

# TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
May 6, 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 6<sup>th</sup> day of May, 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 Kircher, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented with the following and addition.

1. Remove – Joint Ditch Board Discussion
2. Add – Expo Building Roof Discussion
3. Benson Spraying Topic from April 1, 2014 to approve authorization

## **Routine Business**

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the April 15, 2014 Regular Board Minutes as read.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Actions of HHS Committee Meeting held April 22, 2014 in accordance with the minutes on file in the Todd County Administration Office.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants #37360 - #37497 in the amount of \$96,927.96.

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Auditor Warrants #222373 - #222524 in the amount of \$729,892.97.

Introduction of new employee, Blake Dixon. Blake was hired on 4/7/14 to fill vacancy in the Assessor's Office. The Todd County Board of Commissioners approved the hiring of Blake Dixon at the 4/1/14 Commissioners Meeting and has requested the opportunity to formally acknowledge him as a new employee.

On motion by Neumann and second by Kircher, the following resolution was introduced and adopted by roll call vote: Neumann, yes; Kircher, yes; Erickson, yes; Kneisl, yes.

### **REPURCHASE OF TAX-FORFEITED PROPERTY**

WHEREAS, Marla Hardy, has submitted an application for repurchase of the following described tax-forfeited lands: Parcel 19-0049600, being Lot 4 of Block 6 in Sylvan Shores Villa.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approves the application for repurchase of tax-forfeited lands submitted by Marla Hardy for Parcel 19-0049600.

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

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WHEREAS, Todd County has budgeted for 2014 an appropriation of \$200 per Senior Citizen Center in Todd County;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the 2014 payment of \$200 for each Senior Citizen Center located in Todd County.

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

## **MEMORIAL DAY APPROPRIATION**

WHEREAS, Todd County has budgeted for 2014 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 2014 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.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve a one year Off Sale Liquor License for Full O Fun LLC dba Saukinac Campground effective April 1, 2014

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve an On & Off Sale 3.2 Malt Liquor License for Hometown Bakery Care, Inc. dba Hometown Holiday Resort for May 10, 2014 thru October 31, 2014.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve maintenance agreement with Metro Sales to purchase a copier for the Veteran's Service Office under grant funding.

On motion by Kircher and second by Erickson the following motion was introduced and adopted by unanimous vote: To approve Delvin Durham to coordinate with the Hockey Association displaying of the 4-H signs at the Todd County Expo Building.

Discussion was held regarding Delvin Durham to obtain a second estimate for roof maintenance at the Todd County Expo Building and to bring this information to the next work session.

## **Public Works**

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

**SP 077-610-011 Federal Fund Exchange – MnDOT Agreement 05857**

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WHEREAS, the Federal Fund Exchange Program is a voluntary program which allows state aid agencies, who have been selected to receive federal funds, to trade federal funds with other state aid agencies in exchange for state aid funds, and;

WHEREAS, Stearns County is in need of federal funds for SP 073-602-045 in Fiscal Year 2017, and;

WHEREAS, Todd County has federal funds designated for SP 077-610-011 in Fiscal Year 2017, and;

WHEREAS, Todd County is willing to transfer \$532,000 of federal funds (designated for SP 077-610-011) by MnDOT Agreement 05857 to Stearns County in exchange for Stearns County transferring \$532,000 of state aid funds (designated for SP 073-602-045) to Todd County by MnDOT Agreement 05858.

NOW, THEREFORE BE IT RESOLVED, that pursuant to Minnesota Stat. Sec. 161.36, the Commissioner of Transportation be appointed as Agent of Todd County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects, and;

BE IT FURTHER RESOLVED, the Chairman of the Todd County Board of Commissioners and the Todd County Auditor/Treasurer are hereby authorized and directed for and on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement No. 05857", a copy of which agreement was before the County Board and which is made a part hereof by reference.

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

## **AWARD OF CONSTRUCTION CONTRACT: CP 77-14-03 (PAVEMENT MARKINGS)**

WHEREAS, Sealed Bids were received on April 30<sup>th</sup>, 2014 by the Todd County Public Works Director and Todd County Auditor/Treasurer for CP 77-14-03, said project for pavement markings on various Todd County highways, and;

WHEREAS, Sealed bids were received from Traffic Marking Services, Inc. of Maple Lake, Minnesota (\$87,135.41) and AAA Striping Service Co. of Saint Michael, Minnesota (\$89,809.96).

NOW, THEREFORE BE IT RESOLVED, That the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction project to Traffic Marking Services, Inc. of Maple Lake, Minnesota based on their low bid of \$87,135.41.

On motion by Neumann and second by Erickson the following motion was introduced and adopted by unanimous vote: To approve the County Engineer to enter into a contract with Kong-Crete Finishes Inc. to furnish and install a high performance epoxy flooring system to the Public Works Northern Shop concrete floor for \$29,300.00. (Quote on file in the Administration Office).

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

## **AWARD OF CONSTRUCTION CONTRACT FOR 2014 BITUMINOUS HIGHWAY PROJECTS**

WHEREAS, sealed bids were received on April 30<sup>th</sup>, 2014 by the Todd County Public Works Director and the Todd County Auditor/Treasurer for SAP 077-621-018, SAP 077-623-009, SAP 077-644-001, CP 14:62, CP 14:67, CP 77-14-01 and CP 77-14-06, said projects for earth shouldering, pipe replacements, bituminous paving, and aggregate shouldering on various Todd County Highways, and;

WHEREAS, the following sealed bids were received:

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|                                |                         |                |
|--------------------------------|-------------------------|----------------|
| Anderson Brothers Construction | Brainerd, Minnesota     | \$2,891,311.33 |
| Hardrives, Inc.                | Rogers, Minnesota       | \$3,063,134.34 |
| Tri-City Paving                | Little Falls, Minnesota | \$3,073,101.93 |
| Central Specialties, Inc.      | Alexandria, Minnesota   | \$3,291,687.71 |
| Knife River Corporation        | Sauk Rapids, Minnesota  | \$3,421,676.38 |
| Mark Sand & Gravel             | Fergus Falls, Minnesota | \$3,611,168.33 |

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction projects to Anderson Brothers Construction of Brainerd, Minnesota based on their low bid of \$2,891,311.33.

## Solid Waste/Transfer Station

On motion by Kircher and second by Neumann, the following resolution was introduced and adopted by unanimous vote: To approve the hiring of Michael Zimmermann as Full Time Truck Driver/Light Equipment Operator at a Grade 17 Step 5 effective May 6, 2014.

## Ditch & Ag Department

Discussion was held regarding Rinke Noonan's request for a \$500 contribution to go toward a joint submission of comments regarding the EPA and Army Corps proposed rule change. No Action Taken.

## Sheriff's Department

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by majority vote with Kircher voting against: To approve to hire Johnny Saarela as a full-time Jailer/Dispatcher effective May 4th, 2014 at a Grade 17, Step 8.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve to post in-house Full Time Dispatch Supervisor.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve to post in-house Full Time Jailer/Dispatcher.

## Health & Human Services

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the hire of Chris Kassube to HHS Office Support Specialist at Grade 15, Step 1 effective May 12, 2014.

## South Country Health Alliance

Leota Linda, CEO of South Country Health Alliance presented the 2013 Annual Reports. (Financial Reports on file in the Administration Office).

## Commissioner's Report

Erickson reported the walk through of the Todd County Annex new construction was scheduled for May 9, 2014 and has been changed to May 12, 2014. Erickson also reported that the construction at the Main Street Government Center has been finished.

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On motion by Neumann and second by Erickson the following motion was introduced and adopted by unanimous vote: To amend the Agenda with the addition of the Benson Air Arial Spraying Board Action needing action taken for acknowledgement of Arial Spraying for the year 2014.

Commissioner Kneisl recessed the meeting until May 20, 2014.

## Commissioner Warrants

| Vendor Name                    | Amount    |
|--------------------------------|-----------|
| DELL MARKETING L.P.            | 5,472.60  |
| HILLYARD                       | 2,721.23  |
| MANSION GROVE HOUSE LLC        | 3,700.05  |
| MORRISON CO PUBLIC HEALTH SERV | 2,434.01  |
| NORTHERN STAR COOP             | 2,846.36  |
| PHEASANTS FOREVER              | 18,385.50 |
| RELIANCE TELEPHONE INC         | 3,000.00  |
| SHI CORP                       | 2,000.00  |
| SHIRLEY'S GAS & GROCERIES      | 3,295.14  |
| WEST CENTRAL TECH SERVICE AREA | 7,500.00  |
| Payments less than 2000        | 45,573.07 |
| Final Total                    | 96,927.96 |

## Auditor Warrants

| Vendor Name                     | Amount    |
|---------------------------------|-----------|
| AMERICAN HERITAGE BANK          | 31,027.22 |
| CITY OF ST CLOUD                | 4,518.10  |
| CLIFTON LARSONALLEN, LLP        | 4,000.00  |
| COMPUTER PROFESSIONALS          | 7,144.00  |
| FLEET SERVICES/WEX BANK         | 7,512.35  |
| LONG PRAIRIE SANITARY SERVICE   | 2,919.71  |
| MN DEPT OF FINANCE              | 5,797.50  |
| Otter Tail County Treasurer     | 22,320.40 |
| VERIZON                         | 3,083.01  |
| Payments less than 2000         | 10,312.72 |
| GUSTAFSON MECHANICAL INC        | 3,080.00  |
| PETERS & CHURCHWELL             | 5,900.00  |
| STOECKEL JAHNER INC             | 9,075.00  |
| Payments less than 2000         | 2,941.27  |
| AMERICAN SOLUTIONS FOR BUSINESS | 9,591.46  |
| CARD SERVICES COBORNS           | 3,520.35  |
| GENE-O'S COUNTRYSIDE REST LLC   | 5,511.09  |
| LONG PRAIRIE OIL COMPANY        | 25,839.97 |
| MINNESOTA POWER & LIGHT         | 13,658.92 |
| MORRISON COUNTY                 | 15,473.90 |
| NORTH AMERICAN SALT             | 3,794.29  |

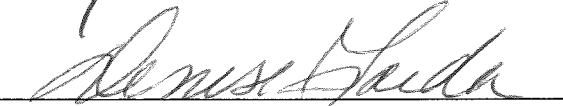
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|  |            |
|--|------------|
| Prairie Lakes Municipal Solid Waste Auth | 40,200.72  |
| SERVICEMASTER CLEAN OF LITTLE FALLS      | 44,172.15  |
| Todd County DAC                          | 3,050.94   |
| Payments less than 2000                  | 12,153.07  |
| AMERICAN HERITAGE                        | 8,674.89   |
| CENTERPOINT ENERGY                       | 8,748.85   |
| CONTEGRITY GROUP INC                     | 2,494.87   |
| FLEET SERVICES DIVISION                  | 3,556.32   |
| MITCH'S FUEL SERVICE                     | 25,650.00  |
| PEMBERTON SORLIE RUFER & KERSHNER        | 7,020.90   |
| RAINBOW RIDER                            | 5,000.00   |
| STAPLES ADVANTAGE                        | 3,168.23   |
| STUDIO E ARCHITECTS LLC                  | 5,205.00   |
| THREE STAR CONSTRUCTION INC              | 38,494.00  |
| TODD TRAILS ASSOCIATION                  | 29,876.25  |
| ZAYO ENTERPRISE NETWORKS                 | 4,400.70   |
| Payments less than 2000                  | 7,698.02   |
| ANOKA CO GOVERNMENT CENTER               | 16,407.00  |
| FRESHWATER EDUCATION DISTRICT 6004       | 9,381.00   |
| RESOURCE TRAINING AND SOLUTIONS          | 199,903.50 |
| SELECT ACCT WELLNESS INCENTIVE           | 29,520.00  |
| TODD CO AUD/TREAS INS PAYMENT            | 13,811.50  |
| TRIMIN SYSTEMS INC                       | 4,012.16   |
| VERIZON                                  | 2,001.87   |
| Payments less than 2000                  | 8,269.77   |
| Final Total                              | 729,892.97 |

On a motion by Neumann and second by Erickson, the preceding minutes of the County Board meeting held May 6, 2014 were duly approved by a unanimous vote of the Todd County Board of Commissioners at the Regular Board Meeting held on May 20, 2014.

Witness my hand and seal:

  
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Gary Kneisl, County Board Chairperson

  
\_\_\_\_\_  
Denise Gaida, Todd County Auditor-Treasurer