

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
June 7, 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 7th day of June, 2016 at 9:00 AM. The meeting was called to order by Vice-Chairperson Erickson. The meeting was opened with the Pledge of Allegiance. All Commissioners present with Commissioner Becker absent.

Approval of Agenda

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote. To approve the agenda with 4.11 Added for Todd County Ag Society Informational Item and remove 11.1 Approve Jail/Dispatcher Units Labor Agreement.

Routine Business

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Auditor Warrants number 227259 thru 227501 in the amount of \$9,327,217.32.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants number 43471 through 43597 in the amount of \$88,958.52.

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Health & Human Services Warrants number 68591 through 68756 in the amount of \$107,499.03 and 511163 through 511225 in the amount of \$67,814.94.

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

GAMBLING PERMIT FOR CENTRACARE HEALTH-LONG PRAIRIE

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for CentraCare Health-Long Prairie through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a one day Gambling Permit for CentraCare Health-Long Prairie to hold a raffle at the Long Prairie Country Club in Long Prairie Township at the address 406 6th St SE, Long Prairie, MN on July 19, 2016.

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

A RESOLUTION FOR ADMINISTERING THE RENTAL DEFERRED LOAN PROGRAM

WHEREAS, Todd County has made significant progress in meeting the need for housing rehabilitation in the cities and rural areas of the county, and;

WHEREAS, an unmet need remains for the repair and rehabilitation of rental housing units, and;

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WHEREAS, the Rental Rehabilitation Deferred Loan program sponsored by Minnesota Housing (MHFA) may provide a means for rehabilitating rental housing units in Todd County.

NOW, THEREFORE BE IT RESOLVED, that the Central Minnesota Housing Partnership is hereby to approved to continue as the administrative body for implementing this program in Todd County subject to review and renewal in June 2018.

The County Board heard information on NJPA Contracted Services Agreement and the introduction of Dan Vogt from NJPA who will be assisting as contracted services for the Human Resources Dept.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve a one day Dance License for American Legion #417 Oscar Jacobson Post (Little Sauk Legion) to be held August 27th, 2016 at the parking lot of the Legion at 16268 County 50, Long Prairie, MN.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve a 1 Day Temporary On Sale Liquor License for American Legion #417 Oscar Jacobson Post (Little Sauk Legion) for August 27th, 2016 at 16268 County 50, Long Prairie, MN.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the transfer of funds of \$9,000 from the Todd County Allocation Funds to the Todd County Park and Trails Board Fund.

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

GAMBLING PERMIT FOR NATIONAL WILD TURKEY FEDERATION STRUTTIN BLACK BEARDS CHAPTER

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for National Wild Turkey Federation Struttin Black Beards Chapter through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a one day Gambling Permit for National Wild Turkey Federation Struttin Black Beards Chapter to hold a raffle at Thunder Lodge in Long Prairie Township at the address 22056 US 71, Long Prairie, MN on August 4, 2016.

The Todd County Ag Society, represented by Delvin Durham, presented a report of activity to the County Board for their acknowledgement.

Public Works

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

FINAL PAYMENT AUTHORIZATION - 2015 BRIDGE CONSTRUCTION CONTRACT

WHEREAS, the contract with Marvin Tretter, Inc. for the 2015 Bridge Construction Contract known as SAP 077-599-062 located on 250th Street in Long Prairie Township, has in all things been completed, and;

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WHEREAS, construction work on this contract was completed in 2016 with the value of the total work certified being \$103,419.75, and;

WHEREAS, partial payments amounting to \$97,708.45 have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that \$5,711.30 still remains to be paid to Marvin Tretter, Inc.

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.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To concur with the City of Long Prairie in awarding a construction contract to RL Larson Excavating of Saint Cloud, Minnesota based on their low bid of \$5,388,372.81.

Ditch Inspector

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To acknowledge receipt of a Hold Harmless Agreement Petition from Henry Theisen for ditch maintenance on County Ditch 25 located in sections 24 & 25 of Germania Township.

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

HOLD HARMLESS AGREEMENT FOR DITCH MAINTENANCE – COUNTY DITCH 33

WHEREAS, Eric Denny has submitted an after-the-fact Hold Harmless Agreement petition for ditch maintenance. The maintenance was done on a portion of Lateral 9 on County Ditch 33, located on parcel 20-0031901, in Reynolds Twp section 29, and;

WHEREAS, Eric had previously received permission from NRCS for the project, which also included a private lateral. He stated, he was not aware this ditch line was part of CD33, and;

WHEREAS, a site visit was done April 20, 2016. The project was discussed at multiple TEP meetings. The TEP called the cleaning of the CD33 portion maintenance/repair, and not a violation, and;

WHEREAS, if applicant had submitted a HHA petition before doing the work, he would have been allowed to maintain the drainage ditch to the original width, depth and grade. The excavation has been done and has been deemed maintenance so now spoil may be side cast and leveled staying within 16.5 feet of the ditch.

