

TODD COUNTY BOARD OF COMMISSIONERS

Regular Board Meeting Agenda

Date: December 30, 2014

Time: 9:00 AM

Meeting to be held in the County Board Room, Historic Courthouse located at 215 1st Avenue South
Suite 300, Long Prairie, Minnesota 56347

Item #		Approx. Time
1	Call to Order and Roll Call	9:00
2	Pledge of Allegiance	9:01
3	Amendments to the Agenda	9:03
4	Potential Consent Items	9:05
4.1	Approve December 12 & 16, 2014 Board Meeting Minutes	
4.2	Approve HHS Meeting Minutes 12/23/2014	
4.3	Approve Commissioner Warrants	
4.4	Gambling Permit - Sauk Valley Gobblers	
4.5	Swanville Sobieski Lions 3.2 Malt Liquor License	
4.6	Airport Improvement Project Funds Rollover	
4.7	Solid Waste Enterprise Fund Budget	
4.8	Appoint Medical Examiner for 2015	
4.9	Set Board Salaries Per Diem and Mileage	
4.10	Transfer of Funds - Administration	
4.11	Transfer of Funds - GIS	
5	Planning & Zoning	9:20
5.1	BRF Aquatic Invasive Species Grant Funds	
5.2	BRF P & Z Grant Allocations FY 14 to FY 15	
5.3	Fee Schedule	
6	Sheriff's Department	9:35
6.1	Advertise Part Time Jailor/Dispatcher	
6.2	Approve to Post In House Full Time Jailor/Dispatcher	
6.3	Resignation - Jailor/Dispatcher	
6.4	Resignation - Jailor/Dispatcher	
7	Human Resources	9:50
7.1	Set Elected Officials Salaries	
7.2	Leave of Absence - Asmus	
7.3	Leave of Absence - Gaida	
	Standing Reports	
	Auditor - Treasurer Report	
	Commissioners' Report	

The County Board Meeting will begin promptly at the prescribed time. The County Board reserves the right to alter the order of the agenda items and the amount of time allowed for an item based on business needs.

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 201411230-	

Title (for publication with the Agenda): Approve December 12 and December 16, 2014 Meeting Minutes	
Date of Meeting: December 30, 2014	Total time requested: 2 min
Department Requesting Action: Administration	
Presenting Board Action/Discussion at Meeting: Denise Gaida	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
December 12 and December 16 2014 Meeting Minutes attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Approve Meeting Minutes from December 12, 2014 and December 16, 2014 as read	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures STATE OF MINNESOTA } COUNTY OF TODD } I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:	Seal
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TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Special Meeting of the Todd County Board of Commissioners held on
December 12, 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 12th day of December, 2014 at 9:00 AM. The meeting was called to order by Chairperson Kneisl. The meeting was opened with the Pledge of Allegiance. All Commissioners were 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.

Health & Human Services

Discussion was held regarding sun setting the Home Health Care Program. On motion by Neumann and second by Becker it was decided to table topic until after the first of the year.

Auditor Treasurer

Discussion was held regarding the 2015 final budget. The Auditor Treasurer will bring a resolution to the December 16, 2014 meeting to approve the final budget resolution.

Kneisl recessed the meeting until December 16, 2014.

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
December 16, 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 16th day of November, 2014 at 9:00 AM. The meeting was called to order by Chairperson Kneisl. The meeting was opened with the Pledge of Allegiance. Commissioner Kircher was absent.

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 as presented.

Routine Business

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the December 2, 2014 Commissioner Board Meeting Minutes as read.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Auditor Warrants number 224009 thru 224283 in the amount of \$2,810,692.17.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants number 39375 thru 39516 in the amount of \$152,256.21 and HHS Commissioner Warrants in the amount of \$35,632.64

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

GAMBLING PERMIT FOR NATIONAL WILD TURKEY FEDERATION (STRUTTIN BLACK BEARDS)

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the National Wild Turkey Federation (Strutting Black Beards) through this resolution; NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a one day Gambling Permit for the National Wild Turkey Federation (Strutting Black Beards) to hold a raffle at the Hub Supper Club in Burnhamville Township at the address 30905 County 13, Burtrum, MN on January 31, 2015.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the contract with Peters and Churchwell for public defender services in Todd County for 2015.

Assessors' Office

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve abatements for the year 2013 and 2014 for Connie Runston in the amount of \$108.00.

TODD COUNTY BOARD OF COMMISSIONERS

Initiative Foundation

Eric Stommes from the Initiative Foundation presented on the 2014 Annual Report.

Public Works

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

BID REJECTION FOR SP 077-595-001 (STAPLES DEPOT RESTORATION)

WHEREAS, sealed bids were received on December 5th, 2014 by the Todd County Engineer for SP 077-595-001, said project for the Restoration of the Staples Depot in the City of Staples, and;

WHEREAS, the following sealed bids were received:

Vercon Inc.	Menahga, Minnesota	\$712,131.00
Eagle Construction Co., Inc.	Little Falls, Minnesota	\$734,000.00

and:

WHEREAS, the total available capped funds allocated for this project are \$505,150.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby reject both bids received and instruct the County Engineer to continue to work with Staples Historical Society on the Restoration of Staples Depot known as SP 077-595-001.

Sheriff's Department

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Take Heart Program of the CentraCare Heart & Vascular Center at the St. Cloud Hospital donation of an Automated External Defibrillator (AED) to the Todd County Sheriff's Office.

