

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
October 16, 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 16th day of October, 2012 at 9:00 AM. The meeting was called to order by Chairperson Ruda. The meeting was opened with the Pledge of Allegiance.

Approval of Agenda

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

1. Add – Great River Regional Library Annual Report
2. Add – Discussion on the September 20th letter from Brown & Krueger's Office

Routine Business

On motion by Blessing and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the October 2, 2012 Minutes as read.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the actions of HHS Committee Meeting held October 10, 2012 in accordance with the minutes on file in the Todd County Administration Office.

On motion by Blessing and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve Commissioner Warrant numbers 32434 thru 32560 in the amount of \$261,661.57 for payment on October 19, 2012.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve Auditor Warrant numbers 218830 thru 219005 in the amount of \$2,251,930.68 for the month of September, 2012.

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

TRANSFER OF FUNDS FROM COUNTY DITCH FUND TO THE GENERAL FUND

WHEREAS, The County Ditch Board has approved to have the hours worked by the County Ditch Inspector charged back to that ditch, and;

WHEREAS, the calculations have been made for the County Ditch Inspector's time for the period of July 1, 2011 thru June 30, 2012, per attached copy.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve the transfer of \$11,733.75, from the County Ditch fund to the General Fund per attached list.

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Nancy Uhlenkamp County Ditch & Ag Inspector

July 1, 2011 - June 30, 2012 Hourly Allocation to Ditches

Ditch Number	Hours	Rate per hour	Dollar amount
CD2	5.44	\$35.00	\$190.40
CD3	0.5	\$35.00	\$17.50
CD4	12.5	\$35.00	\$437.50
CD5	0.5	\$35.00	\$17.50
CD6	0.5	\$35.00	\$17.50
CD7	0.5	\$35.00	\$17.50
CD15	23	\$35.00	\$805.00
CD15 Bertha City Responsibility	17.5	\$35.00	\$612.50
CD16	26	\$35.00	\$910.00
CD18	2.5	\$35.00	\$87.50
CD19	46	\$35.00	\$1,610.00
CD20	57	\$35.00	\$1,995.00
CD22	0.5	\$35.00	\$17.50
CD26	1.5	\$35.00	\$52.50
CD28	40.5	\$35.00	\$1,417.50
CD31	12.5	\$35.00	\$437.50
CD32	2.5	\$35.00	\$87.50
CD33	35.31	\$35.00	\$1,235.85
CD34	6	\$35.00	\$210.00
CD36	1.5	\$35.00	\$52.50
CD39	0.5	\$35.00	\$17.50
CD41	33.5	\$35.00	\$1,172.50
CD43	14.5	\$35.00	\$507.50
JD5	9.45	\$35.00	\$330.75
JD5 City of Staples Responsibility	4.5	\$35.00	\$157.50
JD6	1.5	\$35.00	\$52.50
JD8	1.05	\$35.00	\$36.75
JD8 City of Staples Responsibility	0.5	\$35.00	\$17.50

Totals **357.75** **\$12,521.25**

City Share **- 787.50**
Total Transfer **\$11,733.75**

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PUBLIC WORKS

On motion by Blessing and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the 2012 Fall Road Meeting to be held on November 19, 2012 at 9:00 AM at the Todd County Public Works Building.

Todd County Soil, Water & Conservation

On a motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: Conditional Use Permit for Mike Foster, site address 13652 State 27, Osakis, MN 56360. (4.21 acres) Comm. at SW cor of SW4 SE4, E 307 ft to pt of beg, thence E 32.85 ft, N 507.33 ft, E 71.18 ft, N 392.92 ft, W 418.64 ft, S 411.70 ft, E 307.93 ft, S 507.73 ft to beg, Section 16, Twp 128, Range 35, Gordon Township. Conditional Use Permit to operate a machining business out of an existing building on the site. Operation to do milling, turning, prototyping, engineering, LED lighting & fiber optic lighting. Use permit is required for commercial use on R-10 zoned property. Approval of the Use as requested with condition there be a one year follow-up review by the Planning & Zoning Office.

