

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
June 5, 2012*

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 5th day of June, 2012 at 9:00 AM. The meeting was called to order by Chairperson Ruda with all members present. The meeting was opened with the Pledge of Allegiance.

Approval of Agenda

On motion by Blessing and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the agenda with the following changes:

1. Discussion – Electrical Outlets at Fairgrounds
2. Discussion – Placing County Administrator on Leave of Absence

Routine Business

On motion by Blessing and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the May 15, 2012 Minutes as read.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the May 22, 2012 Special Board Meeting Minutes as read.

On motion by Blessing and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the April 20, 2012 minutes with one correction: Change the title of Tim King from "Editor" of the Browerville Blade to "Writer".

On motion by Neumann and second by Blessing, the following motion was introduced and adopted by unanimous vote: To approve the Actions of HHS Committee Meeting held May 22, 2012 in accordance with the minutes on file in the Todd County Administration Office

On motion by Kneisl and second by Blessing, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants # 31236 - #31406 in the amount of \$155,163.55 for payment on June 8, 2012.

On motion by Kneisl and second by Blessing, the following motion was introduced and adopted by unanimous vote: To approve the Auditor Warrants # 218032 - #218239 in the amount of \$8,918,350.96 for payment in May, 2012.

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

TRANSFER OF FUNDS FROM GENERAL TO CORRECTIONS

WHEREAS, The 2012 budget for Todd County's participation in the Todd-Wadena Community Corrections system has been approved at \$272,084; and

WHEREAS, a letter was received asking for the first half of the appropriation,

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NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the transfer of the first half of the 2012 budget, \$136,042, from the General Fund to Todd-Wadena Community Corrections Fund.

Randy Pepin, Todd County Extension Educator, reported on "Breakfast On The Farm". It will be held Saturday June 16th at Dairy Ridge South of Long Prairie this year. Public and the Commissioners were invited to attend.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve at no cost to the County, construction of manure storage structures at the Todd County Fairgrounds near the Expo Building and near the horse and small animal barn, pending approval of the permitting process.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve for the purposes of maintenance and use, control of the structure at the Todd County Fairgrounds formerly owned by the Long Prairie Jaycees and known as the "Entertainment Pavilion". Major renovations must still be approved by the County Board.

Discussion was held on the placement of electrical receptacles on a pole to the west of the Expo Building at the Fairgrounds. After discussion, it was determined by consensus to refer the issue to the Expo Building committee for approval.

On motion by Blessing and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve letter of support to Lakewood Health System for application to USDA direct loan program.

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

MEMORIAL DAY APPROPRIATION

WHEREAS, Todd County has budgeted for 2012 an appropriation to help with expenses for conducting Memorial Day Services.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the 2012 payment of \$10 to the Evergreen Cemetery Association of Long Prairie for the care of County lots in said Evergreen Cemetery, and

BE IT FURTHER RESOLVED, to approve the payment of \$50 to each regular organization of Veterans of Foreign Wars, American Legion Posts and Auxiliaries in Todd County to help with the payment of expenses in connection with the proper observance of Memorial Day Services conducted within Todd County and the amount to be paid by warrant to each organization provided that in cases where any of the above mentioned do not have an organization, the amount will be paid to the organization conducting the Memorial Day Service.

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Soil, Water, Conservation and Development

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

FINAL PLAT APPROVAL – “MOLLY MOONS ACER”

WHEREAS, Owner- Developer Cyle D Gruver & Jan M Waller has applied to subdivide property by Molly Lake, in Section 36, Burnhamville Township, Todd County, and;
WHEREAS, Plat name is “Molly Moons Acer” consisting of Block One, Lot 1, consisting of 26.92 acres. This property is currently zoned Natural Environment (NE) Lakeshore Residential, and;
WHEREAS, Applicants appeared before the Todd County Planning Commission at a public hearing on April 5, 2012 where this preliminary plat known as “Molly Moons Acer” was recommended for approval with the condition that this wording be added to the Use document “This site is located in an agricultural area, and consequently there will be from time to time, sights, sounds and smells 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 April 17, 2012 the Todd County Board of Commissioners approved said Preliminary Plat to move forward and be completed;
WHEREAS, the Todd County Soil, Water, Conservation & Development Division Office has completed the necessary plat review and find that all items required for final plat approval have been completed.
NOW, THEREFORE BE IT RESOLVED, the final plat of “Molly Moons Acer” be approved as presented.

