

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
December 19, 2017*

Public Comment

Bob Floerke, Doug Pesta, Janna Floerke, Ron Hengemuhle, Betty Martin, Alan Bruder, and Gene Gerlach addressed their concerns to the County Board in regards to traffic safety concerns and regulations regarding a proposed greenhouse.

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 19th day of December, 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 Neumann, the following motion was introduced and adopted by unanimous vote. To approve the agenda as presented with the removal of 11.10 Health and Human Services Director Market Grade Override Adjustment and 11.11 Public Works Director Market Grade Override Adjustment.

Consent Agenda

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

To approve the Commissioner's Meeting Minutes for December 6th, 2017 as presented.

To approve a One-Year On & Off Sale 3.2 Malt Liquor License for Don & Dave's Store at the address of 26762 County 26, Browerville, MN in Moran Township effective January 1st, 2018 through December 31st, 2018.

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 47