

# TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
March 5, 2013*

## 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 February, 2013 at 9:00 AM. The meeting was called to order by Chairperson Neumann. The meeting was opened with the Pledge of Allegiance. All members present.

## 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. Add – Public Works request to hire Summer Help
2. Add – Discussion, retirement in Public Works
3. Add – Discussion, elected officials – AMC's view on elected and appointed Officials

## Routine Business

On motion by Erickson and second by Blessing, the following motion was introduced and adopted by unanimous vote. To approve the February 19, 2013 Minutes as read.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the actions of HHS Committee Meeting held February 26, 2013 in accordance with the minutes on file in the Todd County Administration Office.

On motion by Blessing and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve Commissioner Warrant numbers 33645 thru 33711 in the amount of \$157,690.58 for payment on March 8, 2013.

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve Auditor Warrant numbers 219820 thru 219978 in the amount of \$893,155.59 for February 2013 Warrants.

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

### **PUBLIC WATER ACCESS COOPERATIVE AGREEMENT BETWEEN TODD COUNTY AND THE MINNESOTA DNR**

WHEREAS, Parcel 20-0009900, SW4 SE4 N of Co Rd 38, Section 10, Twp 128, Range 34 (27.00 acres) has forfeited to the state of Minnesota and has been pulled from sale by the MN DNR; and

WHEREAS, on September 18, 2012, the County Board passed a motion to have the Park Board engage in planning and developing a canoe landing in partnership with the MN DNR at parcel 20-0009900; and

WHEREAS, on February 13, 2013 the Park Board met with the MN DNR and approved the Co-op Agreement with Todd County and MN DNR for a Canoe Access in Reynolds Township, parcel 20-0009900.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners agree to enter into and sign the Public Water Access Cooperative Agreement with the MN DNR on parcel 20-0009900,

# TODD COUNTY BOARD OF COMMISSIONERS

SW4 SE4 N of Co Rd 38, Section 10, Twp 129, Range 34 to design and construct a Long Prairie River Water Access.

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

**RESOLUTION OF 2013 COUNTY BOARD OF APPEAL AND EQUALIZATION MEETING**  
WHEREAS, M.S. 274.14 provides that the County Board of Appeal and Equalization must meet after June 14, and before June 30, 2013 on at least one meeting day and may meet for up to ten consecutive meeting days; and

WHEREAS, at least one of the meeting days must include an evening meeting that does not end before 7:00 p.m.

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Appeal and Equalization meeting for 2013 will be set for Monday, June 17, 2013 commencing at 6:30 p.m. and that it does not end before 7:00 p.m., in the County Board Room, at 215 First Ave. South, Long Prairie, Minnesota.

## Public Works

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

### **UTILIZATION OF FEDERAL TRANSPORTATION FUNDING FOR THE 2017 FEDERAL PROJECT ON COUNTY STATE AID HIGHWAY #10**

WHEREAS, the Minnesota Department of Transportation (MnDOT) established eight Area Transportation Partnerships (ATP) throughout the State of Minnesota to develop prioritized lists of transportation projects seeking federal funding under Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP21) for inclusion in the State Transportation Improvement Program (STIP); and

WHEREAS, the Central Minnesota ATP prioritizes projects seeking MAP21 funding in the Counties of Benton, Cass, Crow Wing, Isanti, Kanabec, Mille Lacs, Morrison, Sherburne, Stearns, Todd, Wadena, and Wright; and is finalizing the completion of its 2017 Area Transportation Improvement Program (ATIP) that becomes a subset of Minnesota's 2014-2017 STIP; and

WHEREAS, Region Five Development Commission, representing the Counties of Cass, Crow Wing, Morrison, Todd and Wadena supports the ATP in the execution of its responsibilities by soliciting and selecting projects in Region Five and recommending them for inclusion in the ATP's Draft ATIP; and WHEREAS, the ATP grants regions the authority to determine the federal MAP21 funding amount recommended for each project that is selected for programming in the ATIP; and

