

# TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
April 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 5<sup>th</sup> day of April, 2016 at 9:00 AM. The meeting was called to order by Chairperson Becker. The meeting was opened with the Pledge of Allegiance. All Commissioners present.

## **Approval of Agenda**

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote. To approve the agenda as presented.

## **Routine Business**

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve meeting minutes from March 15, 2016 Meeting Minutes as read.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants number 43001 through 43115 in the amount of \$76,910.75, and HHS Warrants in the amount of \$108,417.53.

On motion Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Auditor Warrants number 226997 through 227126 in the amount of \$450,059.69.

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

### **GAMBLING PERMIT FOR HOLY FAMILY SCHOOL**

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Holy Family School through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a one day Gambling Permit for the Holy Family School to hold a raffle at the Diamond Point Steakhouse & Lounge in Birchdale Township at the address 12818 Bayview Dr, Sauk Centre, MN on August 12, 2016.

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

### **GAMBLING PERMIT FOR LITTLE BIRCH LAKE IMPROVEMENT ASSOCIATION**

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Little Birch Lake Improvement Association through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a one day Gambling Permit for the Little Birch Lake Improvement Association to hold a raffle at the Hub Supper Club in Burnhamville Township at the address 30905 County 13, Burtrum, MN on September 10, 2016.

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On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve a Seasonal On & Off Sale 3.2 Malt Liquor License for Hometown Bakery Café, Inc dba Hometown Holiday Resort at the address of 13378 Falcon Dr, Osakis, MN in Leslie Township for the time period of May 1, 2016 through October 31, 2016.

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

## **RESOLUTION FOR A SPECIAL PUBLIC LAND AUCTION OF A TAX-FORFEITED PARCEL IN THE CITY OF STAPLES**

WHEREAS, Parcel 38-0000301 described as Sect - 01 TWP – 133 Rang – 33 N 34 FT of S 44 FT of E 140 W 333 FT of S 20 RDS of N 40 RDS of NW4 SE4 .11 acres, has forfeited to the State for nonpayment of taxes. This parcel has been reappraised and classified as provided by M.S. 282.01, and will be offered for sale by the Todd County Auditor/Treasurer at an Adjacent Owner Auction.

NOW THEREFORE LET IT BE RESOLVED, That said land auction will commence at 10:00 A.M. on the 25th day of April 2016. The Todd County Auditor/Treasurer is hereby directed to execute an Adjacent Owner Sale.

BE IT FURTHER RESOLVED that the terms of sale are as follows:

All property is sold for cash only, 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); and

a 3% Assurance Fund charge will be made (as per Minnesota Statutes 284.28, Subd. 8).

Only persons allowed to bid are adjacent owners.

BE IT FURTHER RESOLVED that Parcel 38-0000301 will be offered for sale under the limitations in use of lands M.S. 282.03, subject to correcting property lines. Liens, existing roads, easements and leases, if any, and any special assessments canceled at forfeiture may be reassessed by the municipalities after the sale.

BE IT FURTHER RESOLVED, that the right is reserved by Todd County, in the interest of the public, to cancel this sale at any time prior to its sale.

### **Assessor/Auditor Offices**

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by majority vote with Kircher voting against: Approve Option 1, revised Generalist job description, submit to Springsted, and post job opening upon Springsted completion.

### **Public Works**

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

#### **AWARD OF CONSTRUCTION CONTRACT FOR 2016 PAVEMENT MARKING PROJECT**

WHEREAS, sealed bids were received on March 29<sup>th</sup>, 2016 by the Todd County Public Works Director and the Todd County Auditor/Treasurer for CP 77-16-03, said project for pavement markings on various Todd County highways, and;

WHEREAS, the following sealed bids were received:

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Traffic Marking Service, Inc.	Maple Lake, Minnesota	\$59,543.66
AAA Striping Service Co.	Saint Michael, Minnesota	\$63,966.48
Fahrner Asphalt Sealers, LLC	Eau Claire, Wisconsin	\$65,186.77

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction project to Traffic Marking Service, Inc. of Maple Lake, Minnesota based on their low bid of \$59,543.66.

