

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
January 3, 2017*

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 3rd day of January, 2017 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 with Kneisl arriving a few minutes late.

Oaths of Office

The Oath of Office was administered for elected candidates beginning their new term of service to the citizens of Todd County: Barbara Becker, Todd County Commissioner – District 1, Rodney Erickson, Todd County Commissioner – District 3 and Randy Neumann, Todd County Commissioner – District 5.

The Oath of Office was administered for appointed officials beginning their new term of service to the citizens of Todd County: Christopher Odden, Todd County Assessor.

Approval of Agenda

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

Board Organization

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To appoint Commissioner Erickson as the Chairperson of the Todd County Board of Commissioners for 2017 proceedings.

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To appoint Commissioner Neumann as the Vice-Chairperson of the Todd County Board of Commissioners for 2017 proceedings.

Community Corrections

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

RESOLUTION APPOINTING MEMBERSHIP

Todd-Wadena Community Corrections

This is a resolution appointing membership to the Todd-Wadena Community Corrections Executive Committee and Advisory Board.

WHEREAS, In accordance with MN Statutes Chapter 401, in 1976 Todd and Wadena Counties entered into a joint powers agreement and established Todd-Wadena Community Corrections, and

WHEREAS, On July 19, 2016, Todd and Wadena Counties reaffirmed their continued commitment to providing community corrections in their respective counties through Todd-Wadena Community Corrections, by approving the updated joint powers agreement, and

WHEREAS, Membership of the Todd-Wadena Community Corrections Executive Committee and Advisory Board needs to be appointed by the Boards of Commissioners in Todd and Wadena Counties, and

THEREFORE, IT IS RESOLVED that the members of the Todd-Wadena Community Corrections Executive Committee are appointed as follows:

TODD COUNTY BOARD OF COMMISSIONERS

1. David Kircher, Todd County Commissioner.
2. Barbara Becker, Todd County Commissioner.
3. Sheldon Monson, Wadena County Commissioner.
4. James Hofer, Wadena County Commissioner.
5. Naomi Moyer, Chairperson of the Community Corrections Advisory Board.
6. Jane Gustafson, Vice-Chairperson of the Community Corrections Advisory Board.
7. Honorable Sally Ireland Robertson, District Court Judge.

BE IT FURTHER RESOLVED that the members of the Todd-Wadena Community Corrections Advisory Board are appointed as follows:

1. Mark Hepokoski, Citizen Member.
2. Naomi Moyer, Citizen Member.
3. Gail Honek, Citizen Member.
4. Vacant, Citizen Member.
5. Connie Nelson, Victims Services.
6. David Kircher, Todd County Commissioner.
7. Barbara Becker, Todd County Commissioner.
8. Sheldon Monson, Wadena County Commissioner.
9. James Hofer, Wadena County Commissioner.
10. Honorable Sally Ireland Robertson, District Court Judge.
11. Jane Gustafson, Prosecuting Attorney.
12. Kyra Ladd, Prosecuting Attorney.
13. Sarah Federle, Public Defender.
14. Timothy Churchwell, Public Defender.
15. Melissa Birkholtz, Police Chief.
16. Michael D. Carr, Wadena County Sheriff.
17. Don Asmus, Todd County Sheriff.
18. Sandra Ahrendt, Ethnic/Minorities Representative.
19. Cindy Pederson, Health Professional.
20. Mike Willie, Social Services Representative.
21. Patrick Sutlief, Educational Administrator.
22. Dacia Kreklau, Corrections Agent.
23. Katherine Langer, Correctional Administrator.

Auditor-Treasurer

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

A RESOLUTION DESIGNATING AN OFFICIAL NEWSPAPER FOR 2017

WHEREAS, Minnesota Statutes Chapter 375.12 requires the annual letting of bids for publication of official proceedings of the County Board and similar statutes require the publication of delinquent tax lists, County Financial Statements, and local transportation project bid advertisements, and;

WHEREAS, pursuant to advertisement bids were opened to be designated as the official newspaper for Todd County on January, 3, 2017.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners accept the bid from Staples World, with a bid of \$9.95 per column inch to be the Official Newspaper for the year 2017 and;

BE IT FURTHER RESOLVED, that the Todd County website (www.co.todd.mn.us) be also designated as an official publication for all statutory requirements.

