLS	3,236.65
K.JOHNSON CONST. INC	28,329.00
ROYL MASONRY COMPANY	25,198.75
AMERICAN HERITAGE BANK	28,841.53
CITY OF BERTHA	2,383.21
CITY OF BROWERVILLE	2,271.50
CITY OF CLARISSA	3,810.27
CITY OF EAGLE BEND	5,533.20
CITY OF GREY EAGLE	3,741.09
CITY OF HEWITT	5,087.89
CITY OF LONG PRAIRIE	16,656.31
CITY OF OSAKIS	2,903.80
CITY OF STAPLES	12,818.35
REGION V DEVELOPMT COMMISSION	2,195.92
SAUK RIVER WATER SHED DISTRICT	11,035.19
SCHOOL DISTRICT 213	85,251.89
SCHOOL DISTRICT 2170	49,214.68
SCHOOL DISTRICT 2753	214,479.55
SCHOOL DISTRICT 2759	50,707.84
SCHOOL DISTRICT 486	40,034.42
SCHOOL DISTRICT 740	5,966.10
SCHOOL DISTRICT 743	45,778.20
SCHOOL DISTRICT 786	93,406.38
SCHOOL DISTRICT 787	41,011.81
SCHOOL DISTRICT 789	2,762.90
SCHOOL DISTRICT 818	10,541.74

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TOWN OF BARTLETT	17,787.08
TOWN OF BERTHA	24,566.25
TOWN OF BIRCHDALE	11,732.92
TOWN OF BRUCE	12,558.90
TOWN OF BURLEENE	16,835.23
TOWN OF BURNHAMVILLE	14,763.05
TOWN OF EAGLE VALLEY	20,261.63
TOWN OF FAWN LAKE	9,473.50
TOWN OF GERMANIA	15,852.89
TOWN OF GORDON	10,786.71
TOWN OF GREY EAGLE	10,880.90
TOWN OF HARTFORD	25,258.23
TOWN OF IONA	14,224.39
TOWN OF KANDOTA	5,220.34
TOWN OF LESLIE	13,715.42
TOWN OF LITTLE ELK	7,812.36
TOWN OF LITTLE SAUK	19,802.23
TOWN OF LONG PRAIRIE	14,675.91
TOWN OF MORAN	14,944.14
TOWN OF REYNOLDS	21,212.11
TOWN OF ROUND PRAIRIE	33,512.73
TOWN OF STAPLES	15,900.08
TOWN OF STOWE PRAIRIE	23,744.21
TOWN OF TURTLE CREEK	6,408.02
TOWN OF VILLARD	14,196.09
TOWN OF WARD	15,523.89
TOWN OF WEST UNION	19,781.07
TOWN OF WYKEHAM	25,049.37
FINAL TOTAL.....	\$2,413,852.13

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): 20111230-04	

Title (for publication with the Agenda): Don & Dave's Store Malt Liquor License	
Date of Meeting: December 30, 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	
Application received for a 1 year On and Off 3.2 Malt Liquor License for David Noska at Don & Dave's Store	
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 one year On Sale and Off Sale 3.2 Malt Liquor License for David Noska at Don & Dave's Store starting Jan. 1, 2012	
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

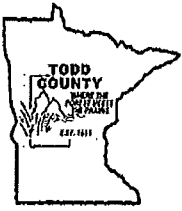


Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Copy Requested: <input checked="" type="checkbox"/> BA Form <input type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 20111230-09	

Title (for publication with the Agenda): Appointment to a Todd County Extension Committee	
Date of Meeting: December 30, 2011	Total time requested: 1 min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Nate	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Appointment to the Todd County Extension Committee	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
To approve application	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

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

Signatures	
STATE OF MINNESOTA } COUNTY OF TODD }	
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Seal	



APPLICATION FOR APPOINTMENT to a TODD COUNTY COMMITTEE

Please return to:
Todd County Administration
347 Central Avenue, Suite 5
Long Prairie, MN 56347
(320) 732-6447
Clerk@co.todd.mn.us

What Committee are you applying for appointment to? *Todd County Extension Committee*

Name: *Amy Allen*

Street Address: *29061 State 27*

City, State, Zip *Long Prairie, MN 56347* Commissioner District

Home Phone: *320-732-3330* Work Phone: *—*

Email: *Amyallen_CPA@yahoo.com* Cell Phone: *320-267-4381*

Please state your reasons for applying to serve on this committee:

- *passion for central rural Minnesota living & creating great environment for small town life.*
- *Desire to expand my community involvement, especially with citizen enhancement areas.*

Please describe any previous experience or qualifications (i.e. employment, education or volunteer) that you feel are relevant to providing service on this committee? (use back of form or attach other sheets if you need more space)

- *Leadership / Business management.*
- *Government Agency & Programs audits.*
- *Budget / Finance / etc. experience*
- *Long Prairie - Tourism Board member & Current V.P.*
- *passion for learning*

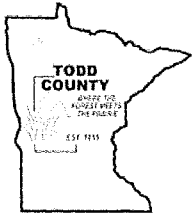
Please provide the name and telephone number of 2 people who would be able to verify your qualifications for this service.
Tanya Levine -
Russ Olson -

The information on this form will be used by the County in determining suitability for the committee appointment you are currently seeking, or may seek in the future. You are not legally required to provide any of the information on this form, however, failure to provide complete, accurate information may result in the County being unable or unwilling to appoint you to a committee. The information on this application which is classified as private data under the Minnesota Government Data Practices Act will not be released outside the County without your consent, except as necessary for tax purposes or otherwise required by state or federal law.

