

# TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
July 21, 2015*

## 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 21<sup>st</sup> day of July, 2015 at 9:00 AM. The meeting was called to order by Chairperson Kircher. The meeting was opened with the Pledge of Allegiance. All Commissioners present.

## Approval of Agenda

On motion by Kneisl 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 meeting minutes from July 17, 2015.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants numbers 41021 thru 41160 in the amount of \$92,843.83 and Health & Human Services Warrants in the amount of \$28,770.65.

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

### **A RESOLUTION REQUESTING THE CANCELLATION OF MOBILE HOME TAXES AS PER M.S. 277.24**

WHEREAS, after much research has been conducted on the list of parcels below, involving mobile homes, the Todd County Auditor-Treasurer has found they are not collectable, due to either being sold, removed, owners being deceased or moved with no forwarding address, and;

WHEREAS, Minnesota Statute #277.24, allows the Auditor-Treasurer to cancel the taxes due to one or more of the above described circumstances.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby grants permission to the Todd County Auditor-Treasurer to remove the mobile home taxes, per list below, from the tax rolls, for the years listed, in the amount of \$2,158.00 as allowed by Minnesota Statute 277.24.

Parcel #	Name	Rev. Recap.	Delinquent Years	Year Deleted	Misc-Notes	Base Tax	Spec. Asmt.
03-7000173	William VanHavermaet	No	2008, 2009, 2010, 2011, 2012, 2013	2014	MH gone-per Assessor's Office	\$ 174.00	\$ 200.00
06-7000387	Tim Kasper	No	2004, 2005, 2006, 2008, 2009, 2010, 2011	2012	MH gone-per Assessor's Office, mail undeliverable per post office UTF.	\$ 330.00	\$ 258.00
15-7002772	Donna Leder	No	2011, 2012, 2013	2014	MH gone-per Assessor's Office	\$ 68.00	\$ 120.00
38-7002990	Patrick Jensen	No	2003, 2004, 2005, 2006, 2007, 2008, 2009, 2010, 2011	2013	MH gone-per Assessor's Office	\$ 584.00	\$ 320.00
38-7003078	Elmer Killian	No	2011	2013	MH gone-per Assessor's Office, mail undeliverable per post office UTF.	\$ 64.00	\$ 40.00
						<u>\$ 1,220.00</u>	<u>\$ 938.00</u>

**Total Tax & Spec. Asmts. \$ 2,158.00**

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

## **RESOLUTION FOR A PUBLIC LAND AUCTION OF TAX-FORFEITED PARCELS IN TODD COUNTY**

WHEREAS, Tax-Forfeited Parcels in Todd County have been reappraised and classified as provided by M.S. 282.01, and will be offered for sale by the Todd County Auditor/Treasurer at a public auction. Said land auction will commence at 10:00 A.M. on the 21st day of August 2015. The Todd County Auditor/Treasurer is hereby directed to publish a notice of the upcoming land auction as provided by law. BE IT FURTHER RESOLVED, that the terms of sale are as follows:

All property is sold for cash or check only, no payment plans will be offered and full payment is due on the date of sale.

A charge of \$25.00 will be made for each State Deed issued.

A charge of \$46.00 will be made to record the State Deed.

State Deed Tax on the amount of purchase will be collected. (0.0033 x purchase price)

A \$50.00 fee for well certificate, if applicable, will be collected.

A Tax Forfeiture Administration fee of \$250.00 will be collected.

A 3% Assurance Fund charge will be made (as per M. S. 284.28, Subd. 8).

BE IT FURTHER RESOLVED, that Tax-Forfeited Parcels will be offered for sale subject to liens, existing roads, easements and leases, if any, and any special assessments canceled at forfeiture may be reassessed by the municipalities after the sale.

### **Community Corrections**

On motion by Kneisl and second Becker, the following motion was introduced and adopted by unanimous vote: To approve revised budget for the state for calendar year.

### **Economic Development**

Rick Utech, Economic Development Director presented the Semi-Annual Report. (Complete report on file in the Administration Office).

### **Great River Regional Library**

Patricia Waletzko, presented the Great River Regional Library 2016 Budget Information and Strategic Plan Progress information.

