

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
December 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 20th day of December, 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 were 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 the Commissioner Warrants number 44965 through 45100 in the amount of \$115,682.04.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Health & Human Services Warrants number 511980 through 512073 in the amount of \$143,725.20.

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner's Meeting Minutes for December 7, 2016 as presented.

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

GAMBLING PERMIT FOR SAUK VALLEY GOBBLERS

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for Sauk Valley Gobblers through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a one day Gambling Permit for Sauk Valley Gobblers to hold a raffle at Diamond Point in Birchdale Township at the address 12818 Bayview Drive, Sauk Centre, MN on February 25th, 2017.

On motion by Erickson and second by Kneisl, 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 2017.

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

RESOLUTION REQUESTING APPROVAL FROM THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR THE SALE OF TAX FORFEITED LANDS

WHEREAS, the County Board of Commissioners of the County of Todd, State of Minnesota, Desires to offer for sale certain parcels of land that have forfeited to the State of Minnesota for nonpayment of taxes, and

TODD COUNTY BOARD OF COMMISSIONERS

WHEREAS, said parcels of land have been viewed by the County Board of Commissioners and have been classified as non-conservation lands as provided for in Minnesota Statutes 282.01

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby certifies that all parcels of land on the attached list have been viewed and comply with the provisions of Minnesota Statutes 85.012, 92.461, 282.01, Subd. 8, and 282.018, and other statues that require the withholding of tax-forfeited lands from sale. [Unless otherwise stated.] The Todd County Board of Commissioners hereby certifies that the Soil and Water Conservation Board (of the district in which the land is located) has reviewed the attached land sale list and identified any and all non-forested marginal land and wetland

BE IT FURTHER RESOLVED, that the Todd County Board of Commissioners hereby request approval from the Minnesota Department of Natural Resources for the Sale of said lands.

Finance Committee

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

A RESOLUTION TO APPROVE THE 2017 COUNTY BUDGET

WHEREAS, the Todd County Board of Commissioners are required to adopt an annual budget and certify it to the County Auditor, and;

WHEREAS, the County Board of Commissioners have had an opportunity to discuss the operations costs and revenues of the County for fiscal year 2017;

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners hereby approve the following as the 2017 Budget for the County of Todd, Minnesota and directs that it be forwarded to the County Auditor.

<u>REVENUES</u>	2016	2017
Property tax	14,339,799	15,001,965
State General Purpose Aid	1,362,877	1,383,210
Other taxes	600,000	757,200
Licenses & Permits	130,965	143,065
Federal Grants	3,848,707	3,065,034
State Aids	8,088,005	7,759,877
Local Grants	0	0
Charges for Service	2,430,461	2,514,020
Misc Revenue	1,170,218	1,957,344
Interest on Investments	46,300	48,400
Other Financing Sources	5,200	0
Transfers	240,000	0
Total Revenue & Other Source	32,262,532	32,630,115
 <u>EXPENDITURES</u>		
General Government	5,084,740	5,124,228
Public safety	3,799,443	4,040,547
Highway/Construction	6,487,880	5,944,480
Streets & Highways (excluding Constr.)	3,026,848	3,171,948
Human Services	7,798,201	7,997,395

TODD COUNTY BOARD OF COMMISSIONERS

Health	2,773,449	2,788,294
Culture and Recreation	437,474	439,134
Conservation of Nat Resources	935,235	980,133
Economic Development	76,000	72,400
Gen Debt Service	598,194	594,069
Capital Outlay	1,377,260	1,424,614
Transfers	530,869	352,873
Other Fiscal Charges	0	0
Total Expenditures & other uses:	32,925,593	32,930,115
Budget Balance	663,061	300,000

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

A RESOLUTION ADOPTING THE 2017 FINAL LEVY

WHEREAS, the Laws of the State of Minnesota direct that the Todd County Board of Commissioners are required to approve by resolution a final levy no later than December 30th 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, the Todd County Board of Commissioners hereby approves the following as the 2017 Final Levy for the County of Todd, Minnesota for property taxes payable in 2017 and directs that it be forwarded to the County Auditor.