Do you have any special needs which may necessitate accommodation(s) in the application/interview process? If so, please describe the accommodation requested:

Date *11/9/11*

Signature *Amy Allen*



APPLICATION FOR APPOINTMENT to a TODD COUNTY COMMITTEE

Please return to:
Todd County Administration
347 Central Avenue, Suite 5
Long Prairie, MN 56347
(320) 732-6447
Clerk@co.todd.mn.us

What Committee are you applying for appointment to? *Todd Co. Extension*

Name: *Kevin W. Ehnes*

Street Address: *14447 390th St.*

City, State, Zip *Eagle Bend MN 56446* Commissioner District *G. Kueisel*

Home Phone: *218-738-6342* Work Phone:

Email: *Kw ehnes @Midwest info.net* Cell Phone: *218-639-2063*

Please state your reasons for applying to serve on this committee:

I believe in the Extension system and want to see it continue in Todd Co. (process) and to keep agriculture viable in Todd cty.

Please describe any previous experience or qualifications (i.e. employment, education or volunteer) that you feel are relevant to providing service on this committee? (use back of form or attach other sheets if you need more space)

*Resident of Todd Co. 52 yrs.
Served on Board of Directors for area COOPS
Self Employed - Farming and Custom *Eagle Valley oil - Clarissa*
Church Boards and Committees *Central ag - E. Bend*
*(Work member Todd Co Farmers Union) Clarissa**

Please provide the name and telephone number of 2 people who would be able to verify your qualifications for this service.

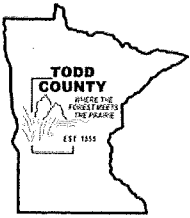
*Lauren Schroeder Ph # *330-757-3022*
C 330-770-4864
Pastor Gerry Vucketch *office 218-756-3790*
*C 218-316-0772**

The information on this form will be used by the County in determining suitability for the committee appointment you are currently seeking, or may seek in the future. You are not legally required to provide any of the information on this form, however, failure to provide complete, accurate information may result in the County being unable or unwilling to appoint you to a committee. The information on this application which is classified as private data under the Minnesota Government Data Practices Act will not be released outside the County without your consent, except as necessary for tax purposes or otherwise required by state or federal law.

Do you have any special needs which may necessitate accommodation(s) in the application/interview process? If so, please describe the accommodation requested:

Date *Nov. 7 - 2011*

Signature *Kevin W. Ehnes*



APPLICATION FOR APPOINTMENT to a TODD COUNTY COMMITTEE

Please return to:
Todd County Administration
347 Central Avenue, Suite 5
Long Prairie, MN 56347
(320) 732-6447
Clerk@co.todd.mn.us

What Committee are you applying for appointment to? Todd Co Extension Committee

Name: Cheryl Tynell

Street Address: 31684 277th Ave

City, State, Zip Browerville, MN 56438

Commissioner District Kirchner

Home Phone: 320-594-6205

Work Phone:

Email: ckkerest@twecwb.com

Cell Phone: 320-232-9061

Please state your reasons for applying to serve on this committee:

I have been a resident of Todd Co for 37 yrs and I feel as a citizen of this county I want to make this the best county to live in, to provide education opportunities for all of the residents, no matter their ages, to have the best available staff & resources for our residents.

Please describe any previous experience or qualifications (i.e. employment, education or volunteer) that you feel are relevant to providing service on this committee? (use back of form or attach other sheets if you need more space)

I am a 4H leader and have been for over 20yrs, I am on the Home Ec Advisory Committee and have served as its chairperson. I am a member of The Friendly 4 Corners Homemakers Group. I am a RN, currently work in a Behavioral/Mental Health Unit - (Mental Health issues are very prominent in our 55yr old + older population) over

Please provide the name and telephone number of 2 people who would be able to verify your qualifications for this service.

Marcia Woeste 732-2394
Sandy Paskevitz 218-894 3840

The information on this form will be used by the County in determining suitability for the committee appointment you are currently seeking, or may seek in the future. You are not legally required to provide any of the information on this form, however, failure to provide complete, accurate information may result in the County being unable or unwilling to appoint you to a committee. The information on this application which is classified as private data under the Minnesota Government Data Practices Act will not be released outside the County without your consent, except as necessary for tax purposes or otherwise required by state or federal law.

Do you have any special needs which may necessitate accommodation(s) in the application/interview process? If so, please describe the accommodation requested:

Date 11/9/11

Signature Cheryl Tynell

RECEIVED
NOV 14 2011

Rev 10/11

ADMINISTRATION

I have one abatement that will need County Board Approval so will need to be added to the agenda.