Todd County Soil & Water District

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

FY 2015 NATURAL RESOURCES BLOCK GRANT AGREEMENT

WHEREAS, the State of Minnesota acting through the Board of Soil and Water Resources and Todd County, and;

WHEREAS, The Laws of Minnesota 2009, Chapter 37, Sec. 3, Subd. 2, and Sec. 5, appropriated funds for the Natural Resources Block Grants (NRBG), to assist with the implementation of comprehensive local water plans, the wetland conservation act, Shoreland, and county feedlot permit programs

WHEREAS, Minnesota Statute 103B.101 subd. 9 (1), and 103B.3369, subd. 5, authorize the Board to award grants, and;

WHEREAS, BWSR has determined Todd County to be eligible and has selected the grantee to participate in NRBG, and the grantee has agreed to appropriate the required local match (\$66,421) and the grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State,

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners accept the \$160,854 in NRBG funding, and;

BE IT FURTHER RESOLVED, that they accept responsible for specific duties as required by the agreement relating to match, reporting and compliance.

TODD COUNTY BOARD OF COMMISSIONERS

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the fund transfers as three transfers requested to appropriate the above funds into SWCD's fund to be used as specified in the NRBG grant agreements: 1) Transfer \$21,641 from 01-611-000-0000-6872 to 79-603-564-0000-5301. 2) Transfer \$68,789 from 01-603-000-0000-6872 to 79-603-551-0000-5301. 3) Transfer \$14,676 from 01-607-000-0000-6872 to 79-603-563-0000-5301.

Todd County Planning & Zoning

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve Conditional Use Permit for a residential subdivision located in Staples Township to be known as "First Addition to Ivan Addition". Plat consists of two lots. Lot 1, Block 1 containing 2.37 acres and Lot 1, Block 2 containing 2 acres. Lots meet the minimum size requirements for Residential-2 zone. Use Permit is required for all subdivisions located in Residential-2 zoned property. Applicant Larry I Hansen, 48787 277th Avenue, Staples, MN 56479. First Addition to Ivan Addition, Lot 1, Block 1 and Lot 1, Block 2, Section 12/13, Twp 122N, Range 33W, Staples Township, Todd County. The existing wetland violation on parcel 22-0012700 be resolved to the satisfaction of the Todd County Wetlands Officer prior to approval of the final plat.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: Rezoning application to change the current zoning of the below described property from Ag/Forestry-1 to Ag/Forestry-2. John Grutsch, PO Box 115, Avon, MN 56310. Property owner: Harold and Patricia Rhode, 33649 Co 2, Grey Eagle, MN 56336. Rezoning application to change the current zoning of the below described property from Ag/Forestry-1 to Ag/Forestry-2. (40 acres) NW4 of NE4, Section 23, Twp 127, Range 32, Grey Eagle Township, Todd County. Parcel #11-0033900. Approved with condition this wording is added to the C.U.P. "This property 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 land 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."

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: Rezoning application to change the current zoning of the below described property within the platted land that is zoned Commercial to Residential-2 to make all the zoning within each lot consistent with the use. Larry Hansen, 48787 277th Avenue, Staples, MN 56479. : Rezoning application to change the current zoning of the below described property within the platted land that is zoned Commercial to Residential-2 to make all the zoning within each lot consistent with the use. Granted contingent to plat finalized and recorded.

Health & Human Services

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the South Country Health Alliance 2014 Community Reinvestment Program grant contract.

Auditor Treasurer

On motion by Becker and second by Erickson, the following motion was introduced and adopted by majority vote with Neumann voting against:

TODD COUNTY BOARD OF COMMISSIONERS

A RESOLUTION TO APPROVE 2015 COUNTY BUDGET

On a motion by Becker and second by Erickson, the following was adopted by majority vote with Neumann voting against:

WHEREAS, the Todd County Board of Commissioners are required to adopt an annual budget and certify it to the County Auditor, and;

WHEREAS, the County Board of Commissioners have had an opportunity to discuss the operations costs and revenues of the County for fiscal year 2015;

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners hereby approve the following as the 2015 Budget for the County of Todd, Minnesota and directs that it be forwarded to the County Auditor.

	2015 Budget	2014 Budget
REVENUES		
Property Tax	13,232,781	11,973,145
State General Purpose Aid	1,323,059	1,331,866
Other Taxes	621,000	106,055
Licenses & Permits	133,540	124,190
Federal Grants	2,869,346	2,774,635
State Aids	6,200,094	6,436,825
Local Grants	0	0
Charges for Service	2,299,731	2,355,773
Misc. Revenue	1,221,234	1,123,860
Interest on Investments	65,200	85,200
Other Financing Sources	224,026	200,000
Transfers	30,000	30,000
Total Revenue & Other Source	28,220,011	26,541,549
EXPENDITURES		
General Government	4,680,912	4,477,483
Public Safety	3,513,069	3,260,762
Highway/Construction	3,654,732	3,915,615
Streets & Highways(Excl. Constr)	2,969,122	2,943,805
Human Services	7,521,205	7,513,019
Health	2,782,092	2,776,731
Culture and Recreation	337,497	319,804
Conservation of Nat. Resources	946,744	710,354
Economic Development	79,790	83,700
Gen Debt Service	592,624	647,900
Capital Outlay	840,384	574,273
Transfers	301,840	310,247
Other Fiscal Charges	0	0
Total Expenditures & Other		
Uses	28,220,011	27,533,693
Budget Balance	0	992,144

TODD COUNTY BOARD OF COMMISSIONERS

On a motion by Erickson and second by Becker, the following was adopted by majority vote with Neumann voting against:

WHEREAS, the laws of the State of Minnesota direct that the Todd County Board of Commissioners are required to approve by resolution a final levy no later than December 30th annually; and

WHEREAS, the Todd County Board of Commissioners have considered the financial situation of the County and had an opportunity to deliberate the levying of property taxes upon property owners within the County.