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

## **AWARD OF CONSTRUCTION CONTRACT FOR 2016 HSIP PAVEMENT MARKING PROJECT**

WHEREAS, sealed bids were received on March 29<sup>th</sup>, 2016 by the Todd County Public Works Director and the Todd County Auditor/Treasurer for SP 077-070-007, said project for pavement markings on various Todd County highways, and;

WHEREAS, the following sealed bids were received:

Fahrner Asphalt Sealers, LLC	Eau Claire, Wisconsin	\$117,118.93
Traffic Marking Services, Inc.	Maple Lake, Minnesota	\$131,867.24

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction project to Fahrner Asphalt Sealers, LLC of Eau Claire, Wisconsin based on their low bid of \$117,118.93.

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

## **AWARD OF CONSTRUCTION CONTRACT FOR 2016 GRAVEL AND DUST CONTROL PROJECTS**

WHEREAS, sealed bids were received on March 29<sup>th</sup>, 2016 by the Todd County Public Works Director and the Todd County Auditor/Treasurer for CP 16:57, CP 16:58, CP 16:95, CP 16:97 and CP 77-16-08, said projects for gravel surfacing and dust control on various Todd County highways, and;

WHEREAS, the following sealed bids were received:

Central Specialties, Inc.	Alexandria, Minnesota	\$204,321.95
Tri City Paving, Inc.	Little Falls, Minnesota	\$234,667.11

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction projects to Central Specialties, Inc. of Alexandria, Minnesota based on their low bid of \$204,321.95.

Loren Fellbaum, Todd County Engineer, announced the results from the Fall 2015 Greater Minnesota HSIP Solicitation. Todd County has been selected to receive HSIP funding. State Aid for Local Transportation (SALT) will work with Todd County's District State Aid Engineers to coordinate project development and construction via the Delegated Contract Process for these federal Funds.

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## Hands of Hope

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

### **SEXUAL ASSAULT AWARENESS MONTH PROCLAMATION**

WHEREAS, The Todd County Board of Commissioners are working toward making communities in our county safe and welcoming, and;

WHEREAS, the voices of those who have been victims of sexual violence must be heard through public awareness and education, and;

WHEREAS, 68% of sexual assault crimes in our society go unreported, and

WHEREAS, 55% of sexual assaults happen in or very near to the victims home, and

WHEREAS, 80% of sexual assaults are committed by someone that is known to the victim, not by the stranger in a dark alley, and;

WHEREAS, in Fiscal Year 2015 Hands of Hope Resource Center served 31 new sexual assault victims, along with friends, family members and loved ones that often times become victimized by these crimes as well, and;

WHEREAS, the Board of Commissioners joins Hands of Hope Resource Center in wanting safety and security for the citizens of Todd County, whether in their homes or out and about in their communities; and

NOW, THEREFORE BE IT RESOLVED that the Todd County Board of Commissioners, does hereby proclaim April 2016 as SEXUAL ASSAULT AWARENESS MONTH.

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

### **NATIONAL CRIME VICTIM'S RIGHTS WEEK PROCLAMATION**

WHEREAS, Americans are the victims of more than 20 million crimes each year, and crime can touch the lives of anyone regardless of age, national origin ,race, creed, religion, gender, sexual orientation, immigration, or economic status, and;

WHEREAS, many victims face challenges in finding appropriate services, and too many communities feel disconnected from the justice and social response systems, and have lost trust in the ability of those systems to recognize them and respond to their needs, and;

WHEREAS, the victim services community has worked for decades to create an environment for victims that is safe, supportive, and effective, and;

WHEREAS, intervening early with services that support and empower victims provides a pathway to recovery from crime and abuse, and;

WHEREAS, honoring the rights of victims, including the right to be heard and to be treated with fairness, dignity, and respect and working together to meet their needs, rebuilds their trust in the criminal justice and social service system, and;

WHEREAS, in fiscal year 2015, Hands of Hope Resource center served 167 victims of general crimes, including such crimes as thefts, OFP/HRO violations, harassment, vehicle theft, and disorderly conduct, and;

WHEREAS, Hands of Hope Resource Center is dedicated to serving victims and restoring hope to survivors, as well as the communities of Todd County, and;

NOW, THEREFORE BE IT RESOLVED that the Todd County Board of Commissioners does hereby proclaim April 10-16, 2016 as Crime Victim's Rights Week.