Nate will make presentation. The abatement is for:

Parcel number 35-0015300 (Hewitt City)

Diana L. Lewis

Reason for abatement: Veteran exclusion was removed in error; re-instate veteran exclusion for 2010 assessment payable 2011 & 2011 assessment payable 2012

Chuck Pelzer, County Assessor

Todd County Assessor's Office

chuck.pelzer@co.todd.mn.us

320-732-4430 Phone

320-732-4001 Fax

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
Copy Requested: <input type="checkbox"/> BA Form <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Signed Attachments Board Action Tracking Number (Admin use): 20111230-03	

Title (for publication with the Agenda): Todd Wadena Community Corrections	
Date of Meeting: December 30, 2011	Total time requested: 1 Min
Department Requesting Action: Community Corrections	
Presenting Board Action/Discussion at Meeting: Community Corrections Executive Director	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
See Resolutions	
1. Continue Joint Powers	
2. Appoint Executive Committee	
3. Appoint Advisory Committee	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Approve resolutions	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

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

Signatures	
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 TO CONTINUE JOINT POWERS FOR COMMUNITY CORRECTIONS

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

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

WHEREAS, the Todd and Wadena Counties Boards of Commissioners met and reviewed the 2012-2013 Community Corrections Comprehensive Plan and 2012 Budget on November 3, 2011;

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

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): 20111230-02	

Title (for publication with the Agenda): Community Corrections Committee Appointments	
Date of Meeting:December 30, 2011	Total time requested:5 Min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Kathy Langer	
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:	
Financial Implications: \$none	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

A RESOLUTION ESTABLISHING ADVISORY BOARD APPOINTMENTS

WHEREAS, The Todd County Board of Commissioners and the Wadena County Board of Commissioners, on November 3, 2011, reviewed the 2012-2013 Comprehensive Community Corrections Plan and 2012 Budget for Todd and Wadena Community Corrections and;

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

THEREFORE, IT IS RESOLVED that the members of the Executive Committee are appointed as follows:

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

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

IN TESTIMONY WHEREOF THE TODD COUNTY BOARD OF COMMISSIONERS has caused this resolution to be adopted this _____ day of _____, _____.

ATTEST:

TODD COUNTY BOARD OF COMMISSIONERS

By _____

Todd County Administrator

Chairperson

TODD COUNTY BOARD OF COMMISSIONERS

IN TESTIMONY WHEREOF THE WADENA COUNTY BOARD OF COMMISSIONERS has caused this resolution to be adopted this _____ day of _____,

ATTEST:

WADENA COUNTY BOARD OF COMMISSIONERS

By _____

Wadena County Auditor

Chairperson

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): 20111230-06	

Title (for publication with the Agenda): Snowmobile Safety Enforcement Grant	
Date of Meeting: December 30, 2011	Total time requested: 5 minutes
Department Requesting Action: Todd County Sheriff's Office	
Presenting Board Action/Discussion at Meeting: Accept Snowmobile Safety Enforcement Grant for Fiscal Year 2012.	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Options <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Grants to be signed.	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
To accept the Snowmobile Safety Enforcement Grant for the Fiscal Year of 2012.	
Financial Implications: \$8,650.00	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 }	
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Seal	

TODD COUNTY BOARD OF COMMISSIONERS

SNOWMOBILE SAFETY ENFORCEMENT GRANT

WHEREAS, the Todd County Sheriff's Office has been awarded a Snowmobile Safety Enforcement Grant in the amount of \$8,650.00 to begin December 15th 2011 and continue to June 30, 2013, and;

WHEREAS, this grant will benefit the safety of the Todd County citizens and the Todd County Sheriff's Office for snowmobile safety enforcement.

THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners accept this grant and authorize Todd County Sheriff Peter Mikkelson to implement and manage the grant.

Todd County, MN Board Action Form



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

Title (for publication with the Agenda): Review 2012 Sheriff Salary	
Date of Meeting: Dec 30, 2011	Total time requested: 5 min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Administrator	
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: \$78000	Comments
Funding Source: Levy/Other	
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 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):	

Title (for publication with the Agenda): Final Plat of "Larry Backlot"	
Date of Meeting: December 30, 2011	Total time requested: 5 minutes
Department Requesting Action: Planning & Zoning (ELRM)	
Presenting Board Action/Discussion at Meeting: Garry Johanson, Director	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Conditional Use permit/Preliminary Plat for the residential subdivision known as "Larry Backlot" consisting of 3.42 acres divided into two lots was approved July 19, 2011 with wording of sights, sounds and smells wording added to the recorded document	
Options <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Approval of Final Plat presented	
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 }	
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Seal	

TODD COUNTY BOARD OF COMMISSIONERS

FINAL PLAT APPROVAL – “LARRY BACK LOT”

WHEREAS, Developer Scott & Jennifer Gove and Owners Mark & Peggy Ann Berg have applied to subdivide property in Section 2, Grey Eagle Township, Todd County, and;

WHEREAS, Plat name is “Larry Back Lot” consisting of Lot 1 and 2, Block One. This property is currently zoned Lakeshore Residential – Mound lake which is designated for residential development; and;

WHEREAS, Applicants appeared before the Todd County Planning Commission at a public hearing on July 7, 2011 where this preliminary plat known as “Larry Back lot” was recommended for approval with the condition that all owners and potential new owners are aware that this area is located next to agricultural zoned land and consequently there will be from time to time noise, sights, and sounds associated with the operation of farming. No lot owner shall bring action of Law, against any farming operation because of such farming activities, as long as such farming activity complies with state and federal regulations and Todd County Ordinances, and;

WHEREAS, On July 19, 2011 the Todd County Board of Commissioners approved said conditional use permit for platting to go forward and be completed;

WHEREAS, the Todd County Environment & Land Resource Management Office has completed the necessary plat review and find that all items required for final approval have been completed.

NOW, THEREFORE BE IT RESOLVED, the final plat of “Larry Back Lot” be approved as presented.