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners hereby approves the following as the 2015 levy for the County of Todd, Minnesota for property taxes payable in 2015 and directs that it be forwarded to the County Auditor.

	Certified Levy	Program Aid	Local Levy
General Revenue	7,400,416.00	790,104.00	6,610,312.00
Road & Bridge	2,224,728.00	500,000.00	1,724,728.00
Welfare	3,578,723.00		3,578,723.00
Public Health	364,120.00		364,120.00
Comp Water	4,777.00		4,777.00
Regional Library	329,797.00		329,797.00
Bonded Indebtedness	592,624.00		592,624
County Fair	20,000.00		20,000.00
Parks & Trails	7,700.00		7,700.00
Total	14,522,885.00	1,290,104.00	13,232,781.00

Auditor Treasurer Report

Nothing at this time

Commissioner's Report

There will be a facilities meeting Friday 12/19/2014 at the Historic Courthouse. AMC Conference was held in St. Cloud December 8 & 9, 2014.

Commissioner Kneisl recessed the meeting until December 30, 2014.

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20141230-03	

Title (for publication with the Agenda): Approve Actions of HHS Committee Meeting	
Date of Meeting: December 30, 2014	Total time requested: 1 min
Department Requesting Action: Health & Human Services	
Presenting Board Action/Discussion at Meeting: Auditor/Treasurer	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: Approve the Actions of the HHS Committee Meeting held December 23, 2014 in accordance with the minutes on file in the Todd County Administration Office	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures	
STATE OF MINNESOTA } COUNTY OF TODD }	
I, Denise Gaida, Todd County Auditor/Treasurer, hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:	
	Seal

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use):	

Title (for publication with the Agenda): Approve Commissioner Warrants	
Date of Meeting: 12/30/2014	Total time requested: 5 min
Department Requesting Action: Auditor Treasurer Office	
Presenting Board Action/Discussion at Meeting: Denise Gaida	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Printout sent to Commissioners	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
To Approve the Commissioner Warrants number 39517 thru 39669 in the amount of \$162,320.34.	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures
STATE OF MINNESOTA } COUNTY OF TODD } I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:
Seal

JOLENES

12/23/14 3:14PM

**** Todd County ****

WARRANTS FOR PUBLICATION



Page 1

Cutoff 2000

Report Sequence: 1 - Vendor Name



WARRANTS FOR PUBLICATION

Warrants Approved On 12/30/2014 For Payment 12/30/201

<u>Vendor Name</u>	<u>Amount</u>
AMERICAN SOLUTIONS FOR BUSINESS	6,469.86
BRAATEN SAND & GRAVEL	9,569.59
COMPASS MINERALS AMERICA	11,783.51
EAGLE VALLEY PUBLIC SCHOOLS ISD 275	2,930.00
ELECTION SYSTEMS & SOFTWARE INC	12,708.44
FLEET SERVICES DIVISION	2,263.20
LONG PRAIRIE OIL COMPANY	4,203.13
M-R SIGN COMPANY INC	8,824.35
MCCC, MI33	8,348.00
MORRIS ELECTRONICS	2,202.49
NORTHERN STAR COOP	3,011.51
NUSS TRUCK & EQUIP	2,095.07
PEMBERTON SORLIE RUFER & KERSHNEI	2,344.50
ROYAL TIRE	4,837.54
RURAL MN CEP INC	16,790.28
STOECKEL JAHNER INC	10,925.00
TODD CO AUDITOR-TREASURER	4,154.14
WEST CENTRAL TECH SERVICE AREA	5,000.00
135 Payments less than 2000	43,859.73
Final Total:	162,320.34

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20141230-04	

Title (for publication with the Agenda): Gambling Permit - Sauk Valley Gobblers	
Date of Meeting: 12/30/2014	Total time requested: 5 min
Department Requesting Action: Auditor-Treasurer	
Presenting Board Action/Discussion at Meeting: Denise	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Application has been filed in the Auditor-Treasurer's Office	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
to approve a one day gambling permit for the Sauk Valley Gobblers to hold a raffle at Diamond Point in Birchdale Township at the address 12818 Bayview Drive, Sauk Centre, MN on February 28, 2015.	
Financial Implications: \$0	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures	
STATE OF MINNESOTA } COUNTY OF TODD }	
I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:	
Seal	

TODD COUNTY BOARD OF COMMISSIONERS

GAMBLING PERMIT FOR SAUK VALLEY GOBBLERS

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Sauk Valley Gobblers through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a one day Gambling Permit for the Sauk Valley Gobblers to hold a raffle at Diamond Point in Birchdale Township at the address 12818 Bayview Dr, Sauk Centre, MN on February 28, 2015.

