

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
September 5, 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 5th day of September, 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 Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote. To approve the agenda as presented.

Consent Agenda

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

To approve the Commissioner's Meeting Minutes for August 15th, 2017 as presented.

To approve a 1-Day Temporary On Sale Liquor License for Whole Farm Education Foundation for September 9th, 2017 at the Olive Branch Retreat at 27740 County 98, Grey Eagle, MN in Birchdale Township.

Auditor-Treasurer

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the August 2017 Auditor Warrants number 230132 through 230286 in the amount of \$954,422.96.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants number 46828 through 46975 in the amount of \$203,345.24.

On motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Health & Human Services Warrants number 701098 through 701270 in the amount of \$153,397.12 and Warrants number 512945 through 512982 in the amount of \$50,942.54.

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

REPURCHASE OF TAX-FORFEITED PROPERTY

WHEREAS, David L Van Heel has submitted an application for repurchase of the following described tax-forfeited lands: Parcel 06-0027900 Sec 19 Twp 128 Rang 32 Pt GL 3 Desc.r as; comm. at NW corner of Sec 19, E 1939.48 ft, SE'rly 1443.20 ft to PT of beginning, SE'rly 99.90ft, SE'rly 120.07 ft to waterline of Big Swan Lake, NE'rly along waterline to line bearing SE'rly.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approves the application for repurchase of tax-forfeited lands submitted by David L Van Heel for Parcel 06-00279000.

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

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COUNTY DITCH MAINTENANCE ASSESSMENTS FOR TAXES PAYABLE 2018

WHEREAS, the Auditor-Treasurer's office along with the County Ditch Inspector have been proactively working on improving the cash flow balances within Fund-40 County Ditches on a yearly basis to maintain positive cash flow, and;

WHEREAS, per County Board suggestion, recommendations for the July 2016 through June 2017 assessment cycle were discussed at the County Board Worksession on August 15, 2017, and;

WHEREAS, Minnesota Statute allows for the Ditch Authority to approve maintenance fund assessments on a yearly basis without incurring the expense of a public hearing, and;

WHEREAS, it is the goal of the County Board to transition from the past practice of *collecting after spending* to maintaining a *revolving collection* comparative to expense trends and to keep assessments occurring as close to real time as possible for the potential property owners affected.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners in their capacity as the Todd County Ditch Authority hereby approves the Maintenance Fund/Ditch Assessments for the 2018 Tax Payable Year per the attached list.

Commissioners

On motion by Becker and second by Kircher, the following motion was introduced and adopted by unanimous vote: To authorize the County Board Chair to sign letters of request for action to Senator Gazelka, Representative Kresha and Representative Poston in regards to the EMS system funding crisis.

Public Works

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Staples Historical Society's request to reduce the engineering and administration fees by 100% for the Staples Depot Restoration Project.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To accept Arlan Bjorstrom's retirement effective November 30, 2017.

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To set the 2017 Fall Road Meeting for November 1, 2017 at 9:00 AM at the Long Prairie Public Works Shop.

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

2017 TRANSFER OF EXCESS MUNICIPAL STATE AID CONSTRUCTION FUNDS TO REGULAR STATE AID CONSTRUCTION FUNDS

WHEREAS, Minnesota Statute 162.08, Subdivision 4 (3d), provides that accumulated balances in excess of two years apportionments may be spent on projects located outside of municipalities under 5,000 population when approved solely by resolution of the county board, and;

WHEREAS, Counties having a Municipal State Aid Construction Fund Balance exceeding three years apportionments are subject to a penalty on future year apportionments, and;

WHEREAS, the current State Aid Municipal Construction Fund Account Balance indicates an excess amount of \$225,839.00, which would subject Todd County to a penalty reduction on the 2018 State Aid Apportionment.

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NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners request that the Commissioner of Transportation transfer \$225,839.00 from the Todd County Municipal State Aid Construction Fund Account, in excess of the two years apportionment, into the Todd County Regular State Aid Construction Fund Account.

Ditch Inspector

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

HOLD HARMLESS AGREEMENT – PRIVATE CROSSING – COUNTY DITCH 32

WHEREAS, Brian Mick is requesting to install a new crossing on his parcel 08-0033600 located on CD32. A Hold Harmless Agreement has been signed and submitted to the Ditch Authority, and;
WHEREAS, an onsite inspection has been done; a Wetland Application has been submitted to the TEP, and;

WHEREAS, the crossing will be a 36" culvert and will be placed at original ditch bottom elevation.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Ditch Authority gives permission to Brian Mick to install a new culvert crossing into CD32, on his own property, at his own expense.

