

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
January 21, 2014*

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 21st day of January, 2014 at 9:00 AM. The meeting was called to order by Chairperson Kneisl. The meeting was opened with the Pledge of Allegiance. All members present.

Approval of Agenda

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

1. Add – Retiree Payout Discussion

Routine Business

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the January 7, 2014 Regular Board Minutes as read. It was brought to the clerk's attention the minutes in the newspaper had Blessing approving the December 3, 2013 minutes and the November 27, 2013 minutes and should have read Motion by Erickson and second by Kneisl.

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Auditor Warrants #221629 - #221836 in the amount of \$1,024,406.75.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants #36516 - #36678 in the amount of \$210,456.72 and the HHS Commissioner Warrants in the amount of \$41,885.04.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve acknowledgement of Central Planes Aviation of Sauk Centre, MN for spraying of tent caterpillars in Todd County in the calendar year 2014. Public shall be notified 48 hours prior to spraying.

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

GAMBLING PERMIT FOR PHEASANTS FOREVER X-03882-10-002

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Pheasants Forever X-03882-10-002 through this resolution.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a one day, Gambling Permit for the Pheasants Forever X-03882-10-002 to hold a raffle at the Hub Supper Club located at 30905 County Rd 13, Burtrum, MN on April 5, 2014.

On motion by Neumann and second by Erickson the following motion was introduced and adopted by unanimous vote: To approve adding David Determan to the Park and Trails Board.

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Planning & Zoning

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: Rezoning application to change the current zoning of the below described property from Residential-10 to Ag/Forestry-2. Property Owner: Mose & Laura Miller 33223 Co 11, Clarissa, MN 56440. (40 acres) SE4 SE4, Section 33, Twp 131N, Range 34W, Eagle Valley Township. Parcel #07-0039400. Approved without conditions.

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous vote: Conditional Use Permit to operate a commercial sawmill for custom sawing. To construct a 30x60 ft building for the operation. Use Permit is required for a commercial business in Ag/Forestry District. Property Owner: Mose & Laura Miller 33223 Co 11, Clarissa, MN 56440. (80 acres) S2 SE4, Section 33, Twp 131N, 34W, Eagle Valley Township. Granted as presented with conditions: (1) Applicant submit the MPCA Industrial Stormwater Multi-Sector General Permit; (2) Existing abandoned mobile home must be removed from the property within one year of CUP approval date; (3) A one year review by the Planning and Zoning Office consisting of a site visit to evaluate/identify potential problems and compliance. Future evaluations scheduled only when initiated through public or staff concerns.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: Conditional Use Permit for a residential subdivision located at Mound Lake to be known as "Oyen's Subdivision". Plat consists of one Lot, one Block. Lot contains 3 acres more or less and lot exceeds minimum 150 ft of frontage on the lake. Use Permit is required for all subdivisions located in lakeshore zoned property. Property Owner: John & Laura Oyen 33872 Breezy Drive, Grey Eagle, MN 56336. Oyen's Subdivision, Lot One Block One, Section 11, Twp 127N, Range 32W, Grey Eagle Township, Todd County. Approval with conditions: (1) This site is located in an agricultural district 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, federal, EPA, or Todd County Ordinances. (2) Existing sewer system for cabin and existing privy be inspected within one year of preliminary plat approval. (3) Any further subdividing of land must be done through the plat and survey process.

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

FINAL PLAT APPROVAL – "RED PINE ACRES PLAT 2"

WHEREAS, owner- Developers Darrell Bacon and Eugene & Cathy Gergen have applied to subdivide property in the NW4 of NE4, Section 18, Round Prairie Township. Proposed Plat of "Red Pine Acres Plat 2" consists of Lot One, One Block containing 2.78 acres. Plat abuts an existing public road – 233rd Avenue. Property is located in Residential-2 zone district, and;

WHEREAS, applicants appeared before the Todd County Planning Commission at a public hearing on November 7, 2013, where this preliminary plat known as "Red Pine Acres Plat 2" was recommended to the County Board of Commissioner for approval with one condition, and;

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WHEREAS, on November 19, 2013 the Todd County Board of Commissioners approved said Preliminary Plat to move forward and be completed with the condition: (1) 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, the Planning & Zoning Department has completed the necessary final plat review and find that all items required for final plat approval have been completed.