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20141230-08	

Title (for publication with the Agenda): Approve One Day 3.2 Malt Liquor License - Swanville & Sobieski Lions	
Date of Meeting: 12/30/2014	Total time requested: 5 min
Department Requesting Action: Auditor-Treasurer	
Presenting Board Action/Discussion at Meeting: Denise	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Application has been filed with the Auditor-Treasurer's Office	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
to approve a one day 3.2 Malt Liquor License for the Swanville & Sobieski Lions for the Long Lake Fishing Derby to be held on 02/21/2015 on Long Lake located in Burtrum, MN.	
Financial Implications: \$0	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures	
STATE OF MINNESOTA } COUNTY OF TODD }	
I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:	
Seal	

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20141230-01	

Title (for publication with the Agenda): Airport Improvement Project Funds Rollover	
Date of Meeting: 12/30/2014	Total time requested: 5 min
Department Requesting Action: Auditor-Treasurer	
Presenting Board Action/Discussion at Meeting: Denise	
Background <input type="checkbox"/> Supporting Documentation enclosed	
The County Board budgeted \$108,000 in 2013 for the County Share of the Airport Improvement Project. The project started in 2013 and to date has had \$70,065.81 in county share of expenses incurred. Unused funds were rolled forward from 2013 into 2014. There is remaining work to be completed on this project and there will be final expenses in 2015 to be paid for this project.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
To roll over the remaining sum of \$37,934.19 from the 2014 Budget to the 2015 Budget for the Airport Improvement Project.	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

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Todd County, MN Budget Request Form



Action Requested
<input type="checkbox"/> Budget Amendment (Complete Section A) <input checked="" type="checkbox"/> Carryover (Complete Section A) <input type="checkbox"/> Purchase (Complete Section B)
FRF Tracking Number (Admin Use) FRF # 20141230-01

Department: 149			
Section A:		Budget Year: 2014 Carryover to Budget Year: 2015	
Transfer from	(Description)	Amount	Transfer to (Description)
- - - - ()		\$	- - - - ()
- - - - ()		\$	- - - - ()
- - - - ()		\$	- - - - ()
- - - - ()		\$	- - - - ()
01- - - -6856 (Airport)		\$37,934.19	01- - - -6856 (Airport)
Total:		\$37,934.19	
Section B:			
Purchase Line Item	(Description)	Amount	Vendor
- - - - ()		\$	
- - - - ()		\$	
- - - - ()		\$	
- - - - ()		\$	
- - - - ()		\$	
Total		\$	
Purpose and/or Description of Purchase, Documentation of Bid Process			
<p>The County Board budgeted \$108,000 in 2013 for the County Share of the Airport Improvement Project. Remaining funds were rolled forward from the 2013 Budget into the 2014 Budget. There are additional funds remaining available and needed to be utilized and forwarded into the 2015 Budget. The current amount remaining in the fund is \$37,934.19.</p> <input type="checkbox"/> Supporting Documentation enclosed			
Authorization		Signature	Date
Purchaser (if completed Section B)			
Department Head:		<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
County Auditor-Treasurer		<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Board Chairperson: Gary Kneisl		<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Filed: <input type="checkbox"/> Department <input type="checkbox"/> Administrator <input type="checkbox"/> Auditor-Treasurer		Warrant Number:	

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20141230-07	

Title (for publication with the Agenda): Solid Waste Enterprise Fund Budget for 2015	
Date of Meeting: December 30, 2014	Total time requested: 5 min
Department Requesting Action: Auditor-Treasurer	
Presenting Board Action/Discussion at Meeting: Denise	
Background <input type="checkbox"/> Supporting Documentation enclosed	
The County Board must approve the Solid Waste Enterprise Fund Budget for 2015.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
To approve the attached resolution for the 2015 Solid Waste Enterprise Fund Budget.	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures STATE OF MINNESOTA } COUNTY OF TODD } I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:	Seal
--	------

Todd County, MN Board Action Form

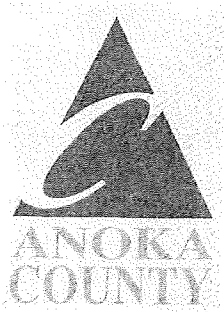


Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20141230-02	

Title (for publication with the Agenda): Appointment of Dr Quinn Strobel - Medical Examiner	
Date of Meeting: December 30, 2014	Total time requested:
Department Requesting Action: Auditor	
Presenting Board Action/Discussion at Meeting: Denise Gaida	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: to approve the appointment of Dr. Quinn Strobl as the Todd County Medical Examiner, effective January 1, 2014 thru December 31, 2015 following original contract approved in 2007	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Passed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures	
STATE OF MINNESOTA } COUNTY OF TODD }	
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Seal	



COUNTY OF ANOKA

HUMAN SERVICES DIVISION ADMINISTRATION & FISCAL SERVICES

GOVERNMENT CENTER • 2100 3RD AVENUE • ANOKA, MN 55303-2264

ADMINISTRATION 763-422-7000 FAX: 763-422-6987
FISCAL SERVICES 763-422-7092 FAX: 763-422-7287

Don Ilse

Human Services Division Manager

Phone: 763-422-7008

June 27, 2014

The Honorable Gary Kneisl, Chair
Todd County Board of Commissioners

and

Denise Gaida, Interim Auditor / Treasurer
Todd County Main Street Government Center
215 First Avenue S – Suite 300
Long Prairie, MN 56347

RE: Medical Examiner Services for 2015

Dear Commissioner Kneisl and Denise:

Anoka County is finalizing its 2015 budget. The medical examiner's budget will show a decrease in per capita costs next year. The 2014 per capita rate of \$2.64 will be reduced to \$2.50 for 2015.

Adjustments have been made according to updated population averages as estimated by the state demographer. As a result, the net reduction by county will vary.