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## Veterans Office

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

### **NATIONAL JOINT POWERS 2016 GRANT REQUEST**

WHEREAS, We the Veteran Service Officers of the following counties Cass, Crow Wing, Morrison, Todd, and Wadena counties are requesting \$50,000 for the following projects in the following counties, and;

WHEREAS, Cass: requesting \$5,000.00 for Veteran Grave upkeep and head stone repair located in Cass County. Many Veteran Graves are in need of repair and upkeep and these veterans either have no living relatives or they are unable to afford the upkeep to these graves and;

WHEREAS, Crow Wing: \$15,000 towards a replacement van for driving Veterans to their appointments at the VA Medical Centers in St Cloud and Minneapolis. Crowing Wing County as well as every county in region 5 has an aging Veteran population that requires medical care and these Veterans are finding it harder to commute to their appointments. Crow Wing County Veteran Services has an aging van and would like to update this ageing van with a replacement to transport Veterans this grant money would be used along with other matching funds to purchase this van and;

WHEREAS, Morrison County: \$5,000 The Randall Minnesota Veterans of Foreign Wars, Curtis-Olson Post #9073 wishes to move a Veterans Memorial from its current location closer to the City of Randall and the Veterans of Foreign Wars building. The VFW Post is a vital Veterans organization which not only supports the city of Randall but also the surrounding communities with donations from charitable gambling to using the facility for community events. This money would allow the post to move the Memorial and continue its Mission of community support and;

WHEREAS, Todd County: \$10,000 Todd County has Grand Army of the Republic or United States Civil War Grave Yards. The Veterans Grave stones and monuments in these grave yards are in need of repair and upkeep as well as other Veteran Grave Stones in various other cemeteries located in Todd County. These veterans either have no living relatives or they are unable to afford the upkeep to these graves. Upkeep of these Veterans Grave stones and monuments is vital to our history of the county and region and;

WHEREAS, Wadena County: \$15,000 Wadena Veterans Park Committee is in the process of building a Veterans Park for the Wadena County and surrounding area Veterans which includes Todd and Cass counties. This park is dedicated to the area Veterans and will include Granite remembrance walls with the names of the deceased Veterans on the walls. The Park has already installed a flag post and put in the concrete walkways the park committee is requesting the money to help with the purchase installation of the granite walls. The park has matching funds and volunteer in kind labor and;

NOW, THEREFORE BE IT RESOLVED, this grant request is a true Region 5 Grant request with each county receiving much needed funds to support projects or upkeep and repair of our Region Veteran population. Although this may seem to be just projects for Veterans this grant would touch all region members families school children and government official's that support our Veterans and our way of life. Todd County will be the fiscal agent for the funds to pass to the various originations in the Counties.

## Soil & Water

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve Board Chair to sign CFO agreement for 2015.

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## Planning & Zoning

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve signing the Surveyor's Certificate of Plat Correction for Leevilla Plat submitted by Rodney Eldevik.

## Sheriff's Office

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

### **2016 BOAT AND WATER GRANT**

WHEREAS, Todd County Sheriff Don Asmus has submitted the 2016 Boat and Water Safety Grant to the Todd County Board of Commissioners, and;

WHEREAS, in this Boat and Water Safety grant it awards the amount of \$6,378.00 to Todd County.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners accept the 2016 Boat and Water Safety Grant and authorize Sheriff Don Asmus to carry out the conditions of the grant.

On a motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Service Agreement with Motorola Solutions.

On a motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Service Agreement with Granite Electronics, Option 1. This would include tower crew services, dishes, antennas and lines along with above mentioned services for the annual cost of \$33,816.00.

On a motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To hire Alicia Bueckers as a full-time Jailor/Dispatcher at a Grade 17, Step 1, with an effective date of April 17, 2016.

On a motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To hire Kristi Balfanz-Stafford as a full-time Records Administrator/Jail Program Coordinator at a Grade 19, Step 1, with an effective date of April 17, 2016.

## Human Resources Office

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

### **2015 – 2017 AFSCME PUBLIC HEALTH & SOCIAL SERVICES LABOR AGREEMENTS**

WHEREAS, the Todd County Negotiations Team met in negotiations with the AFSCME Public Health and Social Services Labor AFL-CIO Local 3168 and Local Union 3525, and;

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

WHEREAS, the AFSCME Public Health and Social Services have voted to accept the agreement as presented.