NOW, THEREFORE BE IT RESOLVED, the final plat of "Red Pine Acres Plat 2" be approved as presented.

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve to adopt the 2014 fee schedule as presented. Fees to the P&Z Department raise approximately \$80k-\$90k annually. Proposed changes include eliminating SSTS Compliance Fee since county employees no longer provide this function, RV permits no longer need to be renewed after 3 yrs, cost to print an ordinance increased by \$10 to \$35, and a reduction in cost for a privy permit from \$200 to \$100 in an effort to get these simple systems installed and inspected properly.

Human Resources

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

RESOLUTION – LEAVE OF ABSENCE

DON ASMUS

WHEREAS, in the early retirement incentive discontinuing on December 31, 2013 and;

WHEREAS, this employee has request a leave of absence from his county position.

NOW, THEREFORE BE IT RESOLVED, that Don Asmus be granted a leave of absence for one (1) year effective December 31, 2013 until the newly elected Sheriff and is seated in January 2015.

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

RESOLUTION – 2014 SALARY COUNTY SHERIFF

DON ASMUS

WHEREAS, Don Asmus gross salary for 2013 was \$72,778 and;

WHEREAS, the Todd County Board of Commissioners set his salary at \$66,024 following the County's promotional policy of awarding 4% to the base pay.

NOW, THEREFORE BE IT RESOLVED, that Don Asmus's salary be set on Grade 25 Step 6 on the 2014 Todd County Salary grid at \$75,156.

NOW, THEREFORE BE IT FURTHER RESOLVED, that upon completion of the Interim Sheriff term, Don Asmus will be returned to the Deputy Sheriff's position and pay scale in effect at that time.

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On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approves Human Resources to begin recruitment of a Deputy Assessor.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the hiring of Jolene Sabrowsky to fill a vacancy in the Auditor Treasurer at her current pay grade and step on file with the Todd County Human Resource Department starting date of January 22, 2014.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the waiving of the 90 day waiting period and to begin the recruiting process to fill the position of Taxpayer Services Generalist (with Real Estate Background) immediately.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the hiring of Jane Zirbes to fill vacant Generalist/Real Estate position in the Taxpayer Services Division, at a Grade 16, Step 2, \$14.527 per hour with a starting date of February 3, 2014.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the hiring internal candidate Deana Callahan into the position of Confidential Administrative Assistant.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To authorize Human Resources to begin recruitment, interviewing, and recommending to hire to fill the vacancy of Client Account Specialist.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve to use money in the County's Savings Account at the American Heritage Bank in the amount of \$242,792.52. The amounts will reflect in each department affected for the 2013 Budget.

Legislative Update

Representatives Mark Anderson and Ron Kresha and Senator Paul Gazelka were present and gave an update of the 2013 legislative changes and future projects in the future for 2014.

Commissioner's Report

Nothing at this time.

Adjourn

On motion by Kircher and second by Neumann the meeting was adjourned for the month of January