	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
Total	16,352,220.00	1,350,255.00	15,001,965.00

Public Works

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

FINAL PAYMENT AUTHORIZATION - 2016 COUNTY ROAD 57 PAVING CONTRACT

WHEREAS, the contract with Central Specialties, Inc. for the 2016 County Road 57 Paving Contract known as CP 16:57-01, has in all things been completed, and;

TODD COUNTY BOARD OF COMMISSIONERS

WHEREAS, construction work on this contract was scheduled and completed in 2016 with the value of the total work certified being \$447,236.85 and;

WHEREAS, partial payments amounting to \$420,884.06 have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that \$26,352.79 still remains to be paid to Central Specialties, 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 Kircher and second by Kneisl, the following resolution was introduced and adopted by unanimous vote:

FINAL PAYMENT AUTHORIZATION - 2016 GRAVEL AND DUST CONTROL CONTRACT

WHEREAS, the contract with Central Specialties, Inc. for the 2016 Gravel and Dust Control Contract (which includes the following projects CP 77-16-08, CP 16:57, CP 16:58, CP 16:95, CP 16:97) located along various Todd County Highways, has in all things been completed, and;

WHEREAS, construction work on this contract was scheduled and completed in 2016 with the value of the total work certified being \$219,590.78, and;

WHEREAS, partial payments amounting to \$208,611.25 have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that \$10,979.53 still remains to be paid to Central Specialties, Inc.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners does here accept said completed projects for and in behalf of the County of Todd and authorize final payment as specified.

Ditch Inspector

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

REJECT ALL BIDS – COUNTY DITCH 18 REPAIR PROJECT

WHEREAS, The Todd County Ditch Authority sought bids for the repair of County Ditch 18; and

WHEREAS, the bids were opened and reviewed on December 2, 2016, and the bid details are outlined and attached to this Resolution as Exhibit “A”; and

WHEREAS, the Ditch Authority reserves the right to reject any and all bids as out lined in Article 19 of the bid packet which is attached as Exhibit “B”.

NOW, THEREFORE BE IT RESOLVED, the Todd County Ditch Authority rejects all bids received for the County Ditch 18 Repair Project.

Community Corrections

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: It is respectfully recommended that the County Board of Commissioners enter into and approve the Community Corrections Act Subsidy Agreement for 2017.

Solid Waste Public Hearing

A Public Hearing was held for the proposed increase of the per pound disposal rate for MSW to \$0.07 per pound and increase the per ton rate for MSW disposal to \$94 per ton.

A Public Hearing was held for the proposed Volume Based Service Fee as presented in the “Budget Comparison 2016-2017”, Budget Options-Long Term, Option #1.

TODD COUNTY BOARD OF COMMISSIONERS

Planning & Zoning

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

FINAL PLAT APPROVAL – “SWARTZENTRUBER ACRES” SUBDIVISION

WHEREAS, Applicant Peter A. Swartzentruber and Iva P. Swartzentruber applied to subdivide a property that is part of Southeast Quarter of the Northeast Quarter of Section 07 of Round Prairie Township with the plat to be known as Swartzentruber Acres

WHEREAS, The Swartzentruber Acres Plat consists of one residential lot of 32.58 acres more or less, located in the AF-1 Zoning District.

WHEREAS, On January 7, 2016 the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance: That part of the Southeast Quarter of the Northeast Quarter of Section 7, Township 128 North, Range 33 West, Todd County, Minnesota. Described as follows:

Beginning at the east quarter corner of said Section 7;

thence North 00 degrees 17 minutes 50 seconds West, assumed bearing, along the east line of said Southeast Quarter of the Northeast Quarter, 900.87 feet; thence South 89 degrees 42 minutes 10 seconds West 458.50 feet; thence North 00 degrees 17 minutes 50 seconds West 417.11 feet to the north line of said Southeast Quarter of the Northeast Quarter; thence South 88 degrees 43 minutes 07 seconds West, along said north line, 869.15 feet to the west line of said Southeast Quarter of the Northeast Quarter; thence South 00 degrees 19 minutes 33 seconds East, along said west line, 1323.47 feet to the south line of said Southeast Quarter of the Northeast Quarter; thence North 88 degrees 49 minutes 17 seconds East, along said south line, 457.92 feet to the west line of the East 869 feet of the said Southeast Quarter of the Northeast Quarter; thence North 00 degrees 17 minutes 50 seconds West, along said west line, 198.02 feet to the north line of the South 198 feet of said Southeast Quarter of the Northeast Quarter; thence North 88 degrees 49 minutes 17 seconds East, along said north line, 734.05 feet; thence South 01 degrees 10 minutes 43 seconds East 198.00 feet to said south line of the Southeast Quarter of the Northeast Quarter; thence North 88 degrees 49 minutes 17 seconds East, along said south line, 132.00 feet to the point of beginning. 32.58 acres

WHEREAS, On January 19, 2016 the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Swartzentruber Acres Preliminary Plat (C-20160209892) 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 “Swartzentruber Acres” subdivision be approved as presented.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the zoning amendment request by Gregory Johnson to rezone parcel 10-0011101 from AF-1 to AF-2 with the sights, sounds, and smells provision added to the plat.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Little Swan Villa preliminary plat request with four conditions outlined on proceedings.