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

FINAL PLAT APPROVAL – “PRAIRIE LAKES 1”

WHEREAS, Owner- Developer David Patterson & Shannon O’Toole has applied to subdivide property in Section 32, Long Prairie Township, Todd County, and;
WHEREAS, Plat name is “Prairie Lakes 1” consisting of Block One, Lot 1. Lot consists of 13 acres with 5.1 acres buildable. This property is currently zoned Commercial; and
WHEREAS, Applicants appeared before the Todd County Planning Commission at a public hearing on January 5, 2012 where this preliminary plat known as “Prairie Lakes 1” was recommended for approval with the conditions (1) a wetland delineation must be completed and wetlands listed on the final plat; and (2) Owner of the lot work with all agencies that permit the site, including Todd County Public Works department for accesses to the lot and the SWC&D Division for all building and septic permits;
WHEREAS, On January 17, 2012 the Todd County Board of Commissioners approved said Preliminary Plat to move forward and be completed;
WHEREAS, the Todd County Soil, Water, Conservation & Development Division Office has completed the necessary plat review and find that all items required for final plat approval have been completed.
NOW, THEREFORE BE IT RESOLVED, the final plat of “Prairie Lakes 1” be approved as presented.

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On motion by Blessing and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To amend the approved Preliminary Plat of "Ivan Addition" dated September 20, 2011 by removing Condition #6. "To construct a ten (10) foot high privacy fence along Hwy 210 starting at the south property line and run north 400 feet which will end approximately 100 feet beyond the construction site building."

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To authorize beginning of recruitment process for 2 GIS Technicians, no hire authorized at this time.

Board Action requesting MPCA Waiver of Fine was presented by Neumann. Board action was tabled for more information after discussion and will be brought to the next Regular Board Meeting June 19, 2012.

Sauk River Watershed District

Holly Kovarik, Administrator of the Sauk River Watershed District gave the District's 2011 Annual Report.

Park Board

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

A RESOLUTION SUPPORTING APPLICATIONS FOR IMPROVEMENTS TO BATTLE POINT PARK

WHEREAS, The Todd County Parks and Trails Board has requested authorization to complete improvements at Battle Point Park, and;

WHEREAS, the Todd County Park – Recreation – Trails Ordinance Section 1.05(e) states: "The alteration of any recreational area subject to Park –Recreation-Trails Ordinance will be subject to all other ordinances of Todd County. The County Board must authorize the application for any necessary permits.", and;

WHEREAS, the Todd County Park – Recreation – Trails Ordinance Section 1.05(f) states: "The Todd County Parks and Trails Board may recommend improvements or alterations to Todd County recreational areas. Including, but not limited to: (i) Removal or planting of vegetation, (ii) Modification of existing facilities and structures, (iii) Building of new structures of any type."

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approves for application to be made to the Todd County SWCDD, the Sauk River Watershed Permit Program, and the Minnesota Department of Natural Resources for the following:

1. Placement of a sand beach blanket approximately 25 feet by 27 feet, to be located at the site currently designated. The ground should not be disturbed more than is necessary to ensure the safety of beach users.
2. Construction and placement of a removable wooden walkway not to exceed 22' by 6' from the pathway to the fishing pier.
3. A 6 foot wide, by 130 foot long walkway with a base of 3" of class five material, and 1" of class two material, from the parking lot to a point parallel and no closer to the water than the current path.

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4. Replacement of a removed portion of an ice ridge, not to exceed an area of approximately 10' by 15' and up to 3.5' in depth.
5. Removal of up to two trees and placement of fill not to exceed an area 25' by 25' and 2' deep, to the south-east of the existing pavilion structure.

BE IT FURTHER RESOLVED, work on projects approved for application by this resolution may not be commenced until permits or a statement that a permit is not necessary is received in writing from the MN DNR, Sauk River Watershed District and the County SWCDD Office.

Assessor's Office

On motion by Kneisl and second by Blessing, the following motion was introduced and adopted by unanimous vote: To approve Felty Beachy abatement for PIN's 07-0007100, 07-0007200 (re-instate agricultural homestead classification and re-calculate taxes payable in 2012) and approve Great River Energy abatement for PIN 12-9000003 (re-calculate payable 2012 tax based on adjusted market value of \$48,100 as noted on the state utility valuation report.)

