

# TODD COUNTY BOARD OF COMMISSIONERS

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

## Routine Business

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve meeting minutes from October 20, 2015 as read.

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the actions of the HHS Committee Meeting held October 27, 2015 in accordance with the minutes on file in the Todd County Administration Office.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants number 41853 thru 41955 in the amount of \$82,955.23.

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Auditor Warrants number 226051 thru 226263 in the amount of \$4,997,643.52.

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve Agreement between University of MN and Todd County effective January 1, 2016 - December 31, 2018.

## Public Works

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

### **FISCAL YEAR 2016 FUNDING REDUCTION TO THE NEW LONG PRAIRIE SHOP SAVINGS ACCOUNT**

WHEREAS, on July 1<sup>st</sup>, 2014 the Todd County Board of Commissioners approved a resolution that created a dedicated savings account for the sole purpose of the construction of a new Long Prairie Public Works Shop, transferred \$200,000 of existing funds from the Road and Bridge Fund to this newly created savings account, and dedicated that future annual deposits to this savings account are funded at no less than a minimum of \$200,000 until the construction of the new Long Prairie Shop is completed, and;  
WHEREAS, during the preparation of the County's Fiscal Year 2015 Budget it was determined to reduce the required annual savings deposit to \$100,000 in order to reduce the overall financial impact to the County's local levy, and:

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WHEREAS, during the preparation of the County's Fiscal Year 2016 Budget it has been determined that similar additional budget cuts must be made in order to reduce the overall financial impact to the County's local levy.

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners does hereby reduce the required annual \$200,000 deposit to the New Long Prairie Shop Savings Account to \$165,000 for Fiscal Year 2016 only.

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

## **PERMISSION TO WRITE OFF ACCOUNT #284 (COUNTY DITCH #12) BALANCE**

WHEREAS, County Ditch #12 crosses a portion of the Minnesota Department of Transportation owned abandoned Burlington Northern Santa Fe Rail Road Grade, northwest of the City of West Union, which is now the location of the Lake Wobegon Trail, and;

WHEREAS, in August 2002, the Todd County Engineer and Todd County Attorney approved a Hold Harmless Agreement with Mr. John Terfehr and Mr. Jim Nathe allowing them to replace the culverts at the Ditch #12 and Lake Wobegon Trail crossing location, and;

WHEREAS, in October 2002, the Todd County Board of Commissioners directed the County Engineer to replace a deteriorated 6 foot diameter by 30 foot long culvert that was improperly installed by Mr. Nathe and Mr. Terfehr with a new 6 foot diameter by 90 foot long culvert, and;

WHEREAS, the Public Works Department hired Blombeck Construction, Inc, for \$2,610.00 to install the \$5,286.39 culvert from Johnston Fargo Culvert, Co. at a total cost of \$7,896.39, and;

WHEREAS, in February 2003 the County Attorney submitted a letter to Mr. Terfehr requesting reimbursement of \$2,610.00 (installation cost only), and;

WHEREAS, Public Works Department has currently never received any reimbursement for either the labor (\$2,610.00) or material (\$5,286.39) for this project, and;

WHEREAS, in October 2006, the County Attorney provided a written recommendation to write this bill off of this account due to the age of the issue, the lack of pursuit, and the lack of proper permitting of the project, and;

WHEREAS, in March 2008, the Public Works Department received a verbal recommendation from Mr. Doug Host with Larson Allen (state auditor) that this bill is nearing the statute of limitations and that it should be written off of this account.

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners does hereby give permission to the Public Works Department to write off account #284 in the amount of \$7,896.39.

On motion by Erickson and second by Becker, the following resolution was introduced and adopted by unanimous vote: To approve purchase a new crack filling melter from Bargain Equipment for \$48,575 (quote attached) using a portion of the projected year end cash increase and reduce the 2016 Road and Bridge Budget Line Item 03-310-000-0000-6341 (Equipment Rental) by \$9,000.00.

## **Ditch & Ag**

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve tree removal on CD45 east of 8<sup>th</sup> Street. CDI met onsite with Paul Drake, owner of Paul Drake Tree Service. The tree clumps to be removed have been flagged. There are approximately 6 clumps of trees that will be removed. The bid for cutting down the trees and removing the trees from site is \$2,000. This project will be done under Ditch Law statute 103E.705.

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## Solid Waste-Transfer Station

On motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the write off of past due accounts in the amount of \$4,063.30.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve MN Dept of Agriculture Agreement for 2016 Season.