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20111230-13	

Title (for publication with the Agenda): Public Defender Contract	
Date of Meeting:December 30, 2011	Total time requested:1 min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Administrator	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
See Resolution - Recommend authorizing contract with Peters and Churchwell, Long Prairie, MN.	
Options <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Approve Resolution	
Financial Implications: \$up to 55k	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 }	
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Seal	

TODD COUNTY BOARD OF COMMISSIONERS

A RESOLUTION APPROVING A CONTRACT FOR MANDATED PUBLIC DEFENDER SERVICES

WHEREAS, Todd County is required to establish a Public Defender system to provide representation to those person entitled to have court appointed assistance of an attorney in matters that are not covered under the State's Public Defender system including juvenile rights, civil commitments, guardianship, conservatorship, paternity, and child support contempt; and

WHEREAS, Todd County has previously contracted with the Peters & Churchwell office for these services and it is necessary to review said contract for 2012.

THEREFORE BE IT RESOLVED, Todd County hereby approves the contract for legal services for 2012 as provided in said contract, incorporated to this resolution as Attachment A.

Contract for Legal Services
Todd County Public Defender System

This agreement is made and entered into by and between Todd County (County) and Peters & Churchwell, P.A. (Firm).

WHEREAS, the County has adopted a County Public Defender System for Todd County to provide legal services for indigent individuals in statutorily mandated cases which are not otherwise served by the State Public Defender System; and

WHEREAS, the Firm is composed of individuals duly licensed to practice law within the State of Minnesota with the requisite experience and knowledge to provide the required legal services.

NOW, THEREFORE, in consideration of the fee paid by County to Firm and the mutual covenants expressed herein, the parties agree as follows:

1. Term. The term of this agreement shall be from January 1, 2012, to and including December 31, 2012.
2. Personnel. The Firm shall provide the professional services of attorney for county public defender cases under the terms of this agreement.

The Firm further agrees that in the event the Firm is unable to serve as public defender in a specific case, due to a contingency such as illness or conflict of interest, replacement attorneys may be appointed by the presiding Judge, and such replacement attorneys shall be compensated separate and apart from this contract. Firm shall not be responsible for payment to any replacement or conflict attorney.

3. Administration and Support. The Firm shall provide:
 - A. All general administration services, including all administrative scheduling of attorneys' court appearances needed to ensure the orderly and timely provision of the legal services herein. Administration and scheduling shall be made and coordinated exclusively through the law firm of Peters & Churchwell, PA.
 - B. Office facilities adequate to perform all legal services hereunder.
 - C. All necessary stationery, office supplies, and office equipment including but not limited to, duplicating equipment, typewriters, and telephones.
 - D. Such library and reference materials as the Firm deems necessary.
4. Time Required. The Firm shall provide the County with sufficient hours or attorneys' work per week to perform the services required under this contract.

5. **Scope of Services and Compensation.** Unless prohibited by a conflict of interest, the Firm shall provide legal representation to duly qualified individuals for which court appointment has been made, and shall be compensated by County, in accordance with the following schedule:

Tier I: Firm shall represent individuals at all stages of paternity proceedings, including resolution of child custody issues that are addressed at the same time as adjudication of parentage; contempt proceedings for non-payment of child support; all non SDP/SPP commitment proceedings, including *Jarvis* hearings and court reviews; Wards in guardianship and conservatorship proceedings; and shall serve as Juvenile Advisory counsel to those juveniles who do not qualify for representation by a Minnesota State Public Defender.

- A. Firm shall be compensated the sum of \$16,500 for the period running from January 1, 2012, to December 31, 2012. One twelfth of the total amount shall be paid the first of every month, by check or warrant payable to Peters & Churchwell, PA.
- i. Firm shall be reimbursed for internal expenses.
 - ii. Firm shall be reimbursed for external expenses.

Tier II: Firm shall represent individuals in SPP/SDP commitment proceedings through and including intermediate and final commitment (60 day) hearings; but, excluding any post-commitment proceedings including court review hearings, SRB hearings, and appeals to an appellate court or other reviewing authority. As to post-commitment proceedings, these shall be deemed a Tier III service.

- B. Firm shall be compensated the sum of \$8,500 per SPP/SDP case, regardless of disposition of case. The fee shall include all of the Firm's internal expenses. The fee shall be paid to Firm within 30 days of appointment to represent the individual.
- i. Firm shall not be reimbursed for internal expenses.
 - ii. Firm shall be reimbursed for external expenses.

Tier III: Firm shall represent non-custodial parent(s) in child protection proceedings including CHIPS, Permanent Placement, and Termination of Parental Rights cases; juveniles under age 10 in child protection proceedings; and individuals in all appeals, of any type or arising out of any type of case, to an appellate court or other reviewing authority either directly arising out of representation at the District Court level, or pursuant to appointment by the District Court.

A. Firm shall be compensated at the rate of \$85 per hour for attorney time. Firm shall bill County on a monthly basis.

- i. Firm shall be reimbursed for internal expenses.
- ii. Firm shall be reimbursed for external expenses.

6. Expenses. For purposes of this Agreement, the following definitions regarding expenses shall govern.

Internal Expense: Shall refer to those expenses which typically arise within the Firm's normal operation of business, and shall include, but are not limited to: telephone charges, postage, fax charges, copying costs (including copying on behalf of clients), and staff charges.

External Expense: Shall refer to those expenses which typically arise outside of the Firm's normal operation of business, and shall include, but are not limited to: filing fees, expenses associated with all witnesses, expert witness fees, shipping (FedEx/UPS), costs of subpoena, transcript fees, printing and binding costs, fees charged by third parties for retrieval and copying of documents, and mileage.

