

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
January 5, 2016*

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 5th day of January, 2016 9:00 AM. The meeting was called to order by Chairperson Kircher. The meeting was opened with the Pledge of Allegiance. All Commissioners present.

Board Organization

On motion by Neumann and second by Erickson the following motion was introduced and adopted by unanimous vote: To approve appointment of Commissioner Becker as the Chairperson of the Todd County Board of Commissioners for 2016.

On motion by Kneisl and second by Kircher the following motion was introduced and adopted by unanimous vote: To approve appointment of Commissioner Erickson as the Vice-Chairperson of the Todd County Board of Commissioners for 2016.

Approval of Agenda

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote. To approve the agenda with the following change:

1. Remove - 9.3 Appoint Eligibility Worker

Todd-Wadena Community Corrections

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

RESOLUTION TO APPOINT EXECUTIVE COMMITTEE

WHEREAS, The Todd County Board of Commissioners and the Wadena County Board of Commissioners, on November 5, 2014, reviewed the 2014-2015 Comprehensive Community Corrections Plan Updates and 2015 Budget for Todd and Wadena Community Corrections and

WHEREAS, In compliance with the regulations contained in the Community Corrections Plan, it is required that membership of the Executive Committee be confirmed by the Todd and Wadena Counties Boards of Commissioners and the Community Corrections Advisory Board for Todd and Wadena Counties.

THEREFORE, IT IS RESOLVED that the members of the Executive Committee are appointed as follows:

1. Barb Becker, Todd County Commissioner.
2. Dave Kircher, Todd County Commissioner.
3. Jim Hoffer, Wadena County Commissioner.
4. Sheldon Monson, Wadena County Commissioner.
5. Naomi Moyer, Chairperson of the Community Corrections Advisory Board.
6. Jane Gustafson, Vice-Chairperson of the Community Corrections Advisory Board from Todd County.
7. Honorable Sally Ireland Robertson, Todd and Wadena Counties Court Judge.

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BE IT FURTHER JOINTLY RESOLVED, the Todd and Wadena Counties Boards of Commissioners vest authority in the Executive Committee, by this resolution, to implement and maintain the Comprehensive Community Corrections Plan for Todd and Wadena Counties.

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

RESOLUTION TO APPOINT ADISORY BOARD

WHEREAS, The Todd County Board of Commissioners and the Wadena County Board of Commissioners, on May 4, 1974, and on May 5, 1974, respectively, duly caused a resolution to be adopted wherein they declared it their intention to the State of Minnesota, pursuant to Minnesota Laws of 1973, Chapter 401, to participate in the Community Corrections Act subject to the preparation and approval of a comprehensive plan by the Counties of Todd and Wadena and the Commissioner of Corrections for the State of Minnesota and;

THEREFORE, IT IS RESOLVED pursuant to the revision of said law, that the following persons are hereby appointed by the Chairperson of each County Board of Commissioners, with the advice and consent of each, to the Community Corrections Advisory Board.

1. Serving in the capacity of Citizen Member shall be Mark Hepokoski.
2. Serving in the capacity of Citizen Member shall be Naomi Moyer.
3. Serving in the capacity of Citizen Member shall be Gaylord Saetre.
4. Serving in the capacity of Citizen Member shall be Gail Honek.
5. Serving in the capacity of Ethnic Minorities shall be Rocio Fernandez-Lugo.
6. Serving in the capacity of Victim Services shall be Connie Nelson.
7. Serving in the capacity of Todd County Commissioner shall be Barb Becker.
8. Serving in the capacity of Todd County Commissioner shall be Dave Kircher.
9. Serving in the capacity of Wadena County Commissioner shall be Jim Hofer.
10. Serving in the capacity of Wadena County Commissioner shall be Sheldon Monson.
11. Serving in the capacity of District Court Judge shall be Honorable Sally Ireland Robertson.
12. Serving in the capacity of Prosecuting Attorney shall be Jane Gustafson.
13. Serving in the capacity of Prosecuting Attorney shall be Kyra Ladd.
14. Serving in the capacity of Public Defender shall be Tim Churchwell.
15. Serving in the capacity of Public Defender shall be Ryan Ries.
16. Serving in the capacity of Police Chief shall be Melissa Birkholtz.
17. Serving in the capacity of Wadena County Sheriff shall be Michael D. Carr.
18. Serving in the capacity of Todd County Sheriff shall be Don Asmus.
19. Serving in the capacity of Health Professional shall be Cindy Pederson.
20. Serving in the capacity of Social Services Representative shall be Mike Willie.
21. Serving in the capacity of Educational Administrator shall be Patrick Sutlief.
22. Serving in the capacity of Corrections Agent shall be Shannon Suderman.
23. Serving in the capacity of Correctional Administrator shall be Katherine Langer.

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Routine Business

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Auditor Warrants number 226473 thru 226623 in the amount of \$616,014.68.

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve to continue the Todd County Board of Commissioners Meetings on the first and third Tuesday of every month at 9:00 am in the Todd County Historic Courthouse and to scheduled work sessions as needed.

