

# TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
June 3, 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 3<sup>rd</sup> day of June, 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 Becker, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented with the following changes.

1. Remove – Recorder's Office, Long Prairie Airport Topic

## Routine Business

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the May 20, 2014 Regular Board Minutes as read.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants #37659 – 37762 in the amount of \$68,057.69.

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Auditor Warrants #222525 – 222775 in the amount of \$8,238,470.99.

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the actions of HHS Committee Meeting held May 27, 2014 in accordance with the minutes on file in the Todd County Administration Office.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To appoint Glen Sanders for the 1 of 2 open members of the Sauk River Watershed District Board of Managers positions.

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

### **A RESOLUTION APPROVING MODIFICATIONS TO THE JOINT POWERS AGREEMENT FORMING THE CENTRAL MINNESOTA EMERGENCY SERVICES BOARD**

WHEREAS, Todd County is a participating member of the Central Minnesota Emergency Services Board (hereinafter the "Board"), a Joint Powers Entity formed pursuant to Minnesota Statutes 403.39 and 471.59 and;

WHEREAS, a Joint Powers Agreement creating the Board was approved by the parties to the Agreement comprising the Board including, and;

WHEREAS, the Minnesota legislature has amended Minnesota Statute 403.39 by adding a new section entitled "Regional Emergency Communications Boards" that provides authority for Regional Radio Boards to assume responsibility for coordinating regional 911 services, and;

# TODD COUNTY BOARD OF COMMISSIONERS

WHEREAS, compliance with this amendment to Minnesota statute requires modification of the existing Joint Powers Agreement, and;

WHEREAS, the Board recommends modification of the Joint Powers Agreement governing the Board to provide for regional coordination of 911 services and public safety broadband data services.

NOW THEREFORE, BE IT RESOLVED, the Board of Commissioners (City Council) approves the modifications to the Joint Powers Agreement recommended by the Board and attached hereto.

AND BE IT FURTHER RESOLVED, that Gary Kneisl is hereby authorized to execute the required addendum to the existing Joint Powers Agreement to implement the authorized modifications.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the transfer of funds as presented on the Budget Request Form to transfer of contingency Funds in Sheriff's Department – Carryover funds from 2013 to 2014 in the amount of \$1,681.60.

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the transfer of funds as presented on the Budget Request Form to transfer carryover funds from 2013 to 2014 in the amount of 21,197.23.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve transfer of Funds in the Todd Wadena Community Corrections Systems in the amount of \$280,247.00.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the transfer of funds as presented on the Budget Request Form to transfer funds from Todd County Allocation Funds to Todd County Development Corporation in the amount of \$79,900.00.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve a 1 Day Temporary On Sale Liquor License for Prairie Dusters Saddle Club for June 14, 2014 at 25864 County 48, Long Prairie, MN.

## Public Works

On motion by Becker and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the County Board Chairman and Vice-Chairman to sign attached easement for Parcel 07-4002000 as part of Bridge #89968 Replacement Project known as SAP 077-598-026.

## Soil, Water & Conservation District Division

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Todd County Soil & Water Conservation District Board of Supervisors accepting the responsibility of coordinating, assembling, writing and implementing the revised local water management plan and recommend updating the Todd County Comprehensive Local Water Management Plan as required by the State of Minnesota

# TODD COUNTY BOARD OF COMMISSIONERS

## Clifton, Larson & Allen

Doug Host, CPA partner at CliftonLarsenAllen was present and gave the Audit Presentation, Exit Conference Year Ending December 31, 2013 for Todd County.

## Human Resources

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the hiring of Nicholas Parteka as Part Time Summer Help (seasonal temporary) at the Solid Waste Department at \$9.00/hr.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the hiring of Tyler Retka as Part Time Summer Help (seasonal temporary) at the Solid Waste Department at \$9.00/hr.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve Sarah Booker be hired as the Dispatch Supervisor effective June 1, 2014 at a Grade 19, Step 7, 23.903/hr.

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve to hire Curtis Hakala as a full-time Jailer/Dispatcher effective June 1, 2014 at a Grade 17, Step 1. 14.529/per hour.

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve to hire Dan Gaida as a full-time Jailer/Dispatcher effective June 1, 2014 at a Grade 17, Step 1. 14.529/per hour.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Todd County Sheriff's Office hire Josiah Fuhrman, Abe Salber and James Uhlman as part-time Court Security personnel effective June 1, 2014 at a Grade 18, Step 1. 15.318/per hour.

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous vote: To accept notice of retirement for Liane Ahrendt, effective 7/11/2014.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve waiving the 90 day waiting period and allow Human Resources to begin to recruit, interview and recommend hiring to fill the Office Support Specialist vacancy.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by majority vote with Neumann voting against: To appoint Alisha Johnson to HHS Registered Nurse at Grade 20, Step 4.

Discussion and re-organization has begun for the EAP Program. On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To discontinue the loan

# TODD COUNTY BOARD OF COMMISSIONERS

program for furnaces etc. After further discussion it was decided that the HHS Department bring a Board Action to the next Commissioner Meeting to continue the EAP program.

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve authorizing an additional 1% COLA for non-union staff effective on pay date July 9, 2014.

## Commissioner's Report

At the next Commissioner Meeting June 17, 2014 committee assignments will be made for the new Commissioner Barb Becker. Neumann will be attending the AMC District 4 Conference on June 6, 2014 in Wheaton, MN. Kircher will be attending the MRCC Board in Grand Rapids and will report at the next Board Meeting.

Commissioner Kneisl recessed the meeting until June 17, 2014.

### Commissioner Warrants

| Vendor Name                    | Amount    |
|--------------------------------|-----------|
| BEAVER/GARY                    | 4,902.00  |
| BROWERVILLE TRUCKWASH/BIG BOYZ | 3,405.10  |
| DRAPERY DESIGNS                | 2,724.68  |
| LAMAR CO                       | 4,412.00  |
| MCCC, MI33                     | 4,771.06  |
| MORRISON CO PUBLIC HEALTH SERV | 2,668.66  |
| NORTHERN BANKNOTE CO           | 2,662.88  |
| SHIRLEY'S GAS & GROCERIES      | 3,889.29  |
| TRUENORTH STEEL                | 7,935.80  |
| Payments less than 2000        | 30,686.22 |
| Final Total                    | 68,057.69 |

### Auditor Warrants

| Vendor Name                    | Amount    |
|--------------------------------|-----------|
| COMPUTER PROFESSIONALS         | 4,800.00  |
| HOTEL AND LEISURE SERVICES LTD | 2,069.00  |
| LONG PRAIRIE OIL COMPANY       | 5,822.52  |
| LONG PRAIRIE SANITARY SERVICE  | 2,855.49  |
| MN DEPT OF FINANCE             | 7,356.50  |
| MORRISON COUNTY                | 37,642.80 |
| Payments less than 2000        | 9,149.10  |
| AMERICAN HERITAGE BANK         | 26,984.20 |
| CARD SERVICES COBORNS          | 2,674.31  |
| CLIFTON LARSONALLEN, LLP       | 31,500.00 |
| FELLING TRAILERS               | 26,092.61 |
| FLEET SERVICES/WEX BANK        | 6,975.49  |
| GENE-O'S COUNTRYSIDE REST LLC  | 4,512.30  |
| MINNESOTA POWER & LIGHT        | 10,610.98 |
| NORTHERN STAR COOP             | 3,098.70  |

# TODD COUNTY BOARD OF COMMISSIONERS

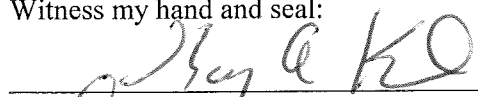
|                                     |              |
|-------------------------------------|--------------|
| Prairie Lakes Municipal Solid Waste | 24,140.76    |
| RAINBOW RIDER                       | 17,057.02    |
| TODD COUNTY DAC                     | 3,774.00     |
| Payments less than 2000             | 11,495.54    |
| AMERICAN HERITAGE                   | 11,503.86    |
| DELL MARKETING L.P.                 | 2,398.85     |
| METRO SALES INC                     | 3,659.81     |
| PEMBERTON SORLIE RUFER & KERSHE     | 9,700.93     |
| PETERS & CHURCHWELL                 | 2,830.89     |
| WONDERLICH/SCOTT A                  | 2,335.50     |
| Payments less than 2000             | 15,409.84    |
| CENTERPOINT ENERGY                  | 3,484.16     |
| CREATIVE FLOORS TAC INC             | 15,890.83    |
| PEMBERTON SORLIE RUFER & KERSHE     | 7,524.18     |
| RESOURCE TRAINING AND SOLUTIONS     | 201,389.50   |
| TODD CO AUD-TREAS                   | 14,396.50    |
| TODD TRAILS ASSOCIATION             | 5,975.25     |
| Payments less than 2000             | 9,018.47     |
| AMERICAN HERITAGE BANK              | 1,027,165.57 |
| BIG SWAN LAKE IMPROVEMENT DIST.     | 8,112.40     |
| CITY OF BERTHA                      | 95,699.72    |
| CITY OF BROWERVILLE                 | 154,648.87   |
| CITY OF BURTRUM                     | 10,581.29    |
| CITY OF CLARISSA                    | 95,447.46    |
| CITY OF EAGLE BEND                  | 123,912.92   |
| CITY OF GREY EAGLE                  | 53,407.50    |
| CITY OF HEWITT                      | 33,302.16    |
| CITY OF LONG PRAIRIE                | 406,016.50   |
| CITY OF OSAKIS                      | 72,568.43    |
| CITY OF STAPLES                     | 399,131.17   |
| CITY OF WEST UNION                  | 7,155.21     |
| REGION V DEVELOPMT COMMISSION       | 12,678.97    |
| SAUK RIVER WATER SHED DISTRICT      | 60,652.56    |
| SCHOOL DISTRICT 213                 | 414,365.80   |
| SCHOOL DISTRICT 2170                | 421,752.54   |
| SCHOOL DISTRICT 2753                | 1,215,508.36 |
| SCHOOL DISTRICT 2759                | 150,788.97   |
| SCHOOL DISTRICT 486                 | 186,674.79   |
| SCHOOL DISTRICT 487                 | 4,182.46     |
| SCHOOL DISTRICT 740                 | 49,930.40    |
| SCHOOL DISTRICT 743                 | 311,530.25   |
| SCHOOL DISTRICT 786                 | 219,530.74   |
| SCHOOL DISTRICT 787                 | 234,821.23   |


# TODD COUNTY BOARD OF COMMISSIONERS

|                         |              |
|-------------------------|--------------|
| SCHOOL DISTRICT 789     | 5,605.77     |
| SCHOOL DISTRICT 790     | 6,923.37     |
| SCHOOL DISTRICT 818     | 28,200.68    |
| TOWN OF BARTLETT        | 47,607.93    |
| TOWN OF BERTHA          | 45,159.19    |
| TOWN OF BIRCHDALE       | 79,684.00    |
| TOWN OF BRUCE           | 72,116.91    |
| TOWN OF BURLEENE        | 41,512.01    |
| TOWN OF BURNHAMVILLE    | 86,942.32    |
| TOWN OF EAGLE VALLEY    | 57,326.86    |
| TOWN OF FAWN LAKE       | 90,247.56    |
| TOWN OF GERMANIA        | 35,173.27    |
| TOWN OF GORDON          | 56,875.37    |
| TOWN OF GREY EAGLE      | 120,013.10   |
| TOWN OF HARTFORD        | 84,802.89    |
| TOWN OF IONA            | 53,901.49    |
| TOWN OF KANDOTA         | 50,107.40    |
| TOWN OF LESLIE          | 87,423.88    |
| TOWN OF LITTLE ELK      | 47,808.12    |
| TOWN OF LITTLE SAUK     | 67,327.98    |
| TOWN OF LONG PRAIRIE    | 69,872.42    |
| TOWN OF MORAN           | 56,467.41    |
| TOWN OF REYNOLDS        | 52,591.04    |
| TOWN OF ROUND PRAIRIE   | 104,221.82   |
| TOWN OF STAPLES         | 103,016.40   |
| TOWN OF STOWE PRAIRIE   | 55,908.61    |
| TOWN OF TURTLE CREEK    | 43,462.34    |
| TOWN OF VILLARD         | 125,144.49   |
| TOWN OF WARD            | 57,242.91    |
| TOWN OF WEST UNION      | 46,936.66    |
| TOWN OF WYKEHAM         | 42,067.85    |
| Payments less than 2000 | 3,082.78     |
| Final Total             | 8,238,470.99 |

On a motion by Kircher and second by Neumann, the preceding minutes of the County Board meeting held June 3, 2014 were duly approved by a unanimous vote of the Todd County Board of Commissioners at the Regular Board Meeting held on July 1, 2014.

Witness my hand and seal:

  
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Gary Kneisl, County Board Chairperson

  
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Denise Gaida, Todd County Auditor-Treasurer