

# TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
September 20, 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 20<sup>th</sup> day of September, 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 Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants number 44284 through 44389 in the amount of \$81,806.61.

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Health & Human Services Warrants number number 511591 through 511698 in the amount of \$170,687.38.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner's Meeting Minutes for June 7, 2016 and June 21, 2016.

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Region V Lease Agreement effective from October 1, 2016 through December 31, 2021.

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the attached Hockey Lease Agreement effective from September 15, 2016 through March 31, 2018.

## **Finance Committee**

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

### **A RESOLUTION ADOPTING THE 2017 PRELIMINARY LEVY**

**WHEREAS**, the Laws of the State of Minnesota direct that the Todd County Board of Commissioners are required to approve by resolution a preliminary levy no later than September 30<sup>th</sup> annually, and;  
**WHEREAS**, The Todd County Board of Commissioners have considered the financial situation of the County and had an opportunity to deliberate the levying of property taxes upon property owners within the County.

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve the 2017 preliminary levy for Todd County, for property taxes payable in 2017 per table below, with the authority to reduce this levy before the final levy deadline of December 30<sup>th</sup> 2016.

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	Certified Levy	Program Aid	Local Levy
General Revenue	9,146,441.00	1,350,255.00	7,796,186.00
Road & Bridge	2,391,928.00		2,391,928.00
Human Services	3,451,700.00		3,451,700.00
Public Health	393,329.00		393,329.00
Comp Water	5,360.00		5,360.00
Regional Library	337,393.00		337,393.00
Bonded Indebtedness	594,069.00		594,069.00
County Fair	20,000.00		20,000.00
Parks & Trails	12,000.00		12,000.00
<b>Total</b>	16,352,220.00	1,350,255.00	15,001,965.00

### Public Works

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To set the 2016 Fall Road Meeting for November 2, 2016 at 9:00 a.m. at the Public Works Long Prairie Shop located at 44 Riverside Drive, Long Prairie, MN 56347.

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

#### **Approval to Initiate the Process to Sell County Owned Parcels 36-4013300 & 36-4014300 (Impound Lot and STS Wood Sale Lot)**

**WHEREAS**, Todd County has been approached by Long Prairie Packing Company, LLC to consider selling two County owned parcels that contain the Sherriff's Impound Lot, Veteran's Service Garage, and the Sentence to Serve Wood Sale Lot (Parcel ID 36-4013300 and Parcel ID 36-4014300), and;

**WHEREAS**, the County has compiled a cost estimate to provide for full replacement of these lots which would be located in the City of Long Prairie's Industrial Park with a value of replacement being \$277,183.00, and;

**WHEREAS**, the sale of these parcels would provide for new County buildings, increased tax base and reduction of potential farm vehicle interaction on County State Aid Highway #56, and;

**WHEREAS**, the sale of these parcels will need to be sold on a public auction to provide opportunity for all interested parties to submit a bid for purchase.

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners instructs the County Engineer to proceed with the process to initiate the public sale of County owned Parcels 36-4013300 and 36-4014300; and,

**BE IT FURTHER RESOLVED**, that the County Engineer has been granted the authority to work with a local real estate attorney to provide legal services for the County to help negotiate the public sale of these parcels; and,

**BE IT FURTHER RESOLVED**, that the minimum bid for the sale of these parcels shall not be lower than the estimated replacement cost of \$277,183.00 and any associated legal real estate fees.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the County Engineer to be a signatory for the County on the attached

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easement upon receipt of the final version of the easement from Minnesota Power which will contain the updated legal description.

## Central Minnesota Housing Partnership

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To deny the Reichert Place Apartments Loan Forgiveness Request.

## Big Swan Lake Improvement District

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Big Swan Lake Improvement District 2017 – 2021 budget plan, an assessment to 165 property owners in the amount of \$95 per property owner, totaling \$15,675 per year.

## Initiative Foundation

Jeff Wig, Initiative Foundation and Rick Utech, Todd County Development Corporation presented information to the board on the Initiative Foundation's undertakings and accomplishments.

## Solid Waste

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

### **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, and;

**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;

**NOW, THEREFORE BE IT RESOLVED**, that the County of Todd declares a market price of \$65.00 per ton at the Morrison County Landfill.

## Health & Human Services

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Energy Assistance Program Contract and Internal Controls Documentation for FFY2017.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the hire of Amanda Allen to fill an open position as a Child Protection Social Worker at Grade 10, Step 1-\$23.26/hr.

## Human Resources

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve filling the full-time position of Payroll Specialist in County Administration.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the continued part-time status of Lisa Herges as County Coordinator/Human Resources at 2/5 time and 2/5 pro-rated salary effective the week of September 25, with work days alternating Thurs/Fri and Mon/Tue from week to week through November 15, 2016.

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## Auditor-Treasurer Report

Absentee voting for the General Election begins on September 23<sup>rd</sup>. Election Equipment Testing will be performed over the next couple weeks. Real Estate taxes are increasing in daily traffic.

## Commissioners' Report

The Commissioners reported on the meetings they had attended.

## Coordinator's Report

MCIT meeting was held last week and recommends to not necessarily record the open meetings but instead only record what we are legally bound to record. Currently working on a new personnel policy. Currently working on a proposal for NeoGov software to allow a better management process to accept, screen, and process job applicants.

## Adjourn

On motion by Neumann and second by Kneisl, the meeting was adjourned for the month of September, 2016.

### COMMISSIONER WARRANTS

<u>VENDOR NAME</u>	<u>AMOUNT</u>
CENTRAL SPECIALTIES INC	\$ 13,471.44
ELECTION SYSTEMS & SOFTWARE INC	\$ 3,926.73
GOVCONNECTION INC	\$ 3,500.70
HORIZON ROOFING INC	\$ 2,560.00
LONG PRAIRIE OIL COMPANY	\$ 3,234.04
M-R SIGN COMPANY INC	\$ 6,749.00
OFFICE VENTURES	\$ 2,225.00
SHIRLEY'S GAS & GROCERIES	\$ 2,659.53
TODD CO AUDITOR-TREASURER	\$ 3,106.73
TODD COUNTY TREASURER	\$ 3,248.80
TURNKEY/THREE SQUARE MARKET	\$ 2,226.22
US POSTAL SERVICE	\$ 4,980.00
Payments less than 2000	\$ 29,918.42
Total:	\$ 81,806.61

### HEALTH & HUMAN SERVICES WARRANTS

<u>VENDOR NAME</u>	<u>AMOUNT</u>
# 14471	\$ 2,074.21
ANU FAMILY SERVICES INC	\$ 3,000.00
CENTRAL MN MENTAL HLTH CTR	\$ 4,895.00
# 4453	\$ 5,015.00
GREATER MN FAMILY SRVS INC	\$ 2,818.31
HEARTLAND GIRLS RANCH	\$ 8,219.40
HOLISTIC FAMILY EDUCATION SRVS	\$ 4,323.34
# 11617	\$ 2,744.47
KINDRED FAMILY FOCUS	\$ 3,190.85
LUTHERAN SOCIAL SRVS OF MN-ST PAUL	\$ 3,937.31
# 10746	\$ 3,164.79


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NORTH HOMES CHILDREN & FAMILY SRVS	\$ 4,477.00
NORTHERN PINES MENTAL HLTH CTR	\$ 5,030.50
# 14051	\$ 4,143.92
PARENT EDUCATION SERVICES	\$ 2,067.00
# 14162	\$ 2,272.92
PINEHAVEN YOUTH AND FAMILY SRVS INC	\$ 7,758.37
PORT OF CROW WING GIRLS HOME	\$ 2,211.00
STEP	\$ 7,711.30
# 14203	\$ 2,690.80
VILLAGE RANCH INC	\$ 18,962.49
WEST CENTRAL REG JUVENILE CTR	\$ 3,312.50
# 14480	\$ 2,370.49
Payments less than 2000	\$ 64,296.41
Total:	\$ 170,687.38

On a motion by Erickson and second by Kircher, the preceding minutes of the County Board meeting held September 20, 2016 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on November 1, 2016.

Witness my hand and seal:

  
Barb Becker, County Board Chairperson

  
Denise Gaida, Todd County Auditor-Treasurer