

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
March 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 March, 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 Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote. To approve the agenda with the addition of 5.4 Letter of Support for Great River Regional Library.

Consent Agenda

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

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

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 two separate bingo events at The Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Road, Clarissa, MN on April 2, 2017 and October 29, 2017.

To approve an Off Sale & On Sale 3.2 Malt Liquor License for the Clarissa Ballroom at the address of 19281 Kotter Road, Clarissa, MN in Eagle Valley Township effective April 1, 2017 through March 31, 2018.

To approve a yearly Setup License for the Clarissa Ballroom at the address of 19281 Kotter Road, Clarissa, MN in Eagle Valley Township effective April 1, 2017 through March 31, 2018.

To approve a yearly Dance License for the Clarissa Ballroom at the address of 19281 Kotter Road, Clarissa, MN in Eagle Valley Township effective April 1, 2017 through March 31, 2018.

To approve a one year Off Sale, On Sale and Sunday Liquor License for T.J.'s Diamond Point Inc. dba Diamond Point Supper Club/Lounge at the address of 12818 Bayview Drive, Sauk Centre, MN in Birchdale Township effective April 1, 2017 through March 31, 2018.

To approve an Off Sale & On Sale 3.2 Malt Liquor License for the MB Thomes Enterprises dba Head of the Lakes Resort at the address of 15080 Gardenia Dr, Osakis, MN in Leslie Township effective April 1, 2017 through March 31, 2018.

To approve a yearly Setup License for MB Thomes Enterprises dba Head of the Lakes Resort at the address of 15080 Gardenia Drive, Osakis, MN in Leslie Township effective April 1, 2017 through March 31, 2018.

To approve a one year Off Sale, On Sale and Sunday Liquor License for The Hub Supper Club LLC dba The Hub Supper Club at the address of 30905 County 13, Burtrum, MN in Burnhamville Township effective April 1, 2017 through March 31, 2018.

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To approve a one year On Sale and Sunday Liquor License for the Thunder Lodge Sportsbar & SC Inc dba Thunder Lodge Sportsbar & Supper Club at the address of 22056 US 71, Long Prairie, MN in Long Prairie Township effective April 1, 2017 through March 31, 2018.

Auditor-Treasurer

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants number 45619 through 45737 in the amount of \$77,505.87.

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Health & Human Services Warrants number 512318 through 512406 in the amount of \$119,669.81.

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

FUNDS TRANSFER FOR THE COUNTY BUILDING PROJECT IN THE LONG PRAIRIE INDUSTRIAL PARK

WHEREAS, the approval to sell County owned parcels 36-4013300 & 36-4014300 was granted on January 17, 2017 with Board Action Number 20170117-13, and the land sale proceeds have been receipted into the General Fund in the amount of \$277,185.00.

WHEREAS, the approval to construct a County Building in the Long Prairie Industrial Park was granted on January 17, 2017 with Board Action Number 20170117-14.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the transfer of funds in the amount of \$277,185.00 less \$40,000 for land purchase from 01-General Fund to 37-Building Construction Fund for the Long Prairie Industrial Park Project expenses.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve submitting a letter of support of the Great River Regional Library and the proposal to the MN State Legislature to increase the annual appropriation for the Regional Library Basic System Support (RLBSS).

Public Works

On a motion by Becker and second by Neumann the following motion was introduced and adopted by unanimous vote: To set the 2017 Spring Road Meeting for April 11, 2017 at 9:00 AM at the Public Works Northern Shop in Moran Township.

The Commissioners were informed of the announcement from Region 5 Development Commissioner regarding a 2021 Federal Funding Award for Todd County's County State Aid Highway #12 Project valuing \$973,000.00.

The Commissioners were informed of the announcement from the Minnesota Department of Transportation regarding a 2021 Federal HSIP Funding Award for Todd County for a Ground-In Wet Reflective Pavement Striping Project valuing \$268,393.00.

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The Commissioners were informed of the announcement from the Minnesota Department of Transportation regarding a State Park Road Account Project located on Angler Drive in Grey Eagle and Birchdale Townships valuing \$200,000.00.

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

AWARD OF CONSTRUCTION CONTRACT FOR 2017 BITUMINOUS HIGHWAY CONSTRUCTION PROJECTS

WHEREAS, sealed bids were received on March 7th, 2017 by the Todd County Public Works Director for SAP 077-616-007, SAP 077-618-012, SAP 077-631-006/SAP 049-631-004, SAP 077-636-003, SAP 077-639-003, CP 17:61, CP 17:79, CP 17:106/CP 049-219-013, CP 77-17-01 and CP 77-17-06, said projects for bituminous highway construction work at various locations in Todd County, and;

WHEREAS, the following sealed bids were received:

Tri-City Paving	Little Falls, Minnesota	\$4,406,397.64
Anderson Brothers Construction	Brainerd, Minnesota	\$4,795,521.80
Central Specialties, Inc.	Alexandria, Minnesota	\$4,851,681.91
Knife River Corporation	Sauk Rapids, Minnesota	\$4,854,486.95
Mark Sand & Gravel	Fergus Falls, Minnesota	\$5,247,206.79
Hardrives, Inc	Rogers, Minnesota	\$5,363,177.42

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction projects to Tri-City Paving of Little Falls, Minnesota based on their low bid of \$4,406,397.64.

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

AWARD OF CONSTRUCTION CONTRACT FOR 2017 HSIP PAVEMENT MARKING PROJECT

WHEREAS, sealed bids were received on March 14th, 2017 by the Todd County Public Works Director for SP 077-070-008, said project for pavement markings on various Todd County highways, and;

WHEREAS, the following sealed bids were received:

Century Fence Company	Forest Lake, Minnesota	\$90,244.59
Traffic Marking Services, Inc.	Maple Lake, Minnesota	\$91,481.78
AAA Striping Service Co.	Saint Michael, Minnesota	\$94,966.80

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction project to Century Fence Company of Forest Lake, Minnesota based on their low bid of \$90,244.59.

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

AWARD OF CONSTRUCTION CONTRACT FOR 2017 PAVEMENT MARKING PROJECT

WHEREAS, sealed bids were received on March 14th, 2017 by the Todd County Public Works Director for CP 77-17-03, said project for pavement markings on various Todd County highways, and;

WHEREAS, the following sealed bids were received:

Traffic Marking Service, Inc.	Maple Lake, Minnesota	\$66,876.51
AAA Striping Service Co.	Saint Michael, Minnesota	\$68,343.97

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction project to Traffic Marking Service, Inc. of Maple Lake, Minnesota based on their low bid of \$66,876.51.

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

AWARD OF CONSTRUCTION CONTRACT FOR 2017 DUST CONTROL CONSTRUCTION PROJECT

WHEREAS, sealed bids were received on March 14th, 2017 by the Todd County Public Works Director for CP 77-17-08, said projects for dust control construction work at various locations in Todd County, and;

WHEREAS, the following sealed bids were received:

Northern Salt Inc.	Forest Lake, Minnesota	\$70,798.54
Tri City Paving	Little Falls, Minnesota	\$73,188.36
EnviroTech Services, Inc.	Greeley, Colorado	\$76,847.78

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction projects to Northern Salt Inc. of Forest Lake, Minnesota based on their low bid of \$70,798.54.

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

AWARD OF CONSTRUCTION CONTRACT FOR 2017 GRAVEL SURFACING CONSTRUCTION PROJECTS

WHEREAS, sealed bids were received on March 14th, 2017 by the Todd County Public Works Director for CP 17:82, CP 17:84 and CP 77:86, said projects for gravel surfacing construction work at various locations in Todd County, and;

WHEREAS, the following sealed bids were received:

William D. Scepianiak	Holdingsford, Minnesota	\$232,112.00
Braaten Aggregate, Inc.	Eagle Bend, Minnesota	\$257,676.00
Central Specialties, Inc.	Alexandria, Minnesota	\$276,340.00

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D.L.L. Excavating, Inc.	Little Falls, Minnesota	\$283,720.00
Hard Rock Screening, LLC	Little Falls, Minnesota	\$289,468.00
DeChantal Excavating, LLC	Brainerd, Minnesota	\$300,750.00
Tri-City Paving	Little Falls, Minnesota	\$369,600.00

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction projects to William D. Scepaniak of Holdingford, Minnesota based on their low bid of \$232,112.00.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote with Becker abstaining: To approve the final quotes/agreements that are in excess of \$25,000 in order to move forward with the construction of the new Todd County Industrial Park Building including A. Land Purchase – City of Long Prairie - \$40,000.00 B. Material Supplier – Update Building Supplies - \$76,745.30 C. Building Contractor – No Name Construction - \$29,100.00 D. Concrete Contractor – Busker Concrete - \$49,500.00.

Sheriff's Office

On a motion by Neumann and second by Kneisl the following motion was introduced and adopted by unanimous vote: To hire Cristina Sobiech as a full-time Jail Program Coordinator effective April 2, 2017 at a Grade 9, Step B.

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

On motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote: To accept the resignation of Jeffrey Weitemeier as a Jailer/Dispatcher effective April 1, 2017.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To allow Sheriff Asmus to hire two full-time Dispatchers from the current advertisement.

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To hire Ryan Rickbeil as a part-time Jailer/Dispatcher effective April 2nd, 2017 at a Grade 6.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To hire Charles Kloos as a part-time Jailer/Dispatcher effective April 2nd, 2017 at a Grade 6.

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On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To hire Hunter Henkels as a part-time Jailor/Dispatcher effective April 2nd, 2017 at a Grade 6.

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To hire Josh Anderson as a full-time Court Security Officer effective April 2, 2017 at a Grade 10, Step 2.

Planning & Zoning

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve an 80% cost share rate for low income septic replacements for qualified applicants and authorize staff to proceed with cost-share contracting with qualified landowners.

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

FINAL PLAT APPROVAL – “EHLERT DIVISION” SUBDIVISION

WHEREAS, Applicant Shawn Ehlert applied to subdivide a property that is part of Nagler’s Mound View Estates Outlot B Shipwrex in Section 3 of Grey Eagle Township with the plat to be known as Ehlert Division,

WHEREAS, The Ehlert Division Plat consists of two residential lots Lot 1 169,384± sq ft and Lot 2 197,173± sq ft located in the Shoreland Zoned District of Mound Lake,

WHEREAS, On February 2, 2017 the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance: Section 3 TWP-127 Range – 32

OUTLOT B of NAGLER’S MOUND VIEW ESTATES Shipwrex
Total of 9.18± acres

WHEREAS, On February 21, 2017 the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Ehlert Division (Subdiv_2017-01) 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 “Ehlert Division” 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 Conditional Use Permit for Saukinac Campground to add 36 RV camper hookup sites with the four conditions outlined in the CUP Proceedings.

Health & Human Services

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To accept the resignation of Alisha Pesola effective March 30, 2017.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the request for Health & Human Services to recruit and hire a Registered

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Nurse or a Social Worker to fill the position left vacant by the resignation of Alisha Pesola as recommended by the Todd County Personnel Committee.

Auditor-Treasurer's Report

Forfeited Land Auction will be held on April 3, 2017. CLA Auditors will be here the week of April 10, 2017. The Annual Township Meeting will be held on April 13, 2017 in Browerville. Correspondence has been made to AMC on behalf of Todd County in support of the CPA legislative proposals. 2017 Property Tax Statements are in the final stages and will be released by the end of March.

Commissioner's Report

The Commissioners reported on the meetings that they had attended.

Coordinator's Report

A tour of the Staples facility was provided by Commissioner Becker. Conversation was made with Senator Gazelka concerning pending CPA legislation. A meeting with Springsted has been scheduled to address concerns. Preparations for upcoming union negotiations will begin soon. Meet and greets with all County Department Heads are going well.

Adjourn

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

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
APPLIED CONCEPTS INC	\$ 2,526.90
BRAATEN SAND & GRAVEL	\$ 10,883.54
EMERGENCY COMMUNICATIONS NETWO	\$ 7,950.00
EPIPHANY COMMUNITY SERVICES	\$ 2,125.00
LITTLE FALLS MACHINE INC	\$ 3,836.70
MORRISON CO PUBLIC HEALTH SERV	\$ 3,902.51
NUSS TRUCK & EQUIP	\$ 5,094.51
STAPLES WORLD	\$ 2,532.51
TASER INTERNATIONAL	\$ 3,497.90
WIDSETH SMITH NOLTING INC	\$ 2,998.00
109 PAYMENTS LESS THAN 2000	\$ 32,158.30
Total:	\$ 77,505.87

HEALTH & HUMAN SERVICES WARRANTS

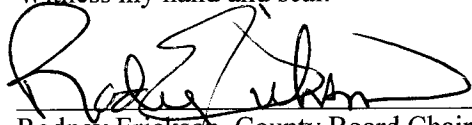
VENDOR NAME	AMOUNT
COMMUNITY AND FAMILY SRVS LLC	\$ 8,253.66
# 4453	\$ 2,520.00
GERARD TREATMENT POROGRAMS	\$ 3,549.19
HOLISTIC FAMILY EDUCATION SRVS	\$ 5,554.63
# 1911	\$ 3,330.96
# 12512	\$ 2,307.26
KINDRED FAMILY FOCUS	\$ 2,336.25
LUTHERAN SOCIAL SERVICE OF MN-ST PAUL	\$ 5,506.76
MID MINNESOTA DRUG TESTING INC	\$ 4,535.00

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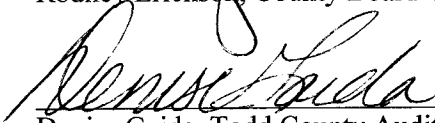
NORTHERN PINES MENTAL HLTH CTR	\$ 4,466.00
NORTHWOOD CHILDRENS SERVICES	\$ 5,939.92
PORT OF CROW WING BOYS HOME	\$ 6,130.32
VILLAGE RANCH INC	\$ 17,631.99
WEST CENTRAL REG JUVENILE CTR	\$ 3,479.17
PAYMENTS LESS THAN 2000	\$ 44,128.70
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Total:	\$ 119,669.81

On a motion by Becker and second by Neumann, the preceding minutes of the County Board meeting held March 21, 2017 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on April 4, 2017.

Witness my hand and seal:



Rodney Erickson, County Board Chairperson



Denise Gaida, Todd County Auditor-Treasurer