WHEREAS, the Region Five Development Commission recommended the ATP program federal funds in the amount of \$532,000 in year 2017 of its 2014-2017 ATIP for the County State Aid Highway #10 Project submitted by Todd County; and

WHEREAS, each jurisdiction and/or agency must acknowledge the amount of federal funds recommended by the Region Five Development Commission and commit the necessary local funding to match the MAP21 funds requested, as well as any other funding that may be necessary to complete the project as proposed in its application; and

WHEREAS, Todd County acknowledges the \$532,000 in federal MAP21 funds that is being recommended by the ATP for the County State Aid Highway #10 Project and understands that a minimum local financial match of \$168,000 will be necessary based on the present cost estimate to fully implement the project; and

# TODD COUNTY BOARD OF COMMISSIONERS

NOW, THEREFORE BE IT RESOLVED, Todd County agrees to commit the necessary local revenues to match the MAP21 funds approved by the ATP and included in the STIP and to cover any other costs that may be necessary to complete the project as submitted.

Loren Fellbaum was present to discuss a date for the Spring Road Meeting. April 15, 2013 at 9:00 am was set and it will be held at the Highway Department.

Discussion was held regarding retirement of an employee at the North Shop. A Board Action for replacement of this employee will be brought to the next Commissioner Meeting March 19, 2013.

On motion by Kircher and second by Blessing, the following motion was introduced and adopted by unanimous vote: To approve authorization to post external/internal advertisement, conduct interviews and hire summer help for the Public Works Sign Division.

## Soil, Water and Conservation Development

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous vote: To adopt plan for the Zone III vegetation (with or without amendment) and allow work to proceed this spring at Battle Point Park.

## Sheriff's Department

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

### **UPDATE SHERIFF'S OFFICE FEE SCHEDULE**

WHEREAS, Sheriff Pete Mikkelson finds it necessary to the update the Sheriff's Office Fee Schedule by raising some of the fees as listed below:

Basic Service of Process (Personal Service/Abode	
Service and Unable to Locate Service :)	\$50.00
Mileage:	\$ .55
Flat Fee Mileage for the City of Long Prairie:	\$ 5.00
Deputy Time	\$60.00/Hour (Two Hour Minimum)

and,

WHEREAS, a copy of this fee schedule is attached to the resolution.

THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve the updated Todd County Sheriff's Office fee schedule.

## MIS Department

On motion by Blessing and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approval renewal of the Zayo contract for the North Todd County Government Center (Staples).

## Todd County Solid Waste

On motion by Kneisl and second by Blessing, the following motion was introduced and adopted by unanimous vote: To approve replacement of 6 recycling containers and 4 compactors containers.

# TODD COUNTY BOARD OF COMMISSIONERS

Discussion was held regarding past due accounts, it was decided by the Board, to have Mike Hanan bring a resolution to write off the over due accounts to the next Commissioner Meeting.

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Prairie Lakes Municipal Solid Waste Authority Joint Powers Financing Agreement. (Agreement on file in the Administration Office).

## Commissioner's Report

Discussion was held regarding the AMC's opinion on the changing the elected officials to appointed officials. The Board agreed they would visit the Capitol regarding this issue and receive more information on this.

## Adjourn

The meeting was recessed by action of Chairman Neumann until March 19, 2013 at 9:00 am.