All expenses reimbursed by County shall be submitted by Firm in an acceptable billing format to County and shall be reimbursed within 30 days of submission. Mileage shall be reimbursed at the Federal Mileage Rate in effect at the time of transport.

7. Other Provisions. The Parties agree and understand that:

- A. Any alterations, amendments, deletions, or waivers of the provisions of this agreement shall be valid only when reduced to writing and duly signed by the parties.
- B. No claim for services furnished by the Firm not specifically provided for in this agreement, will be honored by the County, unless (i) such service has been specifically ordered by one of the Todd County Judges, and (ii) such service, as ordered, is clearly outside the scope of the services specified by the terms of this agreement.
- C. The Firm is employed hereunder as an independent contractor, and neither the attorney nor his employees acquire any tenure rights, nor any rights or benefits under the County's personnel program covering medical and hospital care, sick pay, vacation pay, severance pay, or retirement benefits.
- D. The Firm agrees to defend, indemnify, and hold harmless Todd County, its commissioners, employees, agents and assignees, against any and all claims, losses, damages, or lawsuits for damages from, or relating to, the pursuit or provision of services hereunder by the Firm.

- E. The Todd County Commissioners Affirmative Action Policy and Equal Employment Opportunity policies shall apply to this contract, and are incorporated herein by reference and made a part hereof.
- F. This agreement may be terminated by either party upon sixty days written notice delivered by United States mail or in person. If mail, the notice shall be deemed received three days after mailing. Payments shall be made to Peters & Churchwell, PA, for services satisfactorily performed prior to termination. In no event shall compensation exceed the monthly rate times the number of months of satisfactory service, plus other costs and fees provided for herein reasonably incurred prior to termination.
- G. Upon agreement of the parties, this contract may be extended for additional terms of one year each, with the contract dollar amount to be negotiated by the parties, but not, in any event, to exceed an increase of 10 percent per annum.
- H. It is understood and agreed that the entire agreement of the parties is contained herein, and that this agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the Firm and the County relating to the subject matter hereof.
- I. In the event of any disagreement between the parties or any person claiming under them in relation to this agreement, such disagreement shall be resolved under and pursuant to the Uniform Arbitration Act, Minnesota Statutes, Chapter 572.

IN WITNESS WHEREOF, the parties have hereunto set their hands on the dates below:

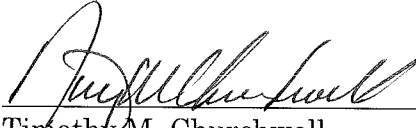
APPROVED BY TODD COUNTY

Dated: December ____, 2012.

Nathan Burkett, County Administrator

APPROVED BY PETERS & CHURCHWELL, P.A.

Dated: December 28, 2012.



Timothy M. Churchwell

APPROVED BY THE BOARD OF COMMISSIONERS OF TODD COUNTY

Dated: December ____, 2012

Todd County, MN Board Action Form



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

Title (for publication with the Agenda): Review 2012 Elected Salaries	
Date of Meeting: Dec 30, 2011	Total time requested: 5 min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Administrator	
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: \$219727	Comments
Funding Source: Levy/Other	
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
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TODD COUNTY BOARD OF COMMISSIONERS

ADOPTING 2012 ELECTED OFFICIAL COMPENSATION SCHEDULES

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and Board members, and;

WHEREAS, the County Board has in previous years approved compensation agreements with the Todd County Attorney, Todd County Auditor/Treasurer, and Todd County Recorder.

NOW THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners affirms the agreements reached previously with the following elected officials:

1. County Auditor/Treasurer – \$68,021.57 (freeze)
2. County Attorney – \$87,600.48 (freeze)
3. County Recorder – \$64,104.01 (freeze)

BE IT FURTHER RESOLVED, that the County Board approves salaries for the elected row officers in accordance with the pay scales adopted by the County Board for non-union staff between the years of 2012 – 2013.

TODD COUNTY BOARD OF COMMISSIONERS

ADOPTING 2011 ELECTED OFFICIAL COMPENSATION SCHEDULES

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and Board members, and;

WHEREAS, the County Board has in previous years approved compensation agreements with the Todd County Attorney, Todd County Auditor/Treasurer, Todd County Recorder and Todd County Sheriff.

NOW THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners affirms the agreements reached previously with the following elected officials:

1. County Auditor/Treasurer – \$68,021.57 (freeze)
2. County Attorney – \$87,600.48 (freeze)
3. County Recorder – \$64,104.01 (freeze)
4. County Sheriff – \$73,468.71 (-2%)

BE IT FURTHER RESOLVED, that the County Board approves salaries for the elected row officers in accordance with the pay scales adopted by the County Board for non-union staff between the years of 2011 – 2013, with the exception of the County Sheriff who shall be eligible for the same terms as the agreement between the County Board and the Law Enforcement Labor Services bargaining unit contract.

Todd County, MN Board Action Form



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

Title (for publication with the Agenda): Adopt Commissioner Salaries	
Date of Meeting: Dec 30, 2011	Total time requested: 5 min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Administrator	
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:	
Pass provided resolution	
Financial Implications: \$96,685	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	

TODD COUNTY BOARD OF COMMISSIONERS

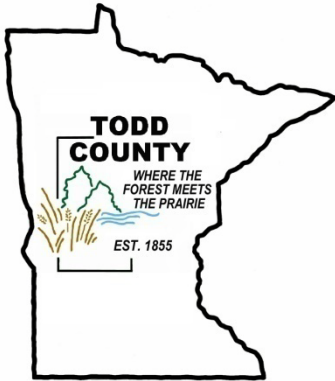
A RESOLUTION ADOPTING 2012 COMMISSIONER COMPENSATION SCHEDULES

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and Board members, and;

WHEREAS, the Todd County Board of Commissioners feels as though it is important to make a statement of fiscal restraint with regards to compensation.