### **Lutheran Social Services HOPE Housing**

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

## **RESOLUTION AUTHORIZING APPLICATION FOR MINNESOTA HOUSING AND FINANCE AGENCY**

### **FAMILY HOMELESSNESS PREVENTION AND ASSISTANCE PROGRAM**

WHEREAS, the Minnesota Housing Finance Agency, State of Minnesota, has been authorized to undertake a program to provide funds for Family Homeless Prevention & Assistance Projects; and, WHEREAS, the Lutheran Social Service has developed an application for the Minnesota Housing Finance Agency Family Homelessness Prevention and Assistance Program, and; WHEREAS, Lutheran Social Service has demonstrated the ability to perform the required activities of the Minnesota Housing Finance Agency Family Homelessness Prevention and Assistance Program;

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NOW, THEREFORE, be it resolved that the Lutheran Social Service is hereby authorized as an entity to be charged with the administration of funds made available through the Minnesota Housing Finance Agency Family Homelessness Prevention and Assistance Program in the county of Todd, in Minnesota.

## Assessor's Office

On motion by Kneisl and second Erickson, the following motion was introduced and adopted by unanimous vote: To approve Cory Berg filed an application for Abatement on parcel # 33-0007400. Mr. Berg is requesting that the classification of this parcel be changed from commercial to residential homestead for the 2014 assessment, taxes payable in 2015. This classification change would result in a tax decrease of \$592, and the removal of the solid waste fee of \$46.00.

## Public Works

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

### **FINAL PAYMENT AUTHORIZATION - 2015 HSIP CONTRACT (GROUND-IN WET REFLECTIVE STRIPING)**

WHEREAS, the contract with Century Fence Company for the 2015 HSIP Contract (Ground-in Wet Reflective Striping) known as SP 077-070-006 located on various Todd County Roads, has in all things been completed, and;

WHEREAS, construction work on this contract was scheduled and completed in 2015 with the value of the total work certified being \$244,955.70, and;

WHEREAS, partial payments amounting to \$232,707.91 have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that \$12,247.79 still remains to be paid to Century Fence Company.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners does here accept said completed project for and in behalf of the County of Todd and authorize final payment as specified.

## Sheriff's Department

On motion by Kneisl and second Erickson, the following motion was introduced and adopted by unanimous vote: To approve Sarah Booker as the representative to the Central Minnesota Next Generation 911 committee for Todd County, with Sheriff Asmus as the alternate.

## Emergency Management

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

### **A RESOLUTION DECLARING A STATE OF EMERGENCY**

WHEREAS, the severe weather event of July 12, 2015 impacted the population of Todd County and its cities, and;

WHEREAS, this severe weather event has caused a significant amount of public property damage, infrastructure damage and crop loss, and;

WHEREAS, the Todd County Emergency Management requests the Todd County Board of Commissioners to declare Todd County in a STATE OF EMERGENCY for the severe weather event of July 12, 2015;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners declares Todd County in a State of Emergency, with all the powers and responsibilities attending thereto as provided by Chapter 12, Minnesota Statue, for conditions resulting from the severe weather event of July 12, 2015.

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## Planning & Zoning

On motion by Erickson and second Kneisl, the following motion was introduced and adopted by unanimous vote: Conditional Use Permit to operate a home-based business building custom cabinets and furniture in Shoreland and R-2 Zoning Districts. Owners: Ryan & Anna Spandl, 31402 Killdeer Drive, Browerville, MN 56438. Parcel #12-0045600. Lot 2 & N 95ft of Lot 3 Block 1, John's Addition, Section 8, Hartford Township, Todd County, MN. Approve Conditional Use Permit request with no conditions or changes.

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

### **FINAL PLAT APPROVAL – “GROSBEAK HILLS” SUBDIVISION**

WHEREAS, Applicant Bruce Township applied to subdivide a property located in Section 30 of Bruce Township to create a two lot subdivision in Section 30, Bruce Township to be known as "Grosbeak Hills". Plat consists of Lot 1 (9.48 acres) and Lot 2 (9.08 acres) located in the Agricultural and Forestry 1 Zoning District.