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

### **TODD COUNTY RESOLUTION MARKET PRICE FOR THE SOLID WASTE MANAGEMENT TAX**

WHEREAS, the solid waste management tax requires political subdivisions to identify by resolution a market price if the political subdivision: Subsidizes the cost of service at a facility.

WHEREAS, the political subdivision will be liable for the solid waste management tax based only on the market price amount identified through this resolution, and

WHEREAS, the market price is identified in state statutes as the “lowest price available in the area”, and

WHEREAS, Todd County has performed research to identify the lowest price available in the area;

THEREFORE, the County of Todd declares a market price of \$65.00 per ton at the Morrison County Landfill.

Discussion was held regarding the Public Hearing – Waste Designation date. December 15, 2015 was decided during the Commissioner Meeting at 10:00 am. Notice to papers and websites will be posted.

On motion by Neumann the Solid Waste Tipping Fee Increase was tabled until the November 17, 2015 meeting.

## Sheriffs' Department

On a motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To accept the retirement of Rich Pommier, Record's Administrator.

On a motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the In-House posting for the position of the Records Administrator/Jail Program Coordinator.

## Health & Human Services

Report was given on the Environmental Health Program.

On a motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the 2016 Environmental Health contract with Morrison County Public Health.

On a motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the CentraCare Foundation grant award in the amount of \$12,500.00.

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On a motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve out of state travel for the Drug Free Communities grant for the period of October 2015 - September 2020.

On a motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the hire of Cassandra Snyder to the position of Social Worker in Child Protection at \$19.007/hour.

On a motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the hire of Jenelle Herkenhoff to the position of Social Worker in Child Protection at \$19.007/hour.

On a motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote: To accept the resignation from Michelle Christopher with an effective date of 11/05/2015.

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

On a motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the promotion of Karen Larson to the position of Lead Eligibility Worker at \$23.844/hour.

On a motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the request for TCHHS to recruit and hire an Eligibility Worker, to fill the position left vacant by the promotion of Karen Larson to Lead Eligibility Worker.

On a motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the promotion of Tonya Danielson to the position of Support Enforcement Aide at \$14.529/hour.

On a motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the request for TCHHS to recruit and hire an Office Support Specialist, to fill the position left vacant by the promotion of Tonya Danielson to Support Enforcement Aide.

On a motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the promotion of Amy Zimmerman to the position of Energy Assistance Program Coordinator at \$21.085/hour.

On a motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the request for TCHHS to recruit and hire a Public Health Secretary, to fill the position left vacant by the promotion of Amy Zimmerman to Energy Assistance Coordinator.

On a motion by Erickson and second by Kneisl, the following motion was introduced and adopted by roll call vote: Erickson, yes; Kneisl, yes; Becker, yes; Neumann, no; Kircher, yes. To approve dissolving the Health & Human Services Committee effective 1/1/2016, remove Section 19 from Resolution Establishing Board Protocol and add a standing agenda item for HHS to the Regular Board meeting taking place on the 3<sup>rd</sup> Tuesday of each month. HHS may attend the Regular Board meeting taking place on the 1<sup>st</sup> Tuesday of each month as needed.

## **Auditor-Treasurer Report**

The Finance Committee met November 2nd, the next meeting will be November 17, 2015. TNT Meeting is scheduled for December 14, 2015 at 6:00 pm in the County Board Room

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## Commissioners' Report

The Commissioners reported on the meetings they had attended. The next work session is scheduled for November 24, 2015 following the HHS Meeting.

On motion by Kircher the Meeting was recessed until November 17, 2015.

### Commissioner Warrants

Vendor	Amount
ALL STATE COMMUNICATIONS	2,155.00
BRAATEN SAND & GRAVEL	26,719.00
TAPCO	6,761.95
TRUENORTH STEEL	15,507.48
Payments less than 2000	31,811.80
Final Total	82,955.23