NOW, THEREFORE BE IT RESOLVED, the Todd County Ditch Authority is aware that maintenance was done on approximately 780 feet of Lateral 9 on CD33 and now gives Eric Denny permission to level spoil, staying within 16.5 feet of the ditch. This work has been done on his own property, at his own expense.

Planning & Zoning

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Zoning Amendment for Earl Peterson to change zoning district from Commercial to R2 for parcels 18-0017800 and 18-0018202.

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

FINAL PLAT APPROVAL – “LITTLE SAUK HILL” SUBDIVISION

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WHEREAS, Applicant Chris and Sandy Weisser applied to subdivide a property located in Section 32 of Little Sauk Township to create a three lot subdivision to be known as "Little Sauk Hill". Plat consists of Lots 1,2, and 3 of Block 1 (25.34 total acres located on Little Sauk Lake, a Natural Environment lake located in a Shoreland Zoned District.

WHEREAS, On January 7th, 2016 the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance: SECT-32 TWP-128 RANG-34

GOVT LOT 4 EX PART OF GOVT LOT 4 DESC AS: BEG AT SW COR OF LOT 14 BLK 1 OF EAST LITTLE SAUK SHORES, S 363.75 FT, SW 177.96FT, NW 295.66 FT, NE 405 FT TO SHORELINE, NE-RLY ALONG SHORELINE 302 FT TO E LINE OF GOVT LOT 4, S 507 FT TO BEG & SE4 SW4 EX COMM AT SW COR OF SEC 32, E 1300 FT TO PT OF BEG; THENCE E 850 FT, NW 913 FT TO SHORELINE, W-RLY ALONG SHORELINE 420 FT, S 756 FT TO BEG

WHEREAS, On January 19, 2016 the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Preliminary Plat (CUP #20160210894) with the following conditions: 1) Lots 1 and 2 shall share one driveway. 2) No structures shall be constructed on moderate steep slopes except access stairs. 3) Drain way easements shall be provided along each side of the centerline of the natural drain way running along the property lines shared between lots 1 and 2, and 2 and 3. The easement shall extend for no less than 10ft from center line of the drain way. No topographic or vegetative alterations (including mowing) shall be allowed within these areas other than those needed to correct erosion or to construct a driveway crossing.

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 "Little Sauk Hill" subdivision be approved as presented.

Parks & Trails

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the proposed paving project at Battle Point Park.

Sheriff's Office

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To hire Brittney Just as a full-time Deputy at a Grade 20, Step 1, with an effective date of June 26th, 2016 with the passing of a physical exam.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To hire Sam Larson as a full-time Deputy at a Grade 20, Step1, with an effective date of June 27th, 2016 with the passing of a physical exam.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To hire Joshua Nice as a full-time Deputy at a Grade 20, Step 1, with an effective date of June 28th, 2016 pending the passing of a background check, psychological and physical exam.

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Health & Human Services

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the promotion of Samantha Cofell to the position of Nursing Supervisor, Grade 22, Step 5, as recommended by the Todd County Personnel Committee.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the request for TCHHS to recruit and hire a Public Health Nurse to fill the position left vacant by the promotion of Samantha Cofell, as recommended by the Todd County Personnel Committee.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To accept the retirement of Sandra Aamold effective June 30, 2016.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the request for Health & Human Services to recruit and hire a registered nurse to replace a Public Health Nurse position vacated by the retirement of Sandy Aamold as recommended by the Todd County Personnel Committee.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To accept the resignation of Kathy Johnson effective July 1, 2016.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the request for Health & Human Services to recruit, advertise, and post a Registered Nurse position to fill the position left vacant by the resignation of Kathy Johnson as recommended by the Todd County Personnel Committee.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Agreement between MTWCHB delegation counties for shared staffing to provide public health services.

Auditor-Treasurer Report

Nothing to report at this time.

Commissioners' Report

The Commissioners reported on the meetings they had attended.