NOW THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners authorizes no change in pay for the County Board in 2012 and sets the County Board salary at \$19,097 per Commissioner, with a \$1,200 adjustment for the Board Chair, and authorizes no increase in County Board per-diem. The mileage to be reimbursed for the use of personal vehicle for the year 2012 is the federal rate of fifty cents (\$0.555) per mile.

Todd County, MN Board Action Form



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

Title (for publication with the Agenda): Health & Human Resource Director Position	
Date of Meeting:December 30, 2011	Total time requested:
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Administration	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Recruitment has been completed with the recommendation to appoint Cheryl Schneider, Public Health Director, to the Health and Humans Services Division Director position effective January 1, 2012 on Grade 26, Step 8 with an annual salary of \$86,446.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

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

Signatures
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): 20111230-07	

Title (for publication with the Agenda): Tax Abatement Policy Approval	
Date of Meeting: 12/30/2011	Total time requested: 5 minutes
Department Requesting Action: Todd County Development Corporation	
Presenting Board Action/Discussion at Meeting:	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Tax Abatement Policy reviewed at May work session	
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 Tax abatement policy	
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

A RESOLUTION ESTABLISHING POLICY GUIDING THE ADMINISTRATION AND ADOPTION OF ECONOMIC DEVELOPMENT TAX ABATEMENTS

WHEREAS, The Todd County Board of Commissioners is granted the authority to utilize tax abatement as an economic development tool by MN Statutes 469.1812 - 1815, and;

WHEREAS, The Todd County Board of Commissioners wants for the application and assessment process for tax abatements to be orderly and equitable.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners adopts the following policy:

Purpose:

The purpose of this policy is to establish Todd County's position relating to the use of Economic Development Abatements for private development in accordance with Minnesota Statutes 469.1812 - 1815. This policy shall be used as a guide in processing and reviewing applications requesting assistance. The fundamental purpose of Economic Development Abatements in Todd County is to encourage desirable development and/or redevelopment that would not otherwise occur "but for" the assistance provided.

The County shall consider Economic Development Abatements for projects that serve to accomplish the County's goals for economic development as they may change over time. The goals include facilitating projects that would result in the creation of quality jobs (e.g. stable employment, wages with benefits) and the attraction, retention, and expansion of business and housing options in the County.

Todd County is granted the power to utilize Economic Development Abatements by Minnesota Statutes. It is the intent of the County to provide the minimum amount of assistance, at the shortest term required for the project to proceed. The County reserves the right to approve or reject projects on a case by case basis, taking into consideration established policies, project criteria, and demand on county services in relation to the potential benefits from the project. Meeting policy criteria does not guarantee the award of assistance to the project. Approval or denial of one project is not intended to set precedent for approval or denial of another project.

1. Restrictions and Requirements.

- a. Before Economic Development Abatement is considered for any project or property, it and all of the owners must be in compliance with all Todd County ordinances, tax payments, or any other legal or financial obligations to Todd County. In addition, Todd County can review the status of other properties owned by the owners outside of Todd County.
- b. The benefits to the County must be at least equal to the costs of the Economic Development Abatements.
- c. The County Board must also find that the Economic Development Abatement action is in the public interest because the tax abatement will meet at least one of the following criteria:

TODD COUNTY BOARD OF COMMISSIONERS

- i. Increase or preserve tax base
 - ii. Provide employment opportunities in the county
 - iii. Provide, acquire, or construct public facilities
 - iv. Redevelop or renew blighted areas, or
 - v. Provide access to services for county residents
 - d. Preference will be given to manufacturing, distribution or value added business or to a business providing services to these types of businesses. Generally, establishments which will be engaged in the retail sales of merchandise to the public will not be considered for economic development tax abatements unless they provide substantial opportunities for quality employment and economic development.
 - e. In any given year, the total amount of property taxes abated by Todd County for economic development may not exceed the limit determined by the Todd County Board. This amount can be no more than that allowed by Statute.
 - f. The County shall limit the amount of individual abatements in accordance with the benefits of the project.
 - g. Although the statute allows the County to issue bonds to fund approved Economic Development Abatements, Todd County will not issues bonds for this purpose unless the bonds relate to County initiated projects on County property.
 - h. The County Board may set reporting requirements and restrictions upon a project.
 - i. The County Board may choose to approve a subsidy contingent upon certain performance factors which will be agreed upon prior to the approval of a subsidy.
2. **Criteria.** The following points will be considered by the County Board in determining whether or not an Economic Development Subsidy will be approved:
 - a. Equal consideration will be given to both existing business expansion and new businesses locating in the county.
 - b. The extent that the use of Economic Development Abatements would create an unfair and significant competitive financial advantage over existing projects in the area.
 - c. The extent that the developer is able to demonstrate a market demand for a proposed project.
 - d. Economic Development Abatements will not be used in circumstances where land and/or property price is in excess of fair market value.
 - e. The extent to which the project increases county costs for road construction, traffic control, law enforcement, human services and other budgetary items.
 - f. The extent to which other levels of local government are in support of the project.
 - g. The County Board shall, prior to their consideration, receive a resolution from all other taxing jurisdictions from which the applicant intends to seek Economic Development Abatement funds to determine how these entities will be providing Economic Development abatements for the project.
 - h. The nature and type of the new development.
 - i. Redevelops area that has experienced blight or contamination as described in M.S. 469.174, Subd. 10, 10a, 16; and/or Brownfields remediation and environmental cleanup. For this purpose, the term “brownfields” is defined as abandoned, idled or under-used