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: The Todd County Ditch Authority approves hiring Corbin Pickar Excavating to excavate and level spoil on approximately 480 feet of County Ditch 8 on parcel 26-0014600. The Estimate for the project is \$2.00 per foot for a total of \$960.00.

Planning & Zoning

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To sign agreement with Stearns County to provide advanced septic inspector services.

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

A RESOLUTION AUTHORIZING TRANSFER OF RIPARIAN PROTECTION AID FUNDS TO TODD SWCD

AFFIRMING, Todd County accepted Riparian Protection Aid funds on August 1, 2017 by Board Action and directed Planning and Zoning staff to take the lead in buffer enforcement activities, and

WHEREAS, the first payment of FY18 Riparian Protection Aid was received by the county \$56,791.50 with a second payment expected toward the end of FY 2018 making the total to be received \$113,583, and

WHEREAS, An internal budget detailing expenditure of Riparian Aid Funds has been prepared by the Director of Planning and Zoning with \$43,583 available for cost-share of projects that benefit Riparian Areas, and

WHEREAS, utilization of Riparian Protection Aid funds as cost-share to landowners is allowed, and
WHEREAS, Todd Soil and Water Conservation District Board of Supervisors is experienced and suited to administering cost-share funds to landowners to protect natural resources, and

NOW THEREFORE BE IT RESOLVED, that Todd County Board of Commissioners authorizes a transfer of \$43,583 in Riparian Protection Aid Funds from Fund 01-General Revenue\Planning and Zoning to Fund 79-Todd Soil and Water Conservation District for purposes of cost sharing riparian protection projects.

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Sheriff's Office

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: to allow Sheriff Asmus to purchase 2 police vehicles off the State Bid.

Health & Human Services

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the interim emergency environmental health services contract with Stearns County.

On motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote: To accept the resignation of Gloriann Bartels as Homemaker effective August 11th, 2017.

Auditor-Treasurer's Report

The Auditor-Treasurer reported on activities within the office including the Tax Forfeited Land Auction, Finance Committee meetings, Policy & Procedure slideshow for department heads, and ISD 2759 conversion updates.

Commissioner's Report

The Commissioners reported on the meetings that they had attended.

Coordinator's Report

The Coordinator reported on the meetings attended and projects in-progress including current recruitment statuses, hilltop kitchen updates, and health insurance progress updates.

Recess

Chairperson Erickson recessed the meeting until September 19th, 2017.

AUDITOR WARRANTS		AMOUNT
VENDOR NAME		
AMERICAN HERITAGE BANK	\$	3,037.00
BIG BIRCH LAKE ASSOCIATION	\$	3,629.50
BUSKER CONCRETE	\$	49,500.00
CARD SERVICES COBORNS	\$	2,464.66
CENTRAL ELECTRIC	\$	4,492.50
CLIFTON LARSONALLEN, LLP	\$	2,000.00
COMPUTER PROFESSIONALS	\$	4,687.00
FLEET SERVICES/WEX BANK	\$	5,240.56
GALLAGHER BENEFIT SERVICES INC	\$	2,400.00
HANSON/DELORES	\$	5,602.00
LONG PRAIRIE SANITATION INC	\$	3,405.61
MORRISON COUNTY	\$	37,143.60
PHILIP'S REPAIRABLES & COLLISION CENTER	\$	10,610.93
Prairie Lakes Municipal Solid Waste Auth	\$	74,141.67
WATERGUARDS, LLC	\$	16,634.50
30 PAYMENTS LESS THAN 2000	\$	14,544.36
AMERICAN HERITAGE BANK	\$	41,710.21

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BIG BIRCH LAKE ASSOCIATION	\$	3,347.38
CEBULLA/PAUL	\$	60,168.84
GENE-O'S COUNTRYSIDE REST LLC	\$	6,125.75
GOULD/RHONDA M	\$	2,834.00
GOVERNMENT MANAGEMENT GROUP	\$	4,975.00
LONG PRAIRIE OIL COMPANY	\$	14,538.51
MEINERS/MARCUS	\$	74,012.88
MINNESOTA POWER & LIGHT	\$	13,338.09
MN DEPT OF FINANCE	\$	6,635.00
NOTERMANN/ANTHONY L.	\$	2,522.08
RESOURCE TRAINING AND SOLUTIONS	\$	246,778.50
STEP	\$	4,387.25
TODD CO AUD-TREAS	\$	6,655.00
32 PAYMENTS LESS THAN 2000	\$	13,005.53
AMERICAN HERITAGE	\$	8,552.93
CENTURY FENCE COMPANY	\$	4,466.60
CITY OF LONG PRAIRIE	\$	13,910.95
GUSTAFSON/JEAN M	\$	10,150.03
MINNESOTA POWER & LIGHT	\$	2,098.82
PETERS LAW OFFICE, P.A.	\$	3,026.00
ROBERT R. SCHROEDER CONST. INC.	\$	31,828.65
ROSKOP/JUDITH	\$	5,000.00
STAPLES ADVANTAGE	\$	2,737.76
VOYANT COMMUNICATIONS, LLC	\$	3,392.68
WEST CENTRAL TECH SERVICE AREA	\$	3,450.00
26 PAYMENTS LESS THAN 2000	\$	9,374.97
CARDMEMBER SERVICE	\$	2,960.30
GENE-O'S COUNTRYSIDE REST LLC	\$	5,194.85
GUSTAFSON/JEAN M	\$	5,995.43
LONG PRAIRIE OIL COMPANY	\$	6,536.60
LONG PRAIRIE PLUMBING & HTG INC	\$	7,866.76
STRUCTURAL SPECIALTIES INC	\$	78,295.06
VERIZON	\$	2,685.16
20 PAYMENTS LESS THAN 2000	\$	6,331.50
Total:	\$	954,422.96

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
CENTRAL APPLICATORS INC	\$ 12,740.98
CENTRAL SPECIALTIES INC	\$ 41,126.11
COMMISSIONER OF TRANSPORTATION	\$ 2,696.25
ELECTION SYSTEMS & SOFTWARE INC	\$ 3,100.00
JOSH'S AUTOBODY AND TOWING	\$ 2,088.00
KNUTSON, FLYNN & DEANS, P.A.	\$ 9,560.00
LIFE LINK III	\$ 3,526.40
MCIT	\$ 2,130.61
MORRISON CO PUBLIC HEALTH SERV	\$ 4,292.93

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NORTHERN BUSINESS PRODUCTS	\$ 3,173.91
NUSS TRUCK & EQUIP	\$ 3,407.31
RJ CONTRACTING & REMODELING LLC	\$ 3,690.24
SHI CORP	\$ 7,834.00
ST CLOUD HOSPITAL	\$ 49,223.24
TODD CO SOLID WASTE	\$ 2,363.00
TRUENORTH STEEL	\$ 12,587.05
TURNKEY/THREE SQUARE MARKET	\$ 4,462.66
ZIEGLER INC	\$ 4,561.27
130 PAYMENTS LESS THAN 2000	\$ 30,781.28
Total:	\$ 203,345.24

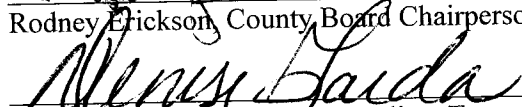
HEALTH & HUMAN SERVICES WARRANTS	
VENDOR NAME	AMOUNT
GERARD TREATMENT PROGRAMS	\$ 3,877.48
GREATER MN FAMILY SRVS INC	\$ 5,980.52
MID MINNESOTA DRUG TESTING INC	\$ 2,365.00
NEXUS INC - MILLE LACS ACADEMY	\$ 4,819.26
NORTHERN PINES MENTAL HLTH CTR	\$ 8,129.00
NORTHWOOD CHILDRENS SERVICES	\$ 5,187.16
WEST CENTRAL REG JUVENILE CTR	\$ 3,479.17
PAYMENTS LESS THAN 2000	\$ 17,104.95
Total:	\$ 50,942.54

VENDOR NAME	AMOUNT
ANDERSON FUNERAL HOME - ALEXANDRIA, MN	\$ 3,500.00
DHS - ANOKA METRO RTC - 412	\$ 43,090.00
DHS - MSOP- MN SEX OFFENDER PROGRAM	\$ 5,766.00
DHS - SWIFT	\$ 18,365.93
FRESHWATER EDUCATION DISTRICT	\$ 15,439.00
ITEN FUNERAL HOME - BROWERVILLE	\$ 3,385.00
RURAL MN CEP INC	\$ 12,392.40
SAND CREEK GROUP LTD	\$ 3,618.26
TODD COUNTY MIS DEPT	\$ 4,558.02
V #15038 - COST EFF HEALTH INS REIMB	\$ 2,681.90
163 PAYMENTS LESS THAN 2000	\$ 40,600.61
Total:	\$ 153,397.12

On a motion by Becker and second by Neumann, the preceding minutes of the County Board meeting held September 5, 2017 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on October 3, 2017.

Witness my hand and seal:


 Rodney Erickson, County Board Chairperson


 Denise Gaida, Todd County Auditor-Treasurer