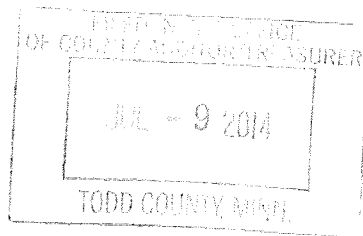
Attached is a chart of all counties, their populations, and contract amounts for 2014 and 2015.

If you have any questions, please don't hesitate to contact Gary Alberts at the Medical Examiner's Office, 763-323-6411, or myself.

Sincerely yours,

Don Ilse, Division Manager
Anoka County Human Services

pm
attachment



*Scanned/mailed
to Board
7-30-14
DB*

Midwest Medical Examiner's Office Per Capita Rate Comparison
 June 27, 2014 / Don Ilse, Anoka County Human Services

County	2010 Population	2011 Population	Two-Year Average Population 2010/2011	Average Population @ \$2.64 = 2014 Contract	2011 Population	2012 Population	Two-Year Average Population 2011/2012	Average Population @ \$2.50 = 2015 Contract
Anoka	330,844	334,053	332,449	\$877,665	334,053	336,748	335,401	\$838,503
Isanti	37,816	38,209	38,013	\$100,354	38,209	38,235	38,222	\$95,555
McLeod	36,651	36,489	36,570	\$96,545	36,489	36,104	36,297	\$90,743
Meeker	23,300	23,242	23,271	\$61,435	23,242	23,056	23,149	\$57,873
Mille Lacs	26,097	26,003	26,050	\$68,772	26,003	25,743	25,873	\$64,683
Sibley	15,226	15,193	15,210	\$40,154	15,193	15,118	15,156	\$37,890
Todd	24,895	24,823	24,859	\$65,628	24,823	24,526	24,675	\$61,688
Wright	124,700	126,033	125,367	\$330,969	126,033	127,133	126,583	\$316,458
Totals	619,529	624,045	621,789	\$1,641,522	624,045	626,663	625,356	\$1,563,393

Population source: Minnesota State Demographic Center

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20141230-05	

Title (for publication with the Agenda): Set Salaries and Per Diem for County Board	
Date of Meeting: December 30, 2014	Total time requested:
Department Requesting Action: Auditor-Treasurer	
Presenting Board Action/Discussion at Meeting: Denise Gaida	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Per State Statute The Salaries and Per Diem for the County Board must be set by the County Board by the end of the year.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
To approve the attached resolution	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Passed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures	
STATE OF MINNESOTA } COUNTY OF TODD }	
I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:	
Seal	

TODD COUNTY BOARD OF COMMISSIONERS

A RESOLUTION ADOPTING 2015 COMMISSIONER COMPENSATION

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and Board members, and;

WHEREAS, the Todd County Board of Commissioners feels as though it is important to make a statement of fiscal restraint with regards to compensation.

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners authorizes to set their Salaries at \$19,097.00 per Commissioner, with a \$1,200 adjustment for the Board Chair, and establishes the County Board per diem to be set at \$50.00, (one per diem per day). The mileage to be reimbursed for the use of personal vehicle for the year 2015 is the federal rate of fifty seven and 1/2 cents (.575) per mile.

Todd County, MN Budget Request Form



Action Requested
<input type="checkbox"/> Budget Amendment (Complete Section A) <input checked="" type="checkbox"/> Carryover (Complete Section A) <input type="checkbox"/> Purchase (Complete Section B)
FRF Tracking Number (Admin Use) FRF # 20141230-09

Department: Carry Forward for Aquatic Invasive Species Grant Funds in "606" Fund			
Section A:		Budget Year: 2014 Carryover to Budget Year: 2015	
Transfer from	(Description)	Amount	Transfer to (Description)
01-606-000-0000-5301 ()		\$64,481.88	01-606-000-0000-5301 ()
- - - - ()		\$	- - - - ()
- - - - ()		\$	- - - - ()
- - - - ()		\$	- - - - ()
- - - - ()		\$	- - - - ()
Total:		\$	
Section B:			
Purchase Line Item	(Description)	Amount	Vendor
- - - - ()		\$	
- - - - ()		\$	
- - - - ()		\$	
- - - - ()		\$	
- - - - ()		\$	
Total		\$	
Purpose and/or Description of Purchase, Documentation of Bid Process			
Purpose is to carry forward AIS Funds so that they are allocated to dedicated use during 2015.			
<input type="checkbox"/> Supporting Documentation enclosed			
Authorization		Signature	Date
Purchaser (if completed Section B)			
Department Head: Tim Stieber		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	12/22/14
County Auditor-Treasurer		<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Board Chairperson: Gary Kneisl		<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Filed: <input type="checkbox"/> Department <input type="checkbox"/> Administrator <input type="checkbox"/> Auditor-Treasurer		Warrant Number:	

Todd County, MN Budget Request Form



Action Requested
<input type="checkbox"/> Budget Amendment (Complete Section A) <input checked="" type="checkbox"/> Carryover (Complete Section A) <input type="checkbox"/> Purchase (Complete Section B)
FRF Tracking Number (Admin Use) FRF # 20141230-10