### Auditor Warrants

Vendor	Amount
AMERICAN HERITAGE BANK	2,625.00
COMPUTER PROFESSIONALS	4,544.88
LONG PRAIRIE OIL COMPANY	4,287.32
LONG PRAIRIE SANITATION INC	3,038.82
MADDEN GALANTER HANSEN, LLP	6,014.70
STREAMWORKS	5,000.00
VERIZON	2,398.93
WIDSETH SMITH NOLTING INC	6,549.31
WONDERLICH/SCOTT A	2,417.50
Payments less than 2000	14,455.29
AMERICAN HERITAGE BANK	42,815.04
CARD SERVICES COBORNS	3,767.21
FLEET SERVICES/WEX BANK	4,245.14
GENE-O'S COUNTRYSIDE REST LLC	7,378.00
KLIMEK/ALAN & JESSICA	31,346.79
MINNESOTA POWER & LIGHT	13,273.32
MN DEPT OF FINANCE	6,162.50
MORRISON COUNTY	39,323.70
NORTHERN STAR COOP	2,074.00
RESOURCE TRAINING AND SOLUTIONS	387,497.50
RJ Contracting	2,421.81
TODD CO AUD-TREAS	22,152.00
WATERGUARDS, LLC	2,704.00
ZAYO ENTERPRISE NETWORKS	3,004.25
Payments less than 2000	12,276.99
AMERICAN HERITAGE	8,702.75

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AMERICAN HERITAGE BANK	2,371.00
EPIPHANY COMMUNITY SERVICES	4,250.00
GOULD/RHONDA M	2,285.00
PETERS & CHURCHWELL	3,612.50
REACHING SOFTWARE, LLC	2,000.00
SAUK RIVER WATER SHED DISTRICT	8,494.60
STAPLES ADVANTAGE	2,939.97
Payments less than 2000	11,263.36
ACCESS ABILITY OPTIONS	16,930.00
ANOKA CO GOVERNMENT CENTER	15,422.00
CITY OF LONG PRAIRIE	9,000.00
Payments less than 2000	8,345.26
AMERICAN HERITAGE BANK	503,887.00
BIG SWAN LAKE IMPROVEMENT DIST.	6,082.96
CITY OF BERTHA	63,430.90
CITY OF BROWERVILLE	77,982.82
CITY OF BURTRUM	6,757.98
CITY OF CLARISSA	70,065.25
CITY OF EAGLE BEND	70,031.65
CITY OF GREY EAGLE	37,995.54
CITY OF HEWITT	20,768.99
CITY OF LONG PRAIRIE	318,477.67
CITY OF OSAKIS	71,673.91
CITY OF STAPLES	250,925.00
CITY OF WEST UNION	3,637.18
REGION V DEVELOPMT COMMISSION	6,934.63
SAUK RIVER WATER SHED DISTRICT	32,795.23
SCHOOL DISTRICT 213	244,148.85
SCHOOL DISTRICT 2170	176,429.42
SCHOOL DISTRICT 2753	814,853.05
SCHOOL DISTRICT 2759	66,867.29
SCHOOL DISTRICT 486	118,200.40
SCHOOL DISTRICT 740	36,426.00
SCHOOL DISTRICT 743	170,670.00
SCHOOL DISTRICT 786	85,195.80
SCHOOL DISTRICT 787	152,013.62
SCHOOL DISTRICT 818	8,203.36
TOWN OF BARTLETT	13,990.32
TOWN OF BERTHA	12,907.23
TOWN OF BIRCHDALE	54,403.89
TOWN OF BRUCE	35,115.96
TOWN OF BURLEENE	14,343.09
TOWN OF BURNHAMVILLE	51,711.13

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TOWN OF EAGLE VALLEY	14,345.82
TOWN OF FAWN LAKE	32,258.34
TOWN OF GERMANIA	9,770.66
TOWN OF GORDON	38,187.45
TOWN OF GREY EAGLE	88,226.01
TOWN OF HARTFORD	30,038.93
TOWN OF IONA	15,986.48
TOWN OF KANDOTA	34,390.75
TOWN OF LESLIE	52,779.41
TOWN OF LITTLE ELK	22,287.33
TOWN OF LITTLE SAUK	36,269.24
TOWN OF LONG PRAIRIE	43,079.51
TOWN OF MORAN	17,584.97
TOWN OF REYNOLDS	16,074.55
TOWN OF ROUND PRAIRIE	34,108.19
TOWN OF STAPLES	56,381.28
TOWN OF STOWE PRAIRIE	22,662.14
TOWN OF TURTLE CREEK	24,972.13
TOWN OF VILLARD	42,702.27
TOWN OF WARD	20,426.70
TOWN OF WEST UNION	6,511.89
TOWN OF WYKEHAM	12,048.67
Payments less than 2000	2,234.24
Final Total	4,997,643.52

On a motion by Becker and second by Erickson, the preceding minutes of the County Board meeting held November 3, 2015 were duly approved by a unanimous vote of the Todd County Board of Commissioners at the Regular Board Meeting held on November 17, 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