

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
February 21, 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 21st day of February, 2017 at 9:00 AM. The meeting was called to order by Chairperson Erickson. The meeting was opened with the Pledge of Allegiance. All Commissioners were present.

Approval of Agenda

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

Consent Agenda

On motion by Kircher and second by Neumann, the following motions and resolutions were introduced and adopted by unanimous vote:

To approve the Commissioner's Meeting Minutes for February 7th, 2017 as presented.

To approve a one year Off Sale, On Sale, and Sunday Liquor License for the DT Lisson Inc dba Double Eagle Golf & Grille at the address of 31886 County 3, Eagle Bend, MN in Burleene Township effective April 1, 2017 through March 31, 2018.

To approve a one year On Sale and Sunday Liquor License for the Sauk Centre Country Club Inc dba Greystone Golf Club at the address of 10548 Andrews Drive, Sauk Centre, MN in Kandota Township effective April 1, 2017 through March 31, 2018.

GAMBLING PERMIT FOR SAUK CENTRE MAIN STREET DUCKS UNLIMITED
WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Sauk Centre Main Street Ducks Unlimited through this resolution;
NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a one day Gambling Permit for the Sauk Centre Main Street Ducks Unlimited to hold a raffle at the Diamond Point Supper Club in Birchdale Township at the address 12818 Bayview Drive, Sauk Centre, MN on April 8, 2017.

GAMBLING PERMIT FOR WAHOO VALLEY CHAPTER OF MN DEER HUNTERS ASSOCIATION

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Wahoo Valley Chapter of Mn Deer Hunters Association through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a one day Gambling Permit for the Wahoo Valley Chapter of Mn Deer Hunters Association to hold a raffle at the Clarissa Ballroom in Eagle Valley Township at the address 19281 Kottter Road, Clarissa, MN on April 1, 2017.

Auditor-Treasurer

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants number 45440 through 45544 in the amount of \$46,635.97.

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On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Health & Human Services Warrants number 512208 through 512286 in the amount of \$129,518.68.

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

APPROVAL OF ALL COUNTY DEPARTMENTAL CHANGE & PETTY CASH FUNDS

WHEREAS, there are several petty cash and change funds in various departments across the county, and; **WHEREAS**, the State Auditors have requested the Auditor-Treasurer's Office to confirm the County Board's approval for the petty cash and change funds for all County Departments.

NOW, THEREFORE BE IT RESOLVED, to approve the petty cash and change funds for the various departments as per attached list to be filed in the Auditor-Treasurer's Office.

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

2017 PARKS AND TRAILS APPROPRIATION FUNDS TRANSFER

WHEREAS, the 2017 budget for Todd County's allocation of funds to the Todd County Parks and Trails Board has been approved at \$9,000; and

WHEREAS, a letter was received from the Todd County Parks and Trails Board requesting for the appropriation of funds from the General Fund for 2017.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the transfer of funds in the amount of \$9,000 from the General Fund to the Parks and Trails Fund.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the recommendation of the Todd County Parks and Trails Board to appoint Commissioner Becker as an alternate to the Todd County Parks and Trails Board.

Assessor's Office

On motion by Becker and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the County Board hereby sets the Todd County Board of Appeal and Equalization meeting for June 19, 2017 commencing at 6:00 p.m. and not ending before 7:00 p.m.

Economic Development

Rick Utech presented the Todd County Development Corporation 2016 Annual Report.

Great River Regional Library

Karen Pundsack presented to the County Board the Great River Regional Library's update of activities.

Sheriff's Office

On motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote: To allow the Todd County Sheriff's Office to advertise for Temporary Seasonal Recreational Assistants.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve to post in-house and advertise for a Full-time Jailor/Dispatcher.

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Todd County Ditch Authority

Commissioner Erickson recessed the regular board meeting at 9:42 a.m.

Commissioner Erickson opened the Todd County Ditch Authority meeting at 9:43 a.m.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: The Todd County Ditch Authority put the CD18 Repair Project out for rebid with bid opening being held February 16, 2017 at 2pm. Because of issues as outlined in Attachment 3, Kurt Deter, Ditch Attorney, has advised that the Ditch Authority can make a decision on the tree removal portion of the bid at a regular Commissioner Board Meeting. Therefore, the Todd County Ditch Authority approves the tree removal portion of the Repair Bid from Corbin Pickar Excavating in the amount of \$71,430.00. A Repair/Outlet Hearing will be held in mid-April 2017 to make a decision on the mobilization and ditch cleaning portion of the bid.