Department: Carry Forward for Planning and Zoning Fund from FY 14 to FY15			
Section A:		Budget Year: 2014 Carryover to Budget Year: 2015	
Transfer from	(Description)	Amount	Transfer to (Description)
01-105-553-0000-5301	(Septic NRBG)	\$30100	01-105-553-0000-5301 (septic NRBG)
01-105-552-0000-5301	(shoreland)	\$4933	01-105-552-0000-5301 (shoreland)
01-105-553-0101-5301	(MPCA low income)	\$20715	01-105-553-0101-5301 (MPCA low income)
01-105-561-0000-5301-	(Septic III Inventory)	\$25156	01-105-561-0000-5301 (Septic Inventory)
- - - - ()		\$	- - - - ()
Total:		\$80,904	
Section B:			
Purchase Line Item	(Description)	Amount	Vendor
- - - - ()		\$	
- - - - ()		\$	
- - - - ()		\$	
- - - - ()		\$	
- - - - ()		\$	
Total		\$	
Purpose and/or Description of Purchase, Documentation of Bid Process			
Purpose is to carry forward P&Z grant allocations from FY14 to FY15 so that they can be used for the purposes detailed in the grant agreements.			
<input type="checkbox"/> Supporting Documentation enclosed			
Authorization		Signature	Date
Purchaser (if completed Section B)			
Department Head: Tim Stieber		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	12/22/14
County Auditor-Treasurer		<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Board Chairperson: Gary Kneisl		<input type="checkbox"/> Approved <input type="checkbox"/> Denied	
Filed: <input type="checkbox"/> Department <input type="checkbox"/> Administrator <input type="checkbox"/> Auditor-Treasurer		Warrant Number:	

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20141230-18	

Title (for publication with the Agenda): Transfer of Funds to Administration Dept.	
Date of Meeting: 12/30/2014	Total time requested: 5 min
Department Requesting Action: Auditor-Treasurer	
Presenting Board Action/Discussion at Meeting: Denise	
Background <input type="checkbox"/> Supporting Documentation enclosed	
The County Board approved the filling of a Payroll/Collections Specialist position utilizing funds previously allocated to the Extension and HHS Departments via Board Action #20140318-30.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
To transfer the sum of \$29,595 from the 2014 Extension Budget and \$22,082 from the 2014 HHS Budget to the 2014 Administration Budget.	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures	
STATE OF MINNESOTA } COUNTY OF TODD }	
I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:	
Seal	

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20141230-19	

Title (for publication with the Agenda): Transfer of Funds to GIS Dept	
Date of Meeting: 12/30/2014	Total time requested: 5 min
Department Requesting Action: Auditor-Treasurer	
Presenting Board Action/Discussion at Meeting: Denise	
Background <input type="checkbox"/> Supporting Documentation enclosed	
The County Board approved the filling of a GIS position utilizing funds previously allocated to a vacated Generalist position within Property Records and Taxpayers Services division via Board Action #20140401-09.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
To transfer the sum of \$45,255 from the 2014 Generalist-Property Records & Taxpayer Services Budget to the 2014 GIS Budget.	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures	
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Seal	

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20141230-15	

Title (for publication with the Agenda): Fee Schedule for Planning & Zoning	
Date of Meeting: December 30, 2014	Total time requested: 5 min
Department Requesting Action: Planning & Zoning	
Presenting Board Action/Discussion at Meeting: Tim Stieber, Division Director	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Options <input type="checkbox"/> Supporting Documentation enclosed	
2015 Fee Schedule	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: Adopt 2015 Fee Schedule as presented. Proposed changes are: to increase the cost for Advanced SSTS with inspection from the current 500.00 to \$1500.00 to reflect a more accurate cost for these inspections; and to increase the fee for special requests from \$35.00 per hour to \$50.00 to be consistent with other offices within the county.	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures	
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Seal	

Todd County Planning & Zoning – 2015 Fee Schedule

Residential Construction

1. Per 100 sq ft of dwelling structure (includes all floors)	\$ 8.50
2. Minimum dwelling/addition	\$ 25.00
3. Decks (a) 0 – 250 ft	\$ 25.00
(b) 251 ft and over	\$ 50.00
A. Accessory & Agricultural structures	
1. Under 200 sq feet	\$ 25.00
2. 201 – 1,000 sq feet	\$ 50.00
3. 1,001 – 2,000 sq feet	\$ 75.00
4. 2,001 – 5,000 sq feet	\$100.00
5. Over 5,001 sq feet	\$150.00
6. Semi-trailers, Cargo Containers (two per parcel allowed in Cmml & AF1, AF2)	\$ 25.00
B. Commercial & Industrial	
1. Structures – (a) 0 – 120 sq ft - \$50.00	(b) 121 – 750 sq ft - \$100.00
(c) 751 – 1,500 sq ft - \$150.	(d) 1,501 – 5,000 sq ft - \$200.00
(e) Over 5,001 sq ft - \$300	
2. Commercial Towers over 100 ft (plus C.U.P)	\$500.00
3. Gravel Pits (with or without C.U.P.) – valid for four years	\$300.00
4. Adult Use Business Land Use Permit Fee	\$750.00
D. Structural Alteration to Existing Structure or Dwelling	\$ 25.00
Note: If making an outward expansion in any direction, use A, B or C above for fee. Structural alterations are those that affect supporting structural elements of the building and <u>do</u> require a permit – i.e roof rafters, foundation, outside walls, etc... Non-structural “normal maintenance” – singles, doors, windows, siding, etc ... <u>do not</u> require a permit.	
E. Nonconforming Structure Replacement (a building permit will also need to be purchased)	
1. Major Construction (houses, sheds, boathouses)	\$300.00 + permit fee
2. Minor Construction (decks)	\$150.00 + permit fee
F. Shoreland Alteration Permits	\$200.00
G. Shoreland Access Permits	\$150.00
H. Recreational Vehicle Unit Permit	\$ 50.00
I. Sewage Treatment Systems	
1. SSTS with inspection	\$200.00
2. Advanced SSTS with inspection (fee increases if review & design exceed fee)	\$1,500.00
3. Privy Permit (which includes structure)	\$100.00
4. Cluster system (3+ homes)	\$200. + \$50. Per tank
J. Applications	
1. Conditional Use Permit (includes recording fee)	\$300.00
2. Variance Application (includes recording fee)	\$300.00
3. Administrative SSTS Variance (including recording fee)	\$150.00
4. Administrative Acreage Cluster Application	\$300.00
5. Rezoning Application (includes recording fee)	\$300.00
6. Plats: 1 – 4 lots (includes C.U.P.)	\$500 plus \$200 per lot
5 lots & over (includes C.U.P.)	\$1,000 plus \$200 per lot
7. Planned Unit Development Review	\$250.00
8. Environmental Assessment Worksheet Review	\$500.00
K. Other Fees	
1. After-the fact charges	3 times the fee (plus fee) and/or restoration
2. Special hearing fees	actual cost + application fee
3. County Ordinance -	\$35.00
4. Special Requests	\$50/hr with \$50.00 minimum
5. Permit renewal	½ the cost of the original permit
6. Permits to replace structures destroyed by “An act of God”	No Charge