TODD COUNTY BOARD OF COMMISSIONERS

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

A RESOLUTION DESIGNATING AN EXTRA PUBLICATION NEWSPAPER FOR 2017
WHEREAS, Minnesota Statutes Chapter 375.12 requires the annual letting of bids for publication of official proceedings of the County Board and similar statutes require the publication of delinquent tax lists, County Financial Statements, and local transportation project bid advertisements, and;
WHEREAS, pursuant to advertisement bids were opened to be designated as the extra publication newspaper for Todd County on January, 3, 2017.
NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners accept the bid from the Long Prairie Leader with a bid of \$7.80 per column inch to be the Extra Publication Newspaper for the year 2017.

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

A RESOLUTION ESTABLISHING THE 2017 TODD COUNTY BOARD OF COMMISSIONERS BOARD PROTOCOL (Copy of full file available in the Auditor/Treasurer's Office)

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve to continue to hold the Todd County Board of Commissioner's Meetings on the first and third Tuesday of every month at 9:00 a.m. in the Todd County Historic Courthouse and Worksessions following the regular board meetings on the third Tuesday of the month or by Board Chairperson designation. The Commissioners also approve that the July 4, 2017 board meeting be rescheduled to July 5, 2017 and the year-end board meeting be set for December 28, 2017.

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

**A RESOLUTION ESTABLISHING
THE COMMISSIONER'S COMMITTEE ASSIGNMENTS FOR 2017**
WHEREAS, The County Commissioners have wide ranging and diverse responsibilities, and;
WHEREAS, it is necessary for Commissioners to be assigned to Committees for the purposes of advocating for the County, and to effectively complete the work of the County.
NOW, THEREFORE BE IT RESOLVED that the attached Committee Roster (Attachment A) is hereby adopted as the County Commissioners' Committee Assignments for 2017 and will remain on file in the Auditor-Treasurer's Office.

On motion by Becker and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner's Meeting Minutes for December 29, 2016 as presented.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Auditor Warrants number 228701 thru 228863 in the amount of \$961,946.43.

TODD COUNTY BOARD OF COMMISSIONERS

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To transfer funds from account 01-201-000-0000-6104 Part-Time Wages to 01-201-000-0000-6106 Elected Officials Salary of \$1,569.00 for the 2017 Budget.

City of Long Prairie / Long Prairie Area Chamber of Commerce

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve waiving the rental and utility fees for the MS Tram event organized by the Long Prairie Area Chamber of Commerce/City of Long Prairie at the Todd County Fairgrounds on July 19, 2017.

SWCD

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve hiring of Lewis Noska for Wetland Conservation Coordinator at Grade 10-B starting January 6, 2017.

Planning & Zoning

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve accepting of grant C17-6950 that provides low income landowner septic cost share and proceed with implementing the grant within the Long Prairie DWSMA.

Solid Waste

On motion by Kircher and second by Kneisl, the following resolution was introduced and adopted by majority vote with Neumann opposed:

SOLID WASTE TIPPING FEES-MSW-2017

WHEREAS, this the Todd County Board has approved increased Municipal Solid Waste tipping fees for 2017 at the Todd County Transfer Station.

NOW, THEREFORE BE IT RESOLVED, that the increase in tipping fees for Municipal Solid Waste become effective on Wednesday, March 1, 2017.

Health & Human Services

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the 2017 tobacco license applications for Clarissa Municipal Liquor, Clarissa, MN; Don and Dave's Store, Staples, MN; The Hub Supper Club, Burtrum MN; Jon's Family Foods, Clarissa, MN; Oscar Jacobsen American Legion Post 417, Long Prairie, MN; Rohde's Midway Gas, Bar and Grill, Long Prairie, MN; Saukinac Bar and Grill, Sauk Centre, MN; Seven Oaks Express, Clarissa, MN.