On motion by Becker and second by Kneisl, the Todd County Ditch Authority meeting was adjourned. Commissioner Erickson reopened the regular board meeting at 9:54 a.m.

MIS

On motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote: To accept the resignation of Travis Genty with an effective date of 02/17/2017.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve waiving the 90-day waiting period and allow Human Resources to begin the process of recruiting, interviewing and recommending hire to fill the GIS Specialist vacancy as recommended by the Personnel Committee.

Planning & Zoning

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the establishment of Ehlert Division Preliminary Plat as submitted on parcel 11-0076000 with no conditions.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve a Conditional Use request from Mike Wolpert for mini-storage business on parcel 22-0023503 with four conditions recommended by the Planning Commission: 1.) Vegetative screening of three rows consisting of 1 row conifer, 1 row of deciduous, and one row of shrubs at 12 foot planted spacing. 2.) Exterior lighting must be shielded and elements directed to buildings, with more lights closer to the ground and not directly visible off site. 3.) That the Agricultural Compatibility Statement be included as a condition. 4.) If more storage buildings are planned for this parcel a CUP amendment must be obtained.

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To accept the seven proposed Todd County Planning and Zoning Ordinance Revisions as presented effective March 1, 2017 with the full Ordinance on file in the Planning and Zoning Office.

Health & Human Services

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: Todd County renews the agreement to continue participation with Morrison-Todd-Wadena CHB and Cass CHB for the regional NRP program through September 30, 2019.

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On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the hire of Courtney Day to the position of part-time intermittent home health aide/homemaker contingent upon successful completion of required background check and employee physical assessment.

Human Resources

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To accept the resignation of Lori Jorgensen retroactive to October 23, 2016.

Auditor-Treasurer's Report

Auditor-Treasurer Gaida has attended some planning meetings on the potential dissolution of ISD 2759.

Commissioner's Report

The Commissioners reported on the meetings that they had attended.

Closed Session

On motion by Neumann and second by Kneisl, the board meeting was closed to discuss pending litigation pursuant to MN Statute 13D.05 at 10:30 a.m. Closed Session was held within the small Commissioner's Room.

Commissioner Erickson reopened the meeting at 10:54 a.m.

Adjourn

On motion by Becker and second by Neumann, the meeting was adjourned for the month of February 2017.

COMMISSIONER WARRANTS

<u>VENDOR NAME</u>	<u>AMOUNT</u>
DESIGN ELECTRONICS	\$ 2,113.40
LONG PRAIRIE LEADER	\$ 2,457.45
NORTHERN STAR COOP	\$ 2,578.26
STAPLES WORLD	\$ 4,818.08
TURNKEY/THREE SQUARE MARKET	\$ 2,159.16
WOLTERS BODY SHOP	\$ 3,115.59
ZIEGLER INC	\$ 3,073.47
98 Payments less than 2000	\$ 26,320.56
Total:	\$ 46,635.97

HEALTH & HUMAN SERVICES WARRANTS

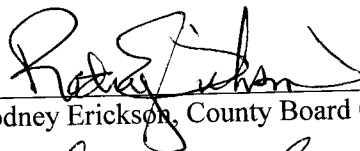
<u>VENDOR NAME</u>	<u>AMOUNT</u>
CARLSON/BARBARA	\$ 4,600.00
COMMUNITY AND FAMILY SRVS LLC	\$ 6,049.04
# 4453	\$ 2,790.00
GERARD TREATMENT POROGRAMS	\$ 3,877.48
HOLISTIC FAMILY EDUCATION SRVS	\$ 5,478.89
# 12512	\$ 2,434.07

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KINDRED FAMILY FOCUS	\$ 2,731.05
LUEBESMIER/HEATHER	\$ 2,635.00
NORTHERN PINES MENTAL HLTH CTR	\$ 24,135.00
NORTHWOOD CHILDRENS SERVICES	\$ 6,576.34
PORT OF CROW WING BOYS HOME	\$ 6,787.14
VILLAGE RANCH INC	\$ 19,642.22
# 14480	\$ 2,140.55
Payments less than 2000	\$ 39,641.90
<hr/> Total:	<hr/> \$ 129,518.68

On a motion by Kircher and second by Kneisl, the preceding minutes of the County Board meeting held February 21, 2017 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on March 7, 2017.

Witness my hand and seal:



Rodney Erickson, County Board Chairperson



Denise Gaida, Todd County Auditor-Treasurer