(All Fees are non-refundable)

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20141230-11	

Title (for publication with the Agenda): Advertise for part-time Jailor/Dispatchers	
Date of Meeting: December 30 th , 2014	Total time requested: 5 min
Department Requesting Action: Todd County Sheriff's Department	
Presenting Board Action/Discussion at Meeting: Todd County Sheriff Don Asmus.	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Openings exist for part-time Jailor/Dispatchers within the Todd County Sheriff's Office.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: The Todd County Board of Commissioners authorize Sheriff Asmus to advertise to fill these positions.	
Financial Implications: \$	Comments
Funding Source: Budgeted	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures	
STATE OF MINNESOTA } COUNTY OF TODD }	
I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:	
Seal	

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20141230-12	

Title (for publication with the Agenda): Post in-house for full-time Jailor/Dispatchers	
Date of Meeting: December 30 th , 2014	Total time requested: 5 min
Department Requesting Action: Todd County Sheriff's Department	
Presenting Board Action/Discussion at Meeting: Todd County Sheriff Don Asmus.	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Openings will exist for a full-time Jailor/Dispatcher due to a resignations.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: The Todd County Board of Commissioners approve to post in-house for full-time Jailor/Dispatchers.	
Financial Implications: \$	Comments
Funding Source: Budgeted	
Budgeted: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures	
STATE OF MINNESOTA } COUNTY OF TODD }	
I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:	
Seal	

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use):	

Title (for publication with the Agenda): Accept the Resignation of Johnny Saarela.	
Date of Meeting: December 30 th , 2014	Total time requested: 5 min
Department Requesting Action: Todd County Sheriff's Department	
Presenting Board Action/Discussion at Meeting: Todd County Sheriff Don Asmus.	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Accept the resignation of full-time Jailer/Dispatcher Johnny Saarela effective January 7th, 2015.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: The Todd County Board of Commissioners accept the resignation of Johnny Saarela .	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures	
STATE OF MINNESOTA } COUNTY OF TODD }	
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Seal	

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use):	

Title (for publication with the Agenda): Accept the Resignation of Sara Van Sloun	
Date of Meeting: December 30 th , 2014	Total time requested: 5 min
Department Requesting Action: Todd County Sheriff's Department	
Presenting Board Action/Discussion at Meeting: Todd County Sheriff Don Asmus.	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
Accept the resignation of full-time Jailor/Dispatcher Sara Van Sloun effective January 3 rd , 2015.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion: The Todd County Board of Commissioners accept the resignation Sara Van Sloun.	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures	
STATE OF MINNESOTA } COUNTY OF TODD }	
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Seal	

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20141230-06	

Title (for publication with the Agenda): Set Elected Officials Salaries	
Date of Meeting: December 30, 2014	Total time requested:
Department Requesting Action: HR	
Presenting Board Action/Discussion at Meeting: Karla Nalezny	
Background <input type="checkbox"/> Supporting Documentation enclosed	
See Resolution attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
to approve resolution attached	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Passed	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures
STATE OF MINNESOTA } COUNTY OF TODD }
I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:
Seal

TODD COUNTY BOARD OF COMMISSIONERS

A RESOLUTION ADOPTING 2015 ELECTED OFFICIALS SALARIES

WHEREAS, the Todd County Board of Commissioners are responsible for setting compensation of county employees, elected officials, appointed officials and board members, and

WHEREAS, in a resolution passed on December 30, 2011, and December 18, 2012, the County Board approved salaries for the Elected Officials in accordance with the pay scales adopted by the County Board for non-union staff between the years of 2011-2014.

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners affirms the agreements reached previously with the Elected County Attorney, County Auditor-Treasurer, County Recorder, and the County Sheriff and salaries will be in accordance with the pay scale adopted for 2014.

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20141230-16	

Title (for publication with the Agenda): Leave of Absence - Don Asmus	
Date of Meeting: December 30, 2014	Total time requested: 5 min
Department Requesting Action: HR	
Presenting Board Action/Discussion at Meeting: Karla Nalezny	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
See attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
To approve Donald Asmus be granted a leave of absence as pursuant to Chapter 3, 3.088 effective January 2, 2015.	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures	
STATE OF MINNESOTA } COUNTY OF TODD }	
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Seal	

TODD COUNTY BOARD OF COMMISSIONERS

LEAVE OF ABSENCE – DONALD ASMUS

WHEREAS, the November 2014 election resulted in the election of a Todd County Sheriff's Office employee to the Todd County Sheriff, and;

WHEREAS, the employee has requested a leave of absence from his county position as provided for in Chapter 3, 3.088 of the MN State Statute.

NOW THEREFORE BE IT RESOLVED, that Donald Asmus be granted a leave of absence as pursuant to Chapter 3, 3.088 effective January 2, 2015.

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use): 20141230-16	

Title (for publication with the Agenda): Leave of Absence - Don Asmus	
Date of Meeting: December 30, 2014	Total time requested: 5 min
Department Requesting Action: HR	
Presenting Board Action/Discussion at Meeting: Karla Nalezny	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
See attached	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
To approve Donald Asmus be granted a leave of absence as pursuant to Chapter 3, 3.088 effective January 2, 2015.	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures	
STATE OF MINNESOTA } COUNTY OF TODD }	
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Seal	

TODD COUNTY BOARD OF COMMISSIONERS

LEAVE OF ABSENCE – DENISE GAIDA

WHEREAS, the November 2014 election resulted in the election of a Todd County Sheriff's Office employee to the Todd County Sheriff, and;

WHEREAS, the employee has requested a leave of absence from his county position as provided for in Chapter 3, 3.088 of the MN State Statute.

NOW THEREFORE BE IT RESOLVED, that Donald Asmus be granted a leave of absence as pursuant to Chapter 3, 3.088 effective January 2, 2015.

3.088 LEAVE OF ABSENCE.

Subdivision 1. **Leave of absence without pay.** Subject to this section, any appointed officer or employee of a political subdivision, municipal corporation, or school district of the state or an institution of learning maintained by the state who serves as a legislator or is elected to a full-time city or county office in Minnesota is entitled to a leave of absence from the public office or to employment without pay when on the business of the office, with right of reinstatement as provided in this section.

Subd. 2. **Reinstatement.** Except as provided in this section, upon the completion of the last legislative day in each calendar year, or, in the case of an elected city or county official, on the completion of the final day of the term to which the official was elected, the officer or employee shall be reinstated in the public position held at the time of entry into the legislature or taking city or county office, or be placed in a public position of like seniority, status, and pay if it is available at the same salary which would have been received if the leave had not been taken, upon the following conditions:

(1) that the position has not been abolished or that its term, if limited, has not expired;

(2) that the legislator makes a written application for reinstatement to the appointing authority within 30 days after the last legislative day in a calendar year or, in the case of an elected city or county official, within 30 days after the expiration of the elected term; and

(3) that the request for reinstatement is made not later than ten years after the granting of the leave.

Upon reinstatement, the officer or employee shall have the same rights with respect to accrued and future seniority status, efficiency rating, vacation, insurance benefits, sick leave, and other benefits as if actually employed during the time of the leave. No public employer is required to compensate a reinstated employee or officer for time spent by that employee or officer away from work for the employer and on the business of the state legislature during the period between the first and last legislative day in each calendar year or on the business of an elected city or county office. No officer or employee reinstated shall be removed or discharged within one year after reinstatement except for cause and after notice and hearing, but this does not extend a term of service limited by law.

Subd. 3. **Pension and retirement rights.** A public officer or employee who receives leave of absence under this section or is elected as a state constitutional officer and has rights in a state, municipal, or other public pension, retirement, or relief system shall retain all the rights accrued up to the time of taking leave. Time spent by the employee as a member of the legislature or as an elected city or county official or state constitutional officer shall be calculated in the same manner as if the employee had spent that time in the service of the public employer for the purpose of determining vesting of the employee's rights in the employer's pension, retirement, or relief system. Under no circumstances shall two governmental units pay the employee's share of pension contributions when the employee is on leave of absence to serve in the legislature or as an elected city or county official.

Subd. 4. **Vacancies to be filled temporarily.** When a public officer or employee is absent with leave under this section and it is necessary to provide for the performance of the duties of the absentee's position during the absence, the authority having power to fill a vacancy in the position may appoint an acting incumbent, who shall qualify as required for the regular incumbent, receive the same compensation as fixed by law or proper authority, and have the powers and perform the duties of the position until the return of the regular incumbent. This section does not preclude making other lawful provision for the discharge of the duties of the position.

Subd. 5. **Supplementary.** The rights and privileges granted by this section do not apply if the elected office is constitutionally or legally incompatible with the public office or employment or the elected person chooses to take leave as provided by other law.

Subd. 6. **Pensions.** Notwithstanding any other law or ordinance or state, municipal, or other public retirement or relief association rule or bylaw, a person shall not be disqualified from receiving a legislative retirement pension or allowance because the person is entitled to receive a public pension or retirement benefit as a result of employment by another public employer. The person shall receive both the legislative retirement pension or allowance and any state, municipal, or other public pension or retirement benefit for which the person has qualified.

History: 1974 c 306 s 4; 1977 c 140 s 1-4; 1985 c 248 s 70; 1986 c 444; 1988 c 469 art 1 s 1; 1991 c 308 s 1