TODD COUNTY BOARD OF COMMISSIONERS

- industrial or commercial facilities where expansion or redevelopment is complicated by real or perceived environmental contamination.
- j. If the Economic Development Abatements will be used to facilitate the relocation of commercial or industrial enterprises within the County, the effects of the relocation on the former neighborhood will be considered and analyzed.
 - k. The proposal must include property identification numbers or legal descriptions and must be an existing parcel of record.
 - l. The extent, to which the project adds to, diversifies or preserves the county's net commercial, industrial or general tax base.
 - m. The project must be consistent with the County's Comprehensive Plan and Zoning Ordinance.
 - n. The extent that Economic Development Abatements will result in development on sites which would not otherwise be developed.
 - o. The developer shall demonstrate that the project is not financially feasible but-for the use of Economic Development abatements. This requirement must include Economic Development abatements and all other Sources of Funds from other government jurisdictions, private sector and non-profit organizations.
3. **Procedure.** The following procedure will be used to gain approval of the County Board for an Economic Development Abatement. Nothing in this procedure guideline should be taken to limit the ability of a developer to apply with other jurisdictions or to work with other organizations to create an appropriate application.
- a. The developer will submit a completed application with any requested information to the Todd County Development Corporation (TCDC), along with a base application fee of \$500.00. (Fee is non-refundable and split evenly between the County and TCDC)
 - b. TCDC staff and County staff will review the application. Staff may request additional data, work with other agencies or jurisdictions, request input from other departments as deemed necessary to make thorough review of said application.
 - c. Once a completed application has been reviewed by staff, the TCDC Board will review the application and make a recommendation to the County Board including amounts, duration, reporting requirements and restrictions.
 - d. If approved by the TCDC Board, County staff will make appropriate public notice and schedule a public hearing in accordance with Minnesota Statutes 469.1813 subd 5.
 - e. The County Board grants final approval or denial of the proposal.

Todd County, MN Board Action Form



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

Title (for publication with the Agenda): Adopt GASB 54 Policy	
Date of Meeting: Dec 30, 2011	Total time requested: 5 min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Administrator	
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

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

A RESOLUTION ESTABLISHING A FINANCIAL POLICY TO COMPLY WITH THE GOVERNMENT ACCOUNTING STANDARDS BOARD STATEMENT 54

WHEREAS, the Governmental Accounting Standards Board ("GASB") has adopted Statement 54 ("GASB 54"), a new standard for governmental fund balance reporting and governmental fund type definitions that became effective in governmental fiscal years starting after June 15, 2010, and;

WHEREAS, Todd County ("the County") elects to implement GASB 54 requirements, and to apply such requirements to its financial statements beginning with the current (December 31, 2011) fiscal year.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners Adopts the following policy:

Purpose:

To provide a stable financial environment for Todd County's operations that allows the County to provide quality services to its residents in a fiscally responsible manner designed to keep services and taxes as consistent as possible over time. This fund balance policy is meant to serve as the framework upon which consistent operations may be built and sustained.

1. Todd County recognizes the following classifications of fund balance:
 - a. **Non-spendable Fund balance** includes amounts not in spendable form, such as inventory, or amounts required to be maintained intact legally or contractually (principal endowment) (e.g, inventory, pre-paid items, permanent scholarships).
 - b. **Restricted Fund Balance** includes amounts constrained for a specific purpose by external parties (e.g. Debt Service, Capital Projects, State and Federal Grant Funds).
 - c. **Committed Fund Balance** includes amounts constrained for a specific purpose by a government using its highest level of decision making authority. The board resolution establishing the commitment must occur prior to year end however the final amounts can be determined subsequent to year end.
 - d. **Assigned Fund Balance** includes general fund amounts constrained for a specific purpose by a governing board (or it can be constrained by an official that has been delegated authority to assign amounts by the county board).
 - e. **Unassigned Fund Balance** is the residual classification for the general fund.
2. The County's Unassigned General Fund Balance will be maintained to provide the County with sufficient working capital and a margin of safety to address local and regional emergencies without borrowing. The Unassigned General Fund Balance may only be appropriated by resolution of the County Board.
3. Fund Balance of the County may be committed for a specific source by formal action of the Todd County Board. Amendments or modifications of the committed fund balance must also be approved by formal action of the Todd County Board.

