

# TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
October 4, 2016*

## Public Comment

Steve Beck addressed the County Board on the areas of budget preparation transparency compliments and Coordinator/Administrator concerns.

## 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 4<sup>th</sup> day of October, 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 with Commissioner Kircher absent.

## Approval of Agenda

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote. To approve the agenda with the addition of 4.6 Excluded Bingo Permit.

## Routine Business

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Auditor Warrants number 228066 through 228213 in the amount of \$994,521.53.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants number 44390 through 44481 in the amount of \$119,173.88.

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 69253 through 69407 in the amount of \$89,083.33 and number 511699 through 511724 in the amount of \$31,776.47.

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 July 5, 2016 and July 19, 2016 as read.

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To adopt the Todd County Election Emergency Plan as presented with future revisions made as deemed as necessary by the Todd County Auditor-Treasurer. A copy of the plan is on file in the Auditor-Treasurer's Office.

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

### **EXCLUDED BINGO PERMIT – TODD COUNTY COUNCIL ON AGING**

**WHEREAS**, the Todd County Board of Commissioners are establishing their approval for an Excluded Bingo Permit for the Todd County Council On Aging through this resolution;  
**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a one day Excluded Bingo Permit for the Todd County Council On Aging to hold a bingo at The Clarissa

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Ballroom in Eagle Valley Township at the address 19281 Kotter Road, Clarissa, MN on October 30, 2016.

## Auditor-Treasurer's Office

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

### **RESOLUTION AUTHORIZING ISSUANCE AND SALE OF GENERAL OBLIGATION REFUNDING BONDS, SERIES 2016**

**NOW, THEREFORE BE IT RESOLVED**, by the Board of County Commissioners (the "Board") of Todd County, Minnesota (the "County"), as follows:

SECTION 1. PURPOSE. It is hereby determined to be in the best interests of the County to issue its General Obligation Refunding Bonds, Series 2016 (the "Bonds"), pursuant to Minnesota Statutes, Chapter 475, to refund all or a portion of the 2019 through 2026 maturities of the County's General Obligation Bonds, Series 2011, dated, as originally issued, as of May 12, 2011 (the "Refunded Bonds").

SECTION 2. TERMS OF PROPOSAL. Public Financial Management, municipal advisor to the County, is hereby authorized to prepare a form of Notice of Sale for the Bonds and solicit bids for the Bonds on behalf of the County on a competitive basis.

## City of Long Prairie

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To decline the written request from the City of Long Prairie to abate the County's portion of taxes on 16 taxable parcels located within the City in support of the City's 2016 FTTH Broadband Communications Network.

## Hands of Hope

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

### **2016 DOMESTIC VIOLENCE AWARENESS MONTH PROCLAMATION FOR TODD COUNTY**

**WHEREAS**, Our homes should be a place of warmth, love, safety, and security, and for most of us, home and family are indeed among our greatest blessings;

**WHEREAS**, domestic violence is a serious crime that terrorizes one's home which affects people, regardless of race, age, religion, income level gender or occupation, and is happening in Todd County;

**WHEREAS**, The crime of domestic violence violates an individual's privacy, dignity, security, safety, and humanity, due to the systematic use of physical, emotional, verbal, sexual, psychological, and economic control and abuse;

**WHEREAS**, Domestic violence costs the nation over 12.5 billion dollars annually in medical expenses, police and court costs, shelters and foster care, sick leave, absenteeism, and loss of productivity. In Todd County, Hands of Hope Resource Center has served over 320 men, women and children to date in 2016.

**WHEREAS**, A coordinated community effort is needed to address this crime; a coalition of organizations including law enforcement, prosecution, victim services, health care providers, the clergy, social services and concerned citizens to address this recurring crisis;

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**NOW, THEREFORE BE IT RESOLVED**, In recognition of the important work done by Hands of Hope Resource Center, we the commissioners of Todd County do hereby proclaim the month of October 2016 as Domestic Violence Awareness Month and urge all citizens to work with Hands of Hope Resource Center in eliminating domestic violence in our communities.

## Central Minnesota Housing Partnership

On motion by Erickson and second by Kneisl the following motion was introduced and adopted by unanimous vote: To approve the Subordination of the Todd County Mortgage (recorded as document #398753) on the Reichert Place Apartments.