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

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## Auditor-Treasurer Report

State Auditors were here the week of March 29, 2016. Tax statements have been mailed out.

## Commissioners' Report

The Commissioners reported on the meetings they had attended.

## Adjourn

Commissioner Becker recessed the meeting until April 19, 2016.

### Commissioner Warrants

Vendor	Amount
ESRI	11,800.00
M-R SIGN COMPANY INC	2,253.41
MEAGHER/DR. JENNIFER	2,500.00
MORRISON CO PUBLIC HEALTH SERV	2,368.96
NEUERBURG ELECTRIC	2,716.96
PEERPLACE NETWORKS, LLC	2,250.00
SURVEY SYSTEMS	9,122.00
SUTLIEF/MELISSA	2,500.00
TURNKEY/THREE SQUARE MARKET	4,658.44
WIDSETH SMITH NOLTING INC	3,451.25
Payments less than 2000	33,289.73
DHS - MSOP- MN SEX OFFENDER PROGRAM	7464.80
DHS - SWIFT	25755.40
MORRISON COUNTY SOCIAL SERVICE	2650.00
PATTON SCHAD FUNERAL SERVICE - MELROSE	3500.00
RURAL MN CEP INC	14005.88
SCHULLER FAMILY FUNERAL HOMES	2163.00
V10667 - COST EFF HEALTH INSURANCE	8543.36
PAYMENTS LESS THAN 2000	44,335.09
NEXUS INC	4867.65
NORTHERN PINES MENTAL HLTH CTR	10061.00
PINEHAVEN YOUTH & FAMILY SRVS	11353.72
STEP	6916.00
VILLAGE RANCH INC	8379.55
WEST CENTRAL REG JUVENILE CTR	3312.50
Payments less than 2000	26,531.05
Final Total	256,749.75

### Auditor Warrants

Vendor	Amount
ALLY FINANCIAL	13,812.46
COMPUTER PROFESSIONALS	4,417.00
FLEET SERVICES/WEX BANK	2,981.09

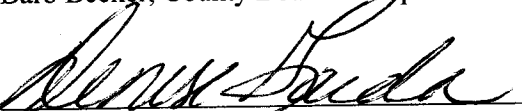
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LONG PRAIRIE SANITATION INC	3,261.79
MORRISON COUNTY	3,727.10
Prairie Lakes Municipal Solid Waste Auth	54,826.07
VERIZON	2,299.66
Payments less than 2000	9,066.91
AMERICAN HERITAGE BANK	17,004.79
CARD SERVICES COBORNS	2,899.32
CLIFTON LARSONALLEN, LLP	19,600.00
EMERGENCY COMMUNICATIONS NETWORK,	9,250.00
GENE-O'S COUNTRYSIDE REST LLC	6,821.25
GOULD/RHONDA M	2,697.00
GREAT RIVER REGIONAL LIBRARY	85,418.50
MINNESOTA POWER & LIGHT	14,209.53
MN DEPT OF FINANCE	6,093.00
NORTHERN STAR COOP	2,210.18
STEP	4,244.50
Payments less than 2000	15,425.88
AMERICAN HERITAGE	9,210.81
CENTERPOINT ENERGY	4,002.93
HUB SUPPER CLUB	3,275.28
LONG PRAIRIE OIL COMPANY	3,128.89
RILEY BROS CONSTRUCTION INC	47,042.66
TODD CO AUDITOR-TREASURER	45,667.69
Payments less than 2000	10,249.90
MADDEN GALANTER HANSEN, LLP	2,240.33
PETERS & CHURCHWELL	2,286.50
REGENTS OF THE UNIV OF MN	31,664.46
STAPLES ADVANTAGE	2,460.23
ZAYO ENTERPRISE NETWORKS	3,459.32
Payments less than 2000	5,104.66
Final Total	450,059.69

On a motion by Kircher and second by Kneisl, the preceding minutes of the County Board meeting held April 5, 2016 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on April 19, 2016.

Witness my hand and seal:

  
Barb Becker, County Board Chairperson

  
Denise Gaida, Todd County Auditor-Treasurer