Adjourn

Chairperson Erickson recessed the meeting until June 21, 2016.

| AUDITOR WARRANTS | | AMOUNT |
|-------------------------|----|-----------|
| VENDOR NAME | | |
| COMPUTER PROFESSIONALS | \$ | 4,729.00 |
| PHEASANTS FOREVER | \$ | 12,112.80 |
| VERIZON | \$ | 2,409.39 |
| Payments Less than 2000 | \$ | 7,549.37 |

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| ALLIANCE BUILDING CORPORATION | \$ 5,241.15 |
| AMERICAN HERITAGE BANK | \$ 42,912.82 |
| ANOKA CO GOVERNMENT CENTER | \$ 15,159.00 |
| BOYER FORD TRUCKS | \$ 67,617.90 |
| FLEET SERVICES/WEX BANK | \$ 3,660.76 |
| LATIMER LAKE ASSOCIATION | \$ 2,444.00 |
| LONG PRAIRIE SANITATION INC | \$ 3,261.79 |
| MN DEPT OF FINANCE | \$ 6,361.50 |
| MORRISON COUNTY | \$ 24,756.65 |
| PETERS & CHURCHWELL | \$ 6,952.56 |
| SCHUMACHER'S NURSERY AND BAKERY | \$ 6,366.25 |
| STEP | \$ 4,567.50 |
| Payments Less than 2000 | \$ 14,735.27 |
| CARD SERVICES COBORNS | \$ 2,777.45 |
| GENE-O'S COUNTRYSIDE REST LLC | \$ 6,591.20 |
| GOULD/RHONDA M | \$ 2,727.00 |
| LONG PRAIRIE OIL COMPANY | \$ 4,207.74 |
| MARTHALER CHEVROLET OF GLENWOOD | \$ 29,703.00 |
| MINNESOTA POWER & LIGHT | \$ 11,620.85 |
| Prairie Lakes Municipal Solid Waste Auth | \$ 43,613.24 |
| TODD TRAILS ASSOCIATION | \$ 30,000.25 |
| ZAYO ENTERPRISE NETWORKS | \$ 3,442.05 |
| Payments Less than 2000 | \$ 12,543.01 |
| AMERICAN HERITAGE | \$ 9,714.34 |
| CENTERPOINT ENERGY | \$ 2,080.10 |
| NELSON AUTO CENTER INC | \$ 29,201.72 |
| STAPLES ADVANTAGE | \$ 2,683.59 |
| Payments Less than 2000 | \$ 6,876.87 |
| ALLIANCE BUILDING CORPORATION | \$ 118,655.00 |
| FAHRNER ASPHALT SEALERS, LLC | \$ 59,852.53 |
| HARDRIVES INC | \$ 225,971.34 |
| INITIATIVE FOUNDATION | \$ 5,200.00 |
| RESOURCE TRAINING AND SOLUTIONS | \$ 220,398.00 |
| TODD CO AUD-TREAS | \$ 15,857.50 |
| TRAFFIC MARKING SERVICE INC | \$ 57,275.89 |
| VERIZON | \$ 2,143.12 |
| Payments Less than 2000 | \$ 9,127.16 |
| AMERICAN HERITAGE BANK | \$ 1,090,288.92 |
| BIG SWAN LAKE IMPROVEMENT DIST. | \$ 8,272.04 |
| CITY OF BERTHA | \$ 118,633.67 |
| CITY OF BROWERVILLE | \$ 149,469.74 |
| CITY OF BURTRUM | \$ 12,361.40 |
| CITY OF CLARISSA | \$ 121,450.43 |