TODD COUNTY BOARD OF COMMISSIONERS

4. When it is appropriate for fund balance to be assigned, the Board delegates authority to the County Auditor/Treasurer, upon approval of the County Administrator.
5. In circumstances where an expenditure is to be made for a purpose for which amounts are available in multiple fund balance classifications, the order in which resources will be expended is as follows: restricted fund balance, followed by committed fund balance, assigned fund balance, and lastly, unassigned fund balance.
6. Implementation:
 - a. Fund balances shall be reported annually on the County's financial statements in accordance with applicable laws.
 - b. All non-spendable fund balances shall first be identified and reported (as required and in accordance with GASB #54), then;
 - c. All restricted fund balances shall be identified and reported (as required and in accordance with GASB #54), then;
 - d. All committed fund balances shall be identified and reported (in accordance with GASB #54),
 - i. For special revenue funds, the county board's policy is to report any fund balance remaining after non-spendable or restricted have been identified is to report the remaining fund balance as committed for the applicable funds' purpose, then;
 - e. In the General Fund, assigned fund balance shall be identified and reported as prepared by the Auditor-Treasurer and approved by the Administrator.
 - f. All remaining fund balances shall be identified as unassigned. The General Fund is the only fund that is permitted by GASB #54 to report positive unassigned fund balance and all other funds are only permitted by GASB #54 to report negative unassigned fund balance if the circumstances dictate.

Todd County, MN Board Action Form



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

Title (for publication with the Agenda): Approve Zayo Contract	
Date of Meeting: Dec 30, 2011	Total time requested: 5 min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Administrator	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

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

Signatures 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
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Todd County, MN Board Action Form



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

Title (for publication with the Agenda): Transfer of Funds - E911 to General	
Date of Meeting: Dec 30, 2011	Total time requested: 5 min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Administrator	
Background <input type="checkbox"/> Supporting Documentation enclosed	
in passing the 2011 budget the County Board authorized partial funding of the GIS department with E911 funds.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
approve	
do not approve	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
approve transfer of \$20,000 from the E911 fund to the General fund for the qualified purposes of financing geographic information systems support for the 911 system.	
Financial Implications: \$20000	Comments
Funding Source: e911	
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
Board Action Tracking Number (Admin use):	

Title (for publication with the Agenda): Transfer of Funds - Solid Waste to General	
Date of Meeting: Dec 30, 2011	Total time requested: 5 min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Administrator	
Background <input type="checkbox"/> Supporting Documentation enclosed	
in passing the 2011 budget the County Board authorized funding of overhead services (administration, finance, hr) by the Solid Waste fund	
Options <input type="checkbox"/> Supporting Documentation enclosed	
approve	
do not approve	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
approve transfer of \$30,000 from the Solid Waste fund to the General fund for the qualified purposes of providing overhead support to the Solid Waste Department.	
Financial Implications: \$30000	Comments
Funding Source: SW Revenues	
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 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):	

Title (for publication with the Agenda): Consider withdrawal - South Country Health Alliance	
Date of Meeting: Dec 30, 2011	Total time requested: 5 min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Administrator	
Background <input type="checkbox"/> Supporting Documentation enclosed see attached	
Options <input type="checkbox"/> Supporting Documentation enclosed approve do not approve	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: Sunk	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

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

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Seal	

TODD COUNTY BOARD OF COMMISSIONERS

A RESOLUTION WITHDRAWING FROM SOUTH COUNTRY HEALTH ALLIANCE

WHEREAS, Todd County is currently a member of the South Country Health Alliance (“SCHA”) created to implement and operate County Based Purchasing for General Assistance Medical Care, Medical Assistance, and other health care services, and,

WHEREAS, a Joint Powers Agreement was made under the authority of Minnesota Statutes 471.59, by and between the governmental units (“Member Counties”) including Todd County, and,

WHEREAS, the referenced Joint Powers Agreement includes a method of withdrawal.

NOW THEREFORE, BE IT RESOLVED:

1. That the Todd County Board of Commissioners hereby provides notice of Todd County’s intent to withdraw from the South Country Health Alliance effective December 31, 2012.
2. That pursuant to Resolution 36-06 Establishing Todd County as a SCHA Guarantee Organization, notice is hereby given that effective December 31, 2012 that said resolution becomes null, void and of no force or effect.
3. That this resolution is in effect upon its adoption.

Todd County, MN Board Action Form



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

Title (for publication with the Agenda): Finalize Administrator eval and negotiate contract	
Date of Meeting: Dec 30, 2011	Total time requested: 5 min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Administrator	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed see attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$0	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 }
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Seal

ADDENDUM A TO EMPLOYMENT AGREEMENT

WHEREAS, The Todd County Board of Commissioners (Employer) and Nathan Burkett (Employee) are in agreement to the following amendments to the employment agreement of September 2, 2008.

NOW THEREFORE BE IT RESOLVED, that the following sections be amended in to the employment agreement:

~~13(a). **Termination Benefits.** If Employee resigns following a formal suggestion by Employer that he resign, then Employee may, at his option, be deemed to be "terminated" on the effective date of Employee's resignation and the Employee shall also be entitled to receive the termination benefits set forth above.~~

14 (a). **Term.** This agreement and its amendments shall remain in effect until September 30, 2016. The employer shall provide notice to the employee of their intent to allow this agreement to end by non-renewal no later than February 1, 2016.

16. **Intellectual property.** Intellectual property developed by the Employee outside of Employee's employment with the County shall be owned by the Employee. Should the Employee choose to introduce intellectual property owned by the Employee in to the County structure, the Employee shall provide written notice to the Labor Attorney, Human Resources and Board Chair that said property is owned by the Employee.

17. **Outside employment.** Nothing in this agreement should be construed to conflict with the Employee's right to engage in outside employment provided said employment does not conflict with the Employee's employment with the County. The County shall be the Employee's primary employment, and the Employee shall disclose all outside employment to Human Resources, the County Board Chair and the Labor Attorney. The County Board Chair is authorized to determine conflict of interest.