On a motion by Kneisl and second by Blessing, the following motion was introduced and adopted by unanimous vote: Conditional Use Permit for Levi & Mary Lambright, site address 13192 – 330th Street, Eagle Bend, MN 56446. Comm. at SE Corner, W 462 ft to pt of beg, N 265 ft, W 465 ft, S 265 ft, E to pt of beg, Section 33, Twp 131, Range 35, Wykeham Township. Conditional Use Permit to convert the existing personal greenhouses to commercial. Use Permit is required for greenhouse/nursery commercial sales not meeting standards of home based business. Property is zoned AF/Forestry-1.

Todd County Ditch & Ag

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

HOLD HARMLESS AGREEMENT - PRIVATE CROSSING – COUNTY DITCH 29

WHEREAS, Joseph Bontrager is requesting to install a private culvert crossing in CD29. The project will be done on his own property at his own expense. A Hold Harmless Agreement has been signed and submitted to the Ditch Authority, an onsite inspection has been done, and;

WHEREAS, The culvert to be installed is a 48” which meets or exceeds the hydraulic capacity of the upstream and downstream culverts. The culvert will be placed at original ditch bottom elevation.

NOW, THEREFORE BE IT RESOLVED, the Todd County Ditch Authority gives permission to Joseph Bontrager to install a private culvert crossing in CD29, located on his own property and at his own expense.

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

REPAIR TILE OUTLET/INSTALL EROSION CONTROLS COUNTY DITCH 42

WHEREAS, County Ditch 42 has 1,890 feet of tile line that starts at Center Lake and outlets into Felix Lake on parcel 21-0023700, and;

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WHEREAS the County Ditch Inspector has received a complaint that the metal culvert at the outlet has failed causing several two foot sections of concrete tile line to collapse as well as causing severe erosion of the area, and;

WHEREAS, after consulting with staff at Public Works and SWCDD, it has been recommended to repair the culvert outlet structure and install erosion controls this fall in an effort to prevent further erosion damage from spring snow melt, and;

WHEREAS, an estimate of \$5,424.00 has been submitted by Doug's Excavating to complete the project this fall.

NOW, THEREFORE BE IT RESOLVED, the Todd County Ditch Authority approves hiring Doug's Excavating to repair the tile outlet on CD42 and install erosion controls this fall at an estimated cost of \$5,424.00.

Todd County Sheriffs' Department

On a motion by Kircher and second by Blessing, the following motion was introduced and adopted by unanimous vote: To approve planning for a Staples ARMER tower signal booster site to include, site evaluation, land acquisition from the City of Staples, preparation of necessary contracts for engineering services, and acceptance of bids as required.

Administration

On a motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve appointment to at-large positions, for an indefinite term, to the Todd County Fiberband Committee: Grace Jyrkas, Scott Zetah, Craig Cody, Michael Soukup and Dan Tjosaas.

On a motion by Blessing and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve contract with Rainbow Rider for county transportation services for CY 2013 in the amount of \$60,000. (Complete contract on file in the Administration Office).

On a motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve special meeting between the SWCD Board of Supervisors and the Todd County Board of Commissioners at 11 am on October 23, 2012 in the Prairie Conference Room, Todd County Historic Courthouse.

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

NOTICE OF INTENT TO ADOPT TODD COUNTY SOLID WASTE ORDINANCE

The Todd County Board of County Commissioners hereby provides notice of its "Intent to Adopt" an Ordinance. The "Ordinance" will be known as the "Todd County Solid Waste Management Ordinance". The "Ordinance" establishes standards and requirements for solid waste management operations within the incorporated and unincorporated areas of Todd County; requires licenses for storage, collection, transportation, processing and disposal of solid waste in accordance with the Todd County Solid Waste Management Plan; embodies and supplements the minimum standards and requirements established by Rules of the State of Minnesota; provides for enforcement of said requirements; imposes penalties for failure to comply with provisions; requires performance bonds and insurance; and promotes the health,

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safety, and welfare of the public pursuant to Minnesota Statutes, Chapters 115, 115A, 116, 375, 400 and Sections 145A.04, 145A.08, 561.01 and 609.74.A copy of the entire "Ordinance" is available for review in the Office of the Todd County Auditor at 215 1st Avenue South, Suite 201, Long Prairie Minnesota, during normal business hours.