Auditor Warrants

Vendor Name	Amount
AMERICAN HERITAGE BANK	38,177.36

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AMERICAN SOLUTIONS FOR BUSINESS	4,896.51
COMPUTER PROFESSIONALS	3,968.82
FLEET SERVICES/WEX BANK	4,971.89
GENE-O'S COUNTRYSIDE REST LLC	5,298.56
LONG PRAIRIE SANITARY SERVICE	2,957.21
MIDWAY FORD COMPANY	24,730.27
MN DEPT OF FINANCE	5,492.00
MORRISON COUNTY	44,834.40
Prairie Lakes Municipal Solid Waste Auth	14,326.22
RESOURCE TRAINING AND SOLUTIONS	202,696.50
STEARNS COUNTY HWY DEPT	34,176.61
SWARTZENTRUBER/ENOS M & MARY	2,850.00
TODD CO AGRICULTURAL SOC.	10,000.00
TODD COUNTY DAC	4,642.63
TODD SOIL & WATER CONS DIST	11,010.66
TRI CITY PAVING INC	87,791.40
VERIZON	3,353.35
PAYMENTS LESS THAN 2000	17,359.97
BEN'S STRUCTURAL FAB INC	33,388.55
BLANSHAN CONST SERVICES	22,800.00
CENTERPOINT ENERGY	4,327.11
CENTRAL SUSPENSIONS INC	8,550.00
CITY OF LONG PRAIRIE	7,670.12
CONTEGRITY GROUP INC	4,039.74
EAGLE CONST CO INC	90,174.00
FLEET SERVICES DIVISION	3,441.60
GUSTAFSON MECHANICAL INC	15,265.73
LONG PRAIRIE OIL COMPANY	33,034.10
MN ELEVATOR INC	19,534.47
RIKE-LEE ELECTRIC INC	3,745.85
ROYL MASONRY COMPANY	33,005.85
TODD TRAILS ASSOCIATION	53,777.25
YAMRY CONSTRUCTION INC	11,853.32
PAYMENTS LESS THAN 2000	5,691.36
AMERICAN HERITAGE	5,947.44
NESSLER/DUANE	8,500.00
NORTHERN STAR COOP	3,842.11
PEMBERTON SORLIE RUFER & KERSHNER	11,868.06
STEINER LUMBER	5,349.01
STOECKEL JAHNER INC	10,200.00
UNIV OF MN-EXT FISCAL & ACCT	30,133.14

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PAYMENTS LESS THAN 2000	9,765.99
CARD SERVICES COBORNS	2,893.18
CENTERPOINT ENERGY	4,346.19
KEPPERS/TOM	15,164.25
MINNESOTA POWER & LIGHT	13,309.80
RAINBOW RIDER	5,000.00
WILLIAMSON/THOMAS	3,928.00
ZAYO ENTERPRISE NETWORKS	3,193.52
PAYMENTS LESS THAN 2000	12,121.37
PAYMENTS LESS THAN 2000	5,011.28
FINAL TOTAL	1,024,406.75

Commissioner Warrants

Vendor Name	Amount
ECKMAAHS & ASSOCIATES, LLC	2,860.00
INDEPENDENT EMERGENCY SERVICES	20,420.32
IVERSON REUVERS LLC	9,858.18
KRIS ENGINEERING	15,415.41
MASWCD	2,249.50
MCCC, MI33	11,658.14
MCIT	18,308.00
MN COUNTY ATTORNEY'S ASSOC	2,685.00
MN STATE SHERIFFS ASSOC	5,320.28
MORRISON CO PUBLIC HEALTH SERV	4,895.45
NORTH AMERICAN SALT	41,679.76
NORTHERN STAR COOP	3,238.09
OLSON'S TRUCK & TRACTOR SER	2,733.12
SPECTRUM PRINTING	2,119.58
WIDSETH SMITH NOLTING INC	2,203.50
YIPA	2,325.00
ZUERCHER TECHNOLOGIES LLC	11,476.00
PAYMENTS LESS THAN 2000	51,011.39
FINAL TOTAL	210,456.72

On a motion by Kneisl and second by Erickson, the preceding minutes of the County Board meeting held January 21, 2014 were duly approved by a unanimous vote of the Todd County Board of Commissioners at the Regular Board Meeting held on February 18, 2014.

Witness my hand and seal:



Gary Kneisl, County Board Chairperson

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A handwritten signature in cursive script, appearing to read "Denise Gaida", written over a horizontal line.

Denise Gaida, Todd County Auditor-Treasurer