TODD COUNTY BOARD OF COMMISSIONERS

Health & Human Services

Corey from STEP (formerly Todd County DAC) was present to provide an update to the Commissioners of the services provided to their consumers.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the STEP Purchase of Service and Host County Contract effective Jan 1, 2017 – Dec 31, 2017, as attached.

Bill Brings from Camphill Village was present to provide an update to the Commissioners of the services provided to their consumers.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Camphill Village Purchase of Service and Host County Contract effective Jan 1, 2017 – Dec 31, 2017 in the amount of \$816.00/month.

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Northern Pines Purchase of Service Contract effective Jan 1, 2017 – Dec 31, 2017. Commissioner Kircher abstained.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the purchase of service agreement with SomePlace Safe Parenting Center effective Jan 1, 2017 – Dec 31, 2017.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To accept the resignation of Sheila Roth effective December 5, 2016.

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve Health & Human Services to recruit and hire a Home Health Aide/Homemaker to fill the vacant position.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the elimination of one-\$30.00 petty cash fund and two-\$20.00 change funds. Total of \$70.00 will be deposited into Fund 21-Public Health. Remaining board approved change funds include one-\$100.00 change fund, one-\$50.00 change fund and one-\$20.00 change fund; for a total of \$170.00.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Memorandum of Agreement designating Jackie Och, Todd County Health and Human Services Director as the CHB Administrator for the Morrison-Todd-Wadena Community Health Board effective 1/1/2017-12/31-2017.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To authorize \$2,000.00 compensation to Jackie Och for the Community Health Board Rotating Administrator responsibilities effective January 1, 2017 through December 31, 2017.

TODD COUNTY BOARD OF COMMISSIONERS

Auditor-Treasurer Report

Reminders of upcoming meeting dates and deadlines. Pre-Audit was done by CliftonLarsonAllen. Truth in Taxation meeting held with success.

Commissioners' Report

The Commissioners reported on the meetings they had attended.

Commissioner Becker recessed the meeting until December 29th, 2016.

COMMISSIONER WARRANTS

<u>VENDOR NAME</u>	<u>AMOUNT</u>
BROWERVILLE TRUCKWASH/BIG BOYZ	\$ 4,515.00
COMPASS MINERALS AMERICA	\$ 14,905.70
ELECTION SYSTEMS & SOFTWARE INC	\$ 11,015.15
HILLYARD	\$ 2,379.11
IMPACT TECHNOLOGY	\$ 3,060.00
KIRBY'S ELECTRIC	\$ 4,000.00
LONG PRAIRIE MACHINERY CO INC	\$ 2,710.95
MORRIS ELECTRONICS	\$ 4,421.04
NORTHERN STAR COOP	\$ 2,168.30
NUSS TRUCK & EQUIP	\$ 5,480.37
SHI CORP	\$ 7,180.00
STAPLES WORLD	\$ 2,436.76
STREICHER'S	\$ 2,422.99
TODD CO AUDITOR-TREASURER	\$ 2,518.02
TODD CO MIS DEPT	\$ 6,957.60
Payments less than 2000	\$ 39,511.05
Total:	\$ 115,682.04

HEALTH & HUMAN SERVICES WARRANTS

<u>VENDOR NAME</u>	<u>AMOUNT</u>
ANU FAMILY SERVICES INC	\$3,000.00
# 4453	\$5,100.00
GERARD TREATMENT POROGRAMS	\$7,300.52
HEARTLAND GIRLS RANCH	\$9,115.50
HOLISTIC FAMILY EDUCATION SRVS	\$6,579.13
KINDRED FAMILY FOCUS	\$2,855.34
LUEBESMIER/HEATHER	\$2,495.00
LUTHERAN SOCIAL SERVICE OF MN-ST PAUL	\$6,987.30
NORTHERN PINES MENTAL HLTH CTR	\$9,614.50
NORTHWOOD CHILDRENS SERVICES	\$3,289.10
PORT OF CROW WING BOYS HOME	\$9,790.00
PORT OF CROW WING GIRLS HOME	\$2,670.00
STEP	\$6,131.38

TODD COUNTY BOARD OF COMMISSIONERS

# 14203	\$2,604.00
VILLAGE RANCH INC	\$16,998.90
# 14480	\$2,071.50
Payments less than 2000	\$47,123.03
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Total:	\$143,725.20

On a motion by Kircher and second by Neumann, the preceding minutes of the County Board meeting held December 20, 2016 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on December 29, 2016.

Witness my hand and seal:

Barbara Becker

Barb Becker, County Board Chairperson

Denise Gaida

Denise Gaida, Todd County Auditor-Treasurer