WHEREAS, On May12, 2015 the Bruce Township Board approved “Grosbeak Hills” proposed plat to move forward and be completed with two conditions – 1.) This Govt. 40 would need to be rezoned before any more homes could be built on it, and 2.) Todd County Board of Commissioners approve the subdivision and any conditions they would apply would be met.

WHEREAS, the Planning & Zoning Department has completed the necessary final plat review and find that all items required for final plat approval have been completed.

NOW, THEREFORE BE IT RESOLVED, the final plat of “Grosbeak Hills” subdivision be approved as presented.

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

### **FINAL PLAT APPROVAL – “RODEN FAMILY CEMETERY” SUBDIVISION**

WHEREAS, Applicant Vernon and Marian Roden applied to subdivide property located in Section 27 of Little Elk Township. Plat of “Roden Family Cemetery” subdivision consists of Lot 1, Block 1, Section 27, Twp 130, Range 32, Little Elk Township containing one lot of 1.63 acres and is located in Agricultural and Forestry One Zoning District.

WHEREAS, Applicants appeared before the Todd County Planning Commission at a public hearing on January 8, 2015, where this preliminary plat known as “Roden Family Cemetery” was recommended to the County Board of Commissioner for approval with no conditions or changes; and

WHEREAS, On January 20, 2015 the Todd County Board of Commissioners approved “Roden Family Cemetery” preliminary plat to move forward and be completed with no conditions or changes.

WHEREAS, the Planning & Zoning Department has completed the necessary final plat review and find that all items required for final plat approval have been completed.

NOW, THEREFORE BE IT RESOLVED, the final plat of “Roden Family Cemetery” subdivision be approved as presented.

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On motion by Erickson and second Neumann, the following motion was introduced and adopted by unanimous vote: Appoint Lilah Gripne of Long Prairie to the Todd County Board of Adjustment as District 3's representative.

## Soil & Water Conservation District

Todd SWCD is coordinating a Central Minnesota Decision Maker Workshop schedule for October 7<sup>th</sup>, 2015 in Parkers Prairie at the Prairie Event Center. The event is part of a nine county effort focused on how best to make land use decisions while protecting water quality. The project is funded through MPCA grant funds targeted at watershed education.

On motion by Erickson and second Neumann, the following motion was introduced and adopted by unanimous vote: To approve advertisement, interviews, and selection of the most suitable candidate for Resource Conservationist at Grade 18, Step 1 - 4 for SWCD to manage the Buffer Initiative and other responsibilities.

## Health & Human Services

On motion by Kneisl and second Erickson, the following motion was introduced and adopted by unanimous vote: To hire internal candidate Teresa Scheve into the position of Client Account Specialist effective 08/03/2015. During the month of August Teresa will work between both Client Account Specialist and Eligibility Worker positions.

On motion by Becker and second Neumann, the following motion was introduced and adopted by unanimous vote: To accept the resignation of Bobbi Jo Freie as Eligibility Worker effective July 22, 2015.

On motion by Erickson and second Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the request for TCHHS to recruit and hire one Eligibility Worker, to fill the position left vacant by the resignation of Bobbi Jo Freie.

On motion by Erickson and second Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the request for TCHHS to recruit and hire one Eligibility Worker, to fill the position left vacant by the transfer of Teresa Scheve to Client Account Specialist.

On motion by Becker and second Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the temporary emergency appointment of Bobbi Jo Freie, effective 07/23/15, to the position of Eligibility Worker, not to exceed 67 days.

On motion by Erickson and second Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the request for TCHHS to recruit and hire one Child Support Officer, to fill the position left vacant by the resignation of Tracy Pederson.

## Human Resources

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

**2015 – 2017 AFCSME PUBLIC WORKS MUNICIPAL EMPLOYEES, AFL-CIO LOCAL UNION  
#3525 AGREEMENT**

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WHEREAS, the Todd County Negotiations Team met in negotiations with AFSCME Public Works Local Union #3525, and;

WHEREAS, the parties have reached a tentative agreement, and;

WHEREAS, the AFSCME Public Works Local Union #3525 unit staff have voted to accept the agreement as presented.