### COMMISSIONER WARRANTS

Vendor Name	Amount
ALL STATE COMMUNICATIONS	2,720.49
CARGILL SALT DIVISION	44,238.83
CHAMBERLAIN OIL COMPANY	4,365.37
HILLYARD	2,239.20
INFORMATION SYSTEM CORP	38,129.63
LITTLE FALLS MACHINE INC	2,453.11
LONG PRAIRIE OIL COMPANY	7,164.36
MORRISON CO PUBLIC HEALTH	3,242.51
NORTH AMERICAN SALT	11,762.11
NORTHERN STAR COOP	2,691.91
SENSOURCE INC	2,564.00
SHIRLEY'S GAS & GROCERIES	4,791.64
STAPLES WORLD	2,976.70
Payments less than 2000	28,350.72
Final Total	157,690.58

### AUDITOR WARRANTS

Vendor Name	Amount
COMPUTER PROFESSIONALS	3,932.82
LONG PRAIRIE OIL COMPANY	27,020.15
Payments less than 2000	14,353.52
AMERICAN HERITAGE BANK	41,841.29
CENTRACARE HEALTH SERVICES	6,324.00
FLEET SERVICES/WEX BANK	6,050.41
GENE-O'S COUNTRYSIDE REST LLC	2,147.00
MN DEPT OF FINANCE	6,689.50

# TODD COUNTY BOARD OF COMMISSIONERS


MORRISON COUNTY	4,737.20
PETERS & CHURCHWELL	2,609.50
Prairie Lakes Municipal Solid Waste Auth	54,256.94
TODD COUNTY DAC	3,751.00
TOWN OF BARTLETT	16,132.69
TOWN OF BERTHA	17,417.44
TOWN OF BIRCHDALE	16,872.17
TOWN OF BRUCE	17,362.14
TOWN OF BURLEENE	16,174.38
TOWN OF BURNHAMVILLE	19,621.73
TOWN OF EAGLE VALLEY	22,169.18
TOWN OF FAWN LAKE	18,442.88
TOWN OF GERMANIA	18,389.88
TOWN OF GORDON	15,521.66
TOWN OF GREY EAGLE	16,399.03
TOWN OF HARTFORD	24,137.50
TOWN OF IONA	20,229.07
TOWN OF KANDOTA	13,123.34
TOWN OF LESLIE	16,579.42
TOWN OF LITTLE ELK	14,059.32
TOWN OF LITTLE SAUK	20,722.91
TOWN OF LONG PRAIRIE	19,809.01
TOWN OF MORAN	19,367.34
TOWN OF REYNOLDS	18,879.02
TOWN OF ROUND PRAIRIE	24,134.18
TOWN OF STAPLES	20,999.83
TOWN OF STOWE PRAIRIE	22,561.17
TOWN OF TURTLE CREEK	11,719.90
TOWN OF VILLARD	21,021.75
TOWN OF WARD	19,627.05
TOWN OF WEST UNION	13,226.22
TOWN OF WYKEHAM	19,719.79
Payments less than 2000	14,023.55
AMERICAN HERITAGE	3,621.10
CONTEGRITY GROUP INC	10,448.56
FORUM COMM PRINTING	5,600.00
MINNESOTA POWER & LIGHT	14,864.16
NELSON AUTO CENTER INC	19,733.77
RAINBOW RIDER	5,000.00
RIKE-LEE ELECTRIC INC	2,660.00
US POSTAL SERVICE	8,000.00

# TODD COUNTY BOARD OF COMMISSIONERS

WEST GROUP PAYMENT CENTER	3,397.05
YAMRY CONSTRUCTION INC	8,578.50
Payments less than 2000	13,619.27
CENTERPOINT ENERGY	4,868.78
FLEET SERVICES DIVISION	10,057.95
MARVIN TRETTER, INC	20,393.63
ROBINSON PAVING CO	15,000.00
TODD TRAILS ASSOCIATION	31,996.50
ZAYO ENTERPRISE NETWORKS	3,372.64
Payments less than 2000	9,786.80
<b>Final Total</b>	<b>893,155.59</b>

On a motion by Erickson and second by Blessing the preceding minutes of the County Board meeting held March 5, 2013 were duly approved by a unanimous vote of the Todd County Board of Commissioners at the Regular Board Meeting held on March 19, 2013.

Witness my hand and seal:

  
\_\_\_\_\_  
Randy Neumann, County Board Chairperson

  
\_\_\_\_\_  
Karen Busch, Todd County Auditor-Treasurer