On motion by Becker and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the hire of Lisa Thielman, Social Worker, to fill the open Care Coordinator position at Grade 10, Step 2 - \$24.43/hr contingent upon successful completion of required background check and employee physical.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the fire of Jackie Ballou to fill the open Eligibility Worker position at Grade 6, Step 2 - \$19.35/hr contingent upon successful completion of required background check and employee physical.

TODD COUNTY BOARD OF COMMISSIONERS

On motion by Becker and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the hire of Michelle Pietz to fill the open Eligibility Worker position at Grade 6, Step 1 - \$18.79/hr contingent upon successful completion of required background check and employee physical.

Human Resources

Hire County Coordinator was tabled until the January 17, 2017 meeting.

Auditor-Treasurer's Report

Nothing to report at this time.

Commissioner's Report

The Commissioners reported on the meetings that they had attended.

Adjourn

Commissioner Erickson recessed the meeting until January 17, 2017.

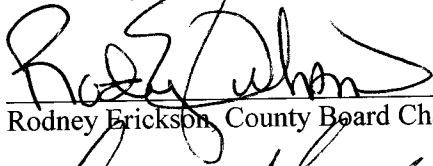
AUDITOR WARRANTS VENDOR NAME	AMOUNT
AMERICAN HERITAGE BANK	\$ 2,147.00
COMPUTER PROFESSIONALS	\$ 4,467.00
GOULD/RHONDA M	\$ 2,499.00
LONG PRAIRIE SANITATION INC	\$ 3,261.79
RESOURCE TRAINING AND SOLUTIONS	\$ 233,741.50
TODD CO AUD-TREAS	\$ 15,795.50
TODD SOIL & WATER CONS DIST	\$ 69,141.00
VERIZON	\$ 2,635.94
WIDSETH SMITH NOLTING INC	\$ 3,299.15
Payments less than 2000	\$ 8,096.88
ALLIANCE BUILDING CORPORATION	\$ 20,045.00
AMERICAN HERITAGE BANK	\$ 41,663.68
CARD SERVICES COBORNS	\$ 3,403.60
FLEET SERVICES/WEX BANK	\$ 3,778.25
GENE-O'S COUNTRYSIDE REST LLC	\$ 6,200.65
LONG PRAIRIE OIL COMPANY	\$ 6,982.96
MARCYES EXC INC	\$ 6,450.00
MINNESOTA POWER & LIGHT	\$ 14,473.14
MITCH'S FUEL SERVICE	\$ 13,650.00
MN DEPT OF FINANCE	\$ 5,737.50
MORRISON COUNTY	\$ 9,003.15
PHEASANTS FOREVER	\$ 14,342.92
Prairie Lakes Municipal Solid Waste Auth	\$ 77,173.40
RESOURCE TRAINING AND SOLUTIONS	\$ 221,100.50
STEP	\$ 3,290.00
VOYANT COMMUNICATIONS, LLC	\$ 3,178.14

TODD COUNTY BOARD OF COMMISSIONERS

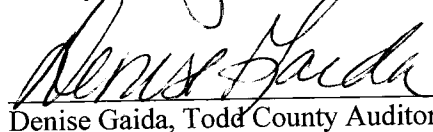
Payments less than 2000	\$	10,494.15
AMERICAN HERITAGE	\$	6,251.62
CITY OF LONG PRAIRIE	\$	13,170.65
PETERS & CHURCHWELL	\$	4,190.50
REGENTS OF THE UNIV OF MN	\$	31,664.46
US POSTAL SERVICE	\$	9,400.43
Payments less than 2000	\$	12,626.94
CENTERPOINT ENERGY	\$	2,541.64
CENTRAL SPECIALTIES INC	\$	37,332.32
STOECKEL JAHNER INC	\$	10,750.00
VERIZON	\$	2,976.75
WIDSETH SMITH NOLTING INC	\$	7,664.57
Payments less than 2000	\$	17,324.75
Total:	\$	961,946.43

On a motion by Kircher and second by Becker, the preceding minutes of the County Board meeting held January 3, 2017 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on January 17, 2017.

Witness my hand and seal:



Rodney Erickson, County Board Chairperson



Denise Gaida, Todd County Auditor-Treasurer