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

A RESOLUTION DESIGNATING AN OFFICIAL NEWSPAPER 2016

WHEREAS, Minnesota Statutes Chapter 375.12 requires the annual letting of bids for publication of official proceedings of the County Board and similar statues require the publication of delinquent tax lists, County Financial Statements, and local transportation project bid advertisements, and;

WHEREAS, pursuant to advertisement bids were opened to be designated as the official newspaper for Todd County on January 5, 2016.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners accept the bid from Staples World, with a bid of \$9.75 per column inch to be the Official Newspaper for the year 2016 and;

BE IT FURTHER RESOLVED, that the Todd County website (www.co.todd.mn.us) be also designated as an official publication for all statutory requirements.

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

A RESOLUTION DESIGNATING AN EXTRA PUBLICATION NEWSPAPER 2016

WHEREAS, Minnesota Statutes Chapter 375.12 requires the annual letting of bids for publication of official proceedings of the County Board and similar statues require the publication of delinquent tax lists, County Financial Statements, and local transportation project bid advertisements, and;

WHEREAS, pursuant to advertisement bids were opened to be designated as the extra publication newspaper for Todd County on January 5, 2016.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners accept the bid from Long Prairie Leader with a bid of &7.80 per column inch to be the Extra Publication Newspaper for the year 2016.

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

A RESOLUTION ESTABLISHING COMMISSIONER COMMITTEE ASSIGNMENTS FOR 2016

WHEREAS, County Commissioners have wide ranging and diverse responsibilities, and;

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WHEREAS, it is necessary for Commissioners to be assigned to Committees for the purposes of advocating for the County, and to effectively complete the work of the County.

NOW, THEREFORE BE IT RESOLVED, that the attached Committee Roster (Attachment A) is hereby adopted as the County Commissioners' Committee Roster for 2016.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve to the transfer of funds in the amount of \$5,273.14 from the DARE program to the CAD Program from 2015 to 2016.

On motion by Kircher 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 2016.

Soil & Water & Conservation District

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve hire of Carol Wimmer to work on the buffer inventory project funded through SWCD grants at \$12 per hour for up to 67 days or \$3000 expenditures whichever comes first starting January 11, 2016.

Health & Human Services

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve hiring Emily Steinert to work up to 4 hours per week to provide licensing supervision for \$36.179/hour. This is a part time position that does not accrue benefits. The HHS will report back to the Commissioners for review in July, 2016.

On motion by Kircher and second by Kneisl, the following motion was rescinded: The hire of Nicole Mansager to the position of Office Support Specialist.

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To accept the resignation of Barb Graves as Support Enforcement Aide effective 12/24/2015.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve Health & Human Services to recruit and hire one Support Enforcement Aide to fill the vacant position.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the 2016 tobacco license applications from the Clarissa Municipal Liquor, Clarissa; Don and Dave's Store, Staples; Jon's Family Foods, Clarissa; The Hub Supper Club, Burtrum; Oscar Jacobson Post 417, Little Sauk; Seven Oaks Express, Bertha; Eagle Valley Express, Clarissa; and Sidewalk Bar, West Union, Roadhouse Restaurant, Hewitt.

Auditor Treasurer Report

Nothing at this time.

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Commissioners' Report

The Commissioner reported on the meetings they had attended.

Adjourn

Commissioner Becker recessed the meeting until January 16, 2016.

Auditor Warrants	Amount
AMERICAN HERITAGE	10,348.09
CENTERPOINT ENERGY	3,413.17
CHAFFIN CONSTRUCTION & REMODELING	3,675.00
HOST EXTERIOR INC	2,475.00
STAPLES ADVANTAGE	2,604.97
STOECKEL JAHNER INC	11,220.00
US POSTAL SERVICE	2,000.00
Payments less than 2000	9,201.06
BERSCHEIT/MARK	67,944.88
CARD SERVICES COBORNS	2,769.53
GOULD/RHONDA M	2,412.00
HAUER/JOSH	7,710.63
MADDEN GALANTER HANSEN, LLP	6,182.79
MINNESOTA POWER & LIGHT	14,569.02
NORTHERN BUSINESS PRODUCTS	10,520.00
PETERS & CHURCHWELL	3,485.00
WONDERLICH/SCOTT	3,240.00
Payments less than 2000	16,355.49
COMPASS MINERALS AMERICA	16,006.89
PHEASANTS FOREVER	10,728.48
RURAL MN CEP INC	21,753.19
TODD CO AGRICULTURAL SOC.	10,136.82
US POSTAL SERVICE	5,808.70
VERIZON	4,094.04
ZAYO ENTERPRISE NETWORKS	3,256.67
Payments less than 2000	6,711.11
AMERICAN HERITAGE BANK	34,006.95
COMPUTER PROFESSIONALS	4,275.88
FLEET SERVICES/WEX BANK	3,939.67
GENE-O'S COUNTRYSIDE REST LLC	6,819.38
LONG PRAIRIE SANITATION INC	3,182.15
MN DEPT OF FINANCE	5,091.50
MORRISON COUNTY	12,702.95
Prairie Lakes Municipal Solid Waste Auth	58,502.64
RESOURCE TRAINING AND SOLUTIONS	202,438.50

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TODD CO AUD-TREAS	11,076.00
TODD COUNTY DAC	4,797.00
Payments less than 2000	10,559.53
Final Total	616,014.68

On a motion by Kircher and second by Kneisl, the preceding minutes of the County Board meeting held January 5, 2016 were duly approved by a unanimous vote of the Todd County Board of Commissioners at the Regular Board Meeting held on February 2, 2016.

Witness my hand and seal:


Barb Becker, County Board Chairperson


Denise Gaida, Todd County Auditor-Treasurer