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| CITY OF EAGLE BEND | \$ 139,658.89 |
| CITY OF GREY EAGLE | \$ 48,422.69 |
| CITY OF HEWITT | \$ 38,131.89 |
| CITY OF LONG PRAIRIE | \$ 452,720.76 |
| CITY OF OSAKIS | \$ 85,084.97 |
| CITY OF STAPLES | \$ 358,644.28 |
| CITY OF WEST UNION | \$ 6,986.22 |
| REGION V DEVELOPMT COMMISSION | \$ 14,284.27 |
| SAUK RIVER WATER SHED DISTRICT | \$ 42,775.32 |
| SCHOOL DISTRICT 213 | \$ 448,649.74 |
| SCHOOL DISTRICT 2155 | \$ 2,102.54 |
| SCHOOL DISTRICT 2170 | \$ 355,676.02 |
| SCHOOL DISTRICT 2753 | \$ 1,414,078.95 |
| SCHOOL DISTRICT 2759 | \$ 168,365.90 |
| SCHOOL DISTRICT 486 | \$ 207,753.68 |
| SCHOOL DISTRICT 487 | \$ 5,325.16 |
| SCHOOL DISTRICT 740 | \$ 40,279.10 |
| SCHOOL DISTRICT 743 | \$ 326,516.32 |
| SCHOOL DISTRICT 786 | \$ 245,261.53 |
| SCHOOL DISTRICT 787 | \$ 290,351.10 |
| SCHOOL DISTRICT 818 | \$ 28,854.32 |
| TOWN OF BARTLETT | \$ 48,326.18 |
| TOWN OF BERTHA | \$ 42,014.30 |
| TOWN OF BIRCHDALE | \$ 75,602.88 |
| TOWN OF BRUCE | \$ 71,438.21 |
| TOWN OF BURLEENE | \$ 38,365.02 |
| TOWN OF BURNHAMVILLE | \$ 84,602.64 |
| TOWN OF EAGLE VALLEY | \$ 55,286.62 |
| TOWN OF FAWN LAKE | \$ 91,149.03 |
| TOWN OF GERMANIA | \$ 35,721.25 |
| TOWN OF GORDON | \$ 145,982.57 |
| TOWN OF GREY EAGLE | \$ 110,785.90 |
| TOWN OF HARTFORD | \$ 90,117.78 |
| TOWN OF IONA | \$ 52,346.01 |
| TOWN OF KANDOTA | \$ 48,428.55 |
| TOWN OF LESLIE | \$ 96,828.81 |
| TOWN OF LITTLE ELK | \$ 44,870.94 |
| TOWN OF LITTLE SAUK | \$ 66,530.61 |
| TOWN OF LONG PRAIRIE | \$ 69,648.70 |
| TOWN OF MORAN | \$ 56,537.37 |
| TOWN OF REYNOLDS | \$ 50,457.05 |
| TOWN OF ROUND PRAIRIE | \$ 100,807.02 |
| TOWN OF STAPLES | \$ 97,543.12 |

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|-------------------------|------------------------|
| TOWN OF STOWE PRAIRIE | \$ 57,334.15 |
| TOWN OF TURTLE CREEK | \$ 43,563.03 |
| TOWN OF VILLARD | \$ 120,527.08 |
| TOWN OF WARD | \$ 55,101.19 |
| TOWN OF WEST UNION | \$ 65,222.53 |
| TOWN OF WYKEHAM | \$ 47,003.80 |
| Payments Less than 2000 | \$ 1,574.47 |
| Total: | \$ 9,327,217.32 |

COMMISSIONER WARRANTS

| VENDOR NAME | AMOUNT |
|---------------------------------|---------------------|
| BENNING PRINTING & PUBLISHING | \$ 7,932.60 |
| BUSKER CONCRETE | \$ 2,000.00 |
| CENTRACARE HEALTH LONG PRAIRIE | \$ 3,220.66 |
| ELECTION SYSTEMS & SOFTWARE INC | \$ 16,247.50 |
| LONG PRAIRIE LEADER | \$ 6,788.30 |
| MORRISON CO PUBLIC HEALTH SERV | \$ 2,378.22 |
| SPECTRUM PRINTING | \$ 3,423.06 |
| TURNKEY/THREE SQUARE MARKET | \$ 4,063.53 |
| WARNER GARAGE DOOR, INC. | \$ 6,322.13 |
| WIDSETH SMITH NOLTING INC | \$ 3,246.16 |
| Payments Less than 2000 | \$ 33,336.36 |
| Total: | \$ 88,958.52 |

HEALTH & HUMAN SERVICES WARRANTS


| VENDOR NAME | AMOUNT |
|------------------------------------|----------------------|
| DHS - MSOP-MN SEX OFFENDER PROGRAM | \$ 12,624.80 |
| DHS - SWIFT | \$ 20,833.63 |
| FRESHWATER EDUCATION DISTRICT 6004 | \$ 14,877.00 |
| RURAL MN CEP INC | \$ 18,888.31 |
| Payments Less than 2000 | \$ 40,275.29 |
| Total: | \$ 107,499.03 |

| VENDOR NAME | AMOUNT |
|--------------------------------|---------------------|
| CENTRACARE HEALTH - LP | \$ 6,733.94 |
| EAGLE RIDGE BOYS RANCH | \$ 2,550.00 |
| MID MINNESOTA DRUG TESTING INC | \$ 4,575.00 |
| NEXUS INC - MILLE LACS ACADEMY | \$ 5,035.50 |
| NORTHERN PINES MENTAL HLTH CTR | \$ 12,912.50 |
| STEP | \$ 6,460.92 |
| WEST CENTRAL REG JUVENILE CTR | \$ 3,312.50 |
| Payments Less than 2000 | \$26,234.58 |
| Total: | \$ 67,814.94 |

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On a motion by Neumann and second by Erickson, the preceding minutes of the County Board meeting held June 7, 2016 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on September 20, 2016.

Witness my hand and seal:



Barb Becker, County Board Chairperson



Denise Gaida, Todd County Auditor-Treasurer