## Planning & Zoning

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

### **FINAL PLAT APPROVAL – “SUNSET VIEW DEVELOPMENT” SUBDIVISION**

**WHEREAS**, Applicant Michael and Pattie Tiemann applied to subdivide a property that is part of Govt. Lot 7 in Section 26 of Birchdale Township with the plat to be known as Sunset View Development,

**WHEREAS**, The Sunset View Development Plat consists of one residential lots of 1.17 acres located in the Shoreland Zoned District of Little Birch lake,

**WHEREAS**, On June 2, 2016 the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance: Section 26 TWP-127 Range – 33 That part of Government Lot Seven (7) of Section Twenty-six (26),

Township One Hundred Twenty-seven (127), Range Thirty-three (33) described as follows: Commencing at the Northeasterly corner of Lot 6, Beaver Point Lakeshore Lots Second Addition, according to the plat thereof recorded in the Office of the County Recorder of Todd County, Minnesota; thence North 36 degrees 29 minutes 00 seconds East (assumed bearing) along a line being the Northeasterly extension of the East line of said Lot 6 a distance of 129.00 feet; thence North 08 degrees 12 minutes 00 seconds East a distance of 119.76 feet; thence North 25 degrees 05 minutes 00 seconds East a distance of 86.00 feet to the point of beginning of the land to be described; then continuing along said line North 25 degrees 05 minutes 00 seconds East a distance of 86 feet; thence North 59 degrees 57 minutes 53 seconds East a distance of 79.56 feet; thence North 56 degrees 35 minutes 00 seconds East a distance of 150.00 feet; thence South 30 degrees 18 minutes 35 seconds East a distance of 189.94 feet; thence South 35 degrees 09 minutes 23 seconds West a distance of 135.11 feet; thence South 88 degrees 36 minutes 39 seconds West a distance of 122.23 feet; thence North 54 degrees 20 minutes 12 seconds West a distance of 103.12 feet; thence North 68 degrees 17 minutes 35 seconds West a distance of 45.87 feet to the point of beginning, Todd County, Minnesota (“the Premises”). Total of 1.17 acres

**WHEREAS**, On June 21, 2016 the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Sunset View Development Preliminary Plat (Subdiv\_2016-04) with no conditions.

**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 “Sunset View Development” subdivision be approved as presented.

## South Country Health Alliance

Leota Lind presented a report on South Country Health Alliance activities to the County Board.

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## Health & Human Services

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the purchase to expand the existing Todd County electronic data management system to the Family Services Unit.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To accept the intent of Kali Christensen to retire effective December 31, 2016.

On 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 a Social Worker, to fill the position that will be left vacant by the retirement of Kali Christensen.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To accept the intent of Barb Wessel to retire effective date to be determined in the near future.

On 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 a Social Worker, to fill the position that will be left vacant by the retirement of Barb Wessel.

## Human Resources

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve purchasing NeoGov recruitment software license for the initial cost of \$7,250, and the subsequent annual cost of \$4,250.

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To adopt the County General Records Retention Schedule-Human Resources Records.

## Closed Session

Chairperson Becker announced that the meeting would proceed into a Closed Session to discuss matters of an employee subject to the authority of the County Board regarding separation from employment. This meeting is being held pursuant to Minnesota Statute Section 13D.05 Subd. 3(b) attorney-client privilege. Therefore, the meeting is being closed so the County Board can make an informed decision with the advice of counsel; that advice cannot be freely given where the opponent can listen; that tax dollars are at stake in the event of a poor or uninformed decision; that nothing beyond the specific matter justifying the closure will be discussed.

The meeting was closed at 10:27 a.m. Closed Session was held within the small Commissioner's Room.

On motion by Neumann and second by Kneisl, the meeting was reopened at 11:30 a.m.

## Auditor-Treasurer Report

Reminder of the AMC Fall Meeting on October 28<sup>th</sup>. Discussion of potential TNT date selection.

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## Commissioners' Report

The Commissioners reported on the meetings they had attended.

## Coordinator's Report

Discussion with the County Board on inquiring about implementing an electronic timeclock system.

## Adjourn

Commissioner Becker recessed the meeting until October 18<sup>th</sup>, 2016.