Sheriff's Office

A proposal contract was presented from Reliance Telephone, Inc. of Grand Forks, MN in the amount of \$16,250 for the purposes of security in the Historic Courthouse, and necessary upgrades in Todd County Dispatch. It was agreed the committee would go do more research and get more bids for the supplies and addition memory needed.

County Ag & Ditch Inspector

On motion by Blessing and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To acknowledge receipt of HHA petition from Martin & Mary Raddatz to install a private crossing in CD #20, located in Staples Township section 23.

Personnel Topics

Neumann asked for discussion on the topic of having the County Administrator on administrative leave. No allegations have been brought forward to have the County Administrator on administrative leave. County Attorney Rasmussen was brought in for his opinion. It was decided to wait until the results are back from the internal audit and discussion with the County's Labor Attorney.

Administration

On motion by Blessing and second by Kircher, the following motion was introduced and adopted by majority vote with Neumann voting against: Approve proposals for the Justice Building maintenance and remodeling from Contegrity and Studio E Architects, utilizing historic courthouse renovation contractors in an amount not to exceed \$89,909.50.

Related to the Justice Building maintenance and remodel Corrections Director Kathy Langer and County Attorney Chuck Rasmussen were asked to evaluate furniture needs and report back to the Board at a later date.

The Administrator presented a memo related to the 2012 - 2016 Capital Improvement Plan.

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On motion by Blessing and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the closing to the public of the Auditor/Treasurer, Recorder, Assessor, SWCDD and Administration offices on July 2, 2012, for the purposes of moving offices, employees must still report to work.

On motion by Kneisl and second by Ruda, the following motion was introduced and adopted by unanimous vote: to amend agenda to the present Prairie Lakes Municipal Solid Waste Authority Agreement.

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Chair to sign the agreement between the City of Perham and the Prairie Lakes Municipal Solid Waste Authority to transfer authority for bond funds to the Authority.

Administrator's Report

There will be a work session next Tuesday June 12, 2012 at 10:00 am. Some topics will be Eagle Bend Project, Capital Improvement plan and Fiberband and 2013 Budget.

Commissioner's Report

Ruda announced the District AMC Convention in Moorhead is June 8, 2012. Attending will be Commissioner Neumann and Kircher by consensus. It was agreed the Board Meeting on July 3, 2012 board will be at 9:00 am. Ribbon cutting for the Historic Courthouse will be at 10:00 am. Ruda suggested that the County have another clean up day in the near future.

Adjourn

The meeting was adjourned by action of Chairman Ruda until June 19, 2012 at 9:00 am.

AUDITOR WARRANTS

American Heritage Bank	2,046.12
Central Specialties Inc	134,774.24
Collaborative Design Group Inc	2,366.57
Computer Professionals	9,433.04
Fleet Services	7,463.17
Gene-O's Countryside Rest Llc	3,040.00
Larson Allen Llp	31,800.00
Long Prairie Sanitary Service	2,996.89
Mn Dept Of Finance	5,997.00
Morrison County	29,984.85
Perham Resource Recovery Facility	22,957.60
Todd County Dac	3,751.00
Todd Trails Association	31,996.50
Traffic Marking Service Inc	71,893.16
Payments less than 2000	12,235.29
American Heritage Bank	35,023.94
Anoka County Medical Examiner	17,318.25

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Mathiowetz Construction	551,677.54
Minnesota Power	8,668.98
Rainbow Rider	4,200.00
Stoeckel Jahner Inc	7,950.00
Zayo Enterprise Networks	3,240.30
Payments less than 2000	16,495.92
Alexandria Electric	25,600.06
American Heritage	7,054.71
Breth-Zenzen Fire Protection Llc	3,250.90
Central Suspensions Inc	11,542.50
Contegrity Group Inc	14,109.63
Double J Concrete Inc	19,345.00
Doug's Excavating Inc	37,713.10
Duncan Concrete Inc	25,778.25
Full Spectrum Finsihing	17,798.25
Grazzini Brothers And Co	40,945.00
Gustafson Mechanical Inc	7,512.60
Jerome Getz Const Llc	10,089.00
Johnson Controls	4,104.95
K.Johnson Const. Inc	5,885.25
McPhillips Bros Roofing Co	95,760.00
Mertens/Barbara J	34,204.86
Midstate Title Co	10,907.88
Pemberton Sorlie Rufer & Kershner	4,877.91
Peters & Churchwell	3,007.00
Stoeckel Jahner Inc	4,820.00
Wonderlich/Scott A	2,628.00
Payments less than 2000	7,029.43
Brown And Krueger	3,867.00
City Of Bertha	19,943.99
MCIT	2,500.00
Payments less than 2000	8,692.23
American Heritage Bank	917,655.30
Big Swan Lake Improvement Dist.	8,950.88
City Of Bertha	41,380.53
City Of Browerville	134,994.63
City Of Burtrum	9,941.52
City Of Clarissa	91,034.78
City Of Eagle Bend	121,420.93
City Of Grey Eagle	74,157.50
City Of Hewitt	28,239.83
City Of Long Prairie	455,632.35

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City Of Osakis	87,589.02
City Of Staples	389,893.00
City Of West Union	7,079.70
Region V Develop Commission	11,723.15
Sauk River Water Shed District	52,851.02
School District 213	439,596.37
School District 2170	325,670.97
School District 2753	1,213,709.58
School District 2759	149,070.10
School District 486	226,216.33
School District 487	4,751.78
School District 740	69,106.23
School District 743	323,610.07
School District 786	219,245.69
School District 787	210,215.15
School District 789	17,415.53
School District 790	22,296.53
School District 818	23,027.29
Town Of Bartlett	46,919.12
Town Of Bertha	43,315.13
Town Of Birchdale	79,069.33
Town Of Bruce	69,474.02
Town Of Burleene	39,766.50
Town Of Burnhamville	82,568.13
Town Of Eagle Valley	56,571.19
Town Of Fawn Lake	85,803.50
Town Of Germania	31,345.04
Town Of Gordon	51,934.15
Town Of Grey Eagle	123,157.19
Town Of Hartford	80,908.36
Town Of Iona	31,212.28
Town Of Kandota	46,868.97
Town Of Leslie	90,009.17
Town Of Little Elk	39,195.20
Town Of Little Sauk	72,744.49
Town Of Long Prairie	70,908.59
Town Of Moran	56,546.55
Town Of Reynolds	51,117.26
Town Of Round Prairie	100,233.88
Town Of Staples	96,968.60
Town Of Stowe Prairie	56,954.18
Town Of Turtle Creek	41,619.76

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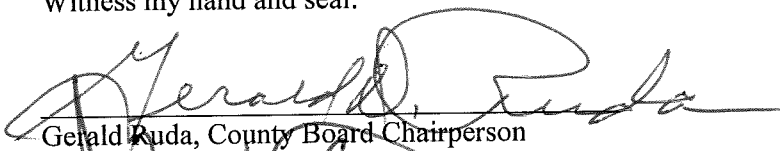
Town Of Villard	112,254.54
Town Of Ward	52,870.34
Town Of West Union	38,922.33
Town Of Wykeham	41,980.33
Payments less than 2000	4,359.21
Total	8,918,350.96

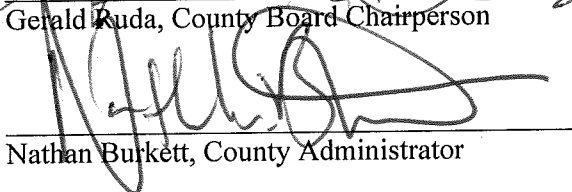
COMMISSIONER WARRANTS

All State Communications	3,145.00
American Solutions For Business	4,876.30
Bargen Inc	3,735.28
City Of Eagle Bend	3,424.00
City Of Long Prairie	20,702.51
City Of Staples	8,098.97
Eagle Bend Farm & Lumber Supply Inc	2,266.64
Esri	10,792.89
Fleet Services Division	4,542.00
Long Prairie Oil Company	4,653.16
M-R Sign Company Inc	7,247.19
Mench/James	2,180.00
Morrison Co Dept Of Pub Works	12,179.20
Royal Tire	2,659.21
Seh Incorporated	4,136.94
Staples Ambulance Service	6,324.00
Todd County Gis Dept	2,238.18
Widseth Smith Nolting Inc	4,177.50
Payments less than 2000	45,240.02
Morrison Co Public Health Serv	2,544.56
Total	155,163.55

On a motion by Blessing and second by Kneisl the preceding minutes of the County Board meeting held June 5, 2012 were duly approved by a unanimous vote of the Todd County Board of Commissioners at the Regular Board Meeting held on June 19, 2012.

Witness my hand and seal:


Gerald Ruda, County Board Chairperson


Nathan Burkett, County Administrator