NOW, THEREFORE BE IT RESOLVED, it is the recommendation of the Todd County Negotiations Team that the Todd County Board of Commissioners approve the adoption of the attached agreement for 2015 through 2017.

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

**TODD COUNTY BOARD OF COMMISSIONERS PROPOSED RESOLUTION TO ADOPT  
POST-RETIREMENT BENEFIT/MSRS HCSP FOR NON-UNION  
EMPLOYEES FOR INCLUSION IN THE COUNTY PERSONNEL POLICY  
CONSISTENT WITH THE PLANS CURRENTLY PROVIDED TO UNION EMPLOYEES IN  
THE COUNTY COLLECTIVE BARGAINING AGREEMENTS**

WHEREAS, in 2010 the County Board amended the County Policy for the early retirement incentive (originally established in 1995) to pay up to the current single base plan rate for single health insurance premium up to three years, not to exceed the employee's 65<sup>th</sup> birthday with the condition that the employee is eligible for PERA retirement and has twenty (20) years or more of service; and

WHEREAS, effective December 31, 2013 the County Board by resolution adopted the discontinuance of the early retirement incentive listed in the County Policy, and;

WHEREAS, in 2014 the County Board successfully negotiated the reduction in the retirement plan which was contained in the seven (7) collective bargaining agreements within the County.

NOW, THEREFORE, be it resolved, that the County Board of Commissioners hereby approves the Post-Retirement Benefit/MSRS HCSP plan for inclusion in the County Personnel Policy which is consistent with the plan set forth in County collective bargaining agreements.

### Auditor Treasurer Report

Denise reported the 2<sup>nd</sup> Quarter reports are ready. Budgets are being prepped. There will be a work session on July 28, 2015 following the Health & Human Services Meeting.

### Commissioners' Report

Erickson reported he had attended the Policy Committee Meeting on the July 15<sup>th</sup> and the Emergency Management Training Meeting held July 20<sup>th</sup>. There will be a Facilities Meeting this week on Friday July 24, 2015 and a Safety Committee Meeting following that meeting. Erickson will not be absent for the next HHS Meeting on July 28, 2015. Becker reported she had attended the Department Head Meeting and Corrections Meeting and the Emergency Management Training Meeting. Kircher attended the West Central Regional Juvenile Detention Center Meeting. This topic will be discussed at the work session and brought to the next Board Meeting. Tonight will be attending the Great Regional Library Meet. Kneisl attended the Hands of Hope meeting last week. Neumann reported Water & Soil has voted to have another Commissioner to attend their meetings. Neumann announced he will be having his District Meeting Friday July 24, 2015 at 7:00 pm at the Little Sauk Township Hall.

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On motion by Kneisl and second by Neumann the meeting was adjourned for the month the July, 2015.

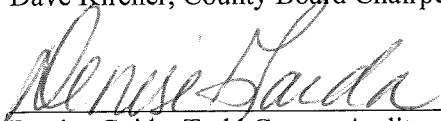
Commissioner Warrants	Amount
BROWERVILLE TRUCKWASH/BIG BOYZ	4,958.89
HENRICKSEN PSG	4,888.74
INFORMATION SYSTEM CORP	2,099.00
M-R SIGN COMPANY INC	3,723.29
MCCC, MI33	4,771.06
STAPLES WORLD	2,280.36
TRUENORTH STEEL	10,221.20
WIDSETH SMITH NOLTING INC	7,719.00
ZUERCHER TECHNOLOGIES LLC	8,670.00
Payments less than \$2000	43,512.29
<b>Final Total</b>	<b>92,843.83</b>

HHS Warrants	
Vendor #658 Foster Care	2,045.94
Vendor #878 Foster Care	2,357.40
Vendor #10746	2,051.40
Vendor #14051	3,649.80
Payments less than \$2000	18,666.11
<b>Final Total</b>	<b>28,770.65</b>

On a motion by Neumann and second by Becker, the preceding minutes of the County Board meeting held July 21, 2015 were duly approved by a unanimous vote of the Todd County Board of Commissioners at the Regular Board Meeting held on August 4, 2015.

Witness my hand and seal:

  
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Dave Kircher, County Board Chairperson

  
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Denise Gaida, Todd County Auditor-Treasurer