AUDITOR WARRANTS		
VENDOR NAME		AMOUNT
AMERICAN HERITAGE BANK	\$	3,108.00
COMPUTER PROFESSIONALS	\$	4,473.00
LONG PRAIRIE SANITATION INC	\$	3,261.79
NO NAME CONSTRUCTION	\$	2,000.00
PHEASANTS FOREVER	\$	2,750.00
ROBERT R. SCHROEDER CONST. INC.	\$	121,780.01
STRUCTURAL SPECITALTIES INC	\$	106,962.93
TODD SOIL & WATER CONS DIST	\$	55,973.00
Payments less than 2000	\$	10,565.60
AMERICAN HERITAGE BANK	\$	63,396.67
BIG BIRCH LAKE ASSOCIATION	\$	5,265.06
CARD SERVICES COBORNS	\$	3,905.04
EISNER (HINNENKAMP)/ROSALIE	\$	5,871.60
FLEET SERVICES/WEX BANK	\$	5,290.20
GENE-O'S COUNTRYSIDE REST LLC	\$	7,337.01
GOULD/RHONDA M	\$	2,412.00
HILLMER/DAVID	\$	5,644.43
LONG PRAIRIE OIL COMPANY	\$	2,916.25
MADDEN GALANTER HANSEN, LLP	\$	2,044.68
MN DEPT OF FINANCE	\$	8,098.00
MORRISON COUNTY	\$	28,622.75
Prairie Lakes Municipal Solid Waste Auth	\$	59,924.32
STEP	\$	5,525.50
Payments less than 2000	\$	7,126.22
ALLIANCE BUILDING CORPORATION	\$	22,691.18
FARMERS STATE BANK	\$	30,364.25
GREAT RIVER REGIONAL LIBRARY	\$	85,418.50
HARDRIVES INC	\$	3,853.13
MINNESOTA POWER & LIGHT	\$	13,938.32
PETERS & CHURCHWELL	\$	3,281.00
SANOFI PASTEUR INC	\$	3,969.37
STAPLES ADVANTAGE	\$	2,755.63

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VOYANT COMMUNICATIONS, LLC	\$	3,525.75
WATERGUARDS, LLC	\$	14,994.00
WONDERLICH/SCOTT A	\$	4,351.50
Payments less than 2000	\$	10,338.03
AMERICAN HERITAGE	\$	7,332.05
BIG BIRCH LAKE ASSOCIATION	\$	4,670.32
CITY OF ST CLOUD	\$	4,531.17
HOLECEK/ESTATE OF HELEN	\$	5,100.18
LARSON/JEFF	\$	7,689.00
LONG PRAIRIE OIL COMPANY	\$	3,988.75
RESOURCE TRAINING AND SOLUTIONS	\$	230,239.50
Payments less than 2000	\$	7,235.84
<b>Total:</b>	\$	<b>994,521.53</b>

## COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
CENTRACARE HEALTH LONG PRAIRIE	\$ 2,767.25
CENTRAL SPECIALTIES INC	\$ 2,703.98
HILLYARD	\$ 2,714.11
IMPACT TECHNOLOGY	\$ 2,547.00
M-R SIGN COMPANY INC	\$ 2,866.13
MORRISON CO PUBLIC HEALTH SERV	\$ 4,417.82
MOTOROLA SOLUTIONS CREDIT CO LLC	\$ 57,330.30
RELIANCE TELEPHONE INC	\$ 2,605.61
SUMMIT COMPANIES	\$ 5,538.00
TODD CO PUBLIC WORKS	\$ 6,600.00
TURNKEY/THREE SQUARE MARKET	\$ 2,570.43
Payments less than 2000	\$ 26,513.25
<b>Total:</b>	<b>\$ 119,173.88</b>

## HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
BRENNY FUNERAL CHAPEL - STAPLES, MN	\$ 7,000.00
CDW GOVERNMENT INC	\$ 3,625.28
DHS - MSOP- MN SEX OFFENDER PROGRAM	\$ 6,845.00
DHS - SWIFT	\$ 16,086.53
RURAL MN CEP INC	\$ 16,071.34
150 PAYMENTS LESS THAN 2000	\$ 39,455.18
<b>Total:</b>	<b>\$ 89,083.33</b>

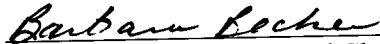
VENDOR NAME	AMOUNT
CENTRAL MN MENTAL HEALTH CTR	\$ 3,960.00
KINDERCARE EDUCATION LLC	\$ 3,010.00
MERIDIAN SERVICES INC	\$ 4,000.07
MID MINNESOTA DRUG TESTING INC	\$ 3,060.00

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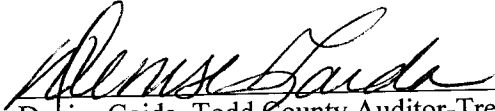
NORTH HOMES CHILDREN & FAMILY SRVS	\$ 6,939.35
NORTHERN PINES MENTAL HLTH CTR	\$ 3,854.00
Payments less than 2000	\$ 6,953.05
Total:	\$ 31,776.47

On a motion by Erickson and second by Kircher, the preceding minutes of the County Board meeting held October 4, 2016 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on December 7, 2016.

Witness my hand and seal:



Barb Becker, County Board Chairperson



Denise Gaida, Todd County Auditor-Treasurer