A "Public Hearing" considering adoption of the Todd County Solid Waste Management Ordinance will be held at the regular meeting of the Todd County Board of County Commissioners on Tuesday, November 6, 2012 at 10:00 a.m. The November 6, 2012 Meeting of the Todd County Board of County Commissioners will be held at the Todd County Courthouse at 215 1st Avenue South, Long Prairie, Minnesota.

Neumann had discussion about the concern he had regarding the Brown & Krueger letter requesting data. The Administrator replied that it was an extensive request which caused the delay.

Administrator's Report

The Administrator is in the process of finishing the 3rd quarter reports.

Commissioner's Report

Kirsty Smith, Director of the Great River Regional Library and Linda Treb, Finance Director of the Great River Regional Library presented to the board the 2011 Annual Report and the 2013 Budget Report.

Kneisl announced that he had received acknowledgment of support from the Farm Bureau for the Gourley Brothers CUP for the swine operation.

Adjourn

On motion by Blessing and second by Neumann, the meeting was adjourned at 10:00 am until October 30, 2012.

AUDITOR WARRANTS

Vendor Name	Amount
American Heritage	4,914.14
American Heritage Bank	2,337.00
City Of Bertha	167,314.32
Great River Regional Library	78,003.50
Seanbeam Ent LLC & Sheyne Hassanali	50,592.00
Seanbeam Ent LLC & Pemberton Sorlie	18,640.03
Us Postal Service	15,540.00
Ziegler Inc	92,510.70
Payments less than 2000	9,868.36
Alexandria Electric	22,832.39
Cardmember Service	2,199.68
Central Suspensions Inc	2,063.90
Contegrity Group Inc	14,613.18

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Duncan Concrete Inc	16,427.10
Full Spectrum Finishing	4,366.90
Jerome Getz Const Llc	35,813.41
Kinetic Leasing Inc	18,897.00
McPhillips Bros Roofing Co	5,600.02
Mid Central Door Co	3,342.00
Miran Creek Furniture Inc	9,716.91
Mn Elevator Inc	4,756.35
Office Of Enterprise Technology	2,128.00
Pemberton Sorlie Rufer & Kershner	3,768.91
Rainbow Rider	4,200.00
Wsb And Associates	81,117.02
Payments less than 2000	8,806.40
Card Services Coborns	2,035.88
Keppers/Tom	21,193.50
Masloski/Pat	6,387.15
Mathiowetz Construction Company	1,221,685.90
Minnesota Power & Light	14,381.20
Northern Star Coop	3,149.61
Todd Co Public Works	4,971.65
Wsb And Associates	16,161.72
Zayo Enterprise Networks	3,284.25
Payments less than 2000	13,202.33
American Heritage Bank	48,573.22
Computer Professionals	3,863.04
Fleet Services	6,743.84
Gene-O's Countryside Rest Llc	3,106.50
Hillig Auto Center	4,845.45
KDV	4,800.00
Mn Dept Of Finance	8,421.50
Morris Seal Coat And Trucking Inc	14,707.19
Morrison County	41,917.68
Perham Resource Recovery Facility	19,612.80
Todd County DAC	3,410.00
Payments less than 2000	12,091.36
Iverson Reuvers Llc	17,741.77
Peters & Churchwell	4,004.77
Stoekel Jahner Inc	2,875.00
Wsb And Associates	56,306.82
Payments less than 2000	12,087.33
Total	2,251,930.68

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COMMISSIONER WARRANTS

Vendor Name	Amount
Braaten Sand & Gravel	2,400.00
Dell Marketing L.P.	3,313.92
Granite Electronics Inc	172,457.10
Long Prairie Oil Company	8,874.45
Mccc, Mi33	4,148.75
Northern Business Products	5,039.53
Shirley's Gas & Groceries	4,090.99
Staples World	6,451.53
Synergy Graphics	15,423.89
Payments less than 2000	39,461.41
Final Total	261,661.57

On a motion by Kircher and second by Neumann the preceding minutes of the County Board meeting held October 16, 2012 were duly approved by a unanimous vote of the Todd County Board of Commissioners at the Regular Board Meeting held on November 6, 2012

Witness my hand and seal:


Gerald Ruda, County Board Chairperson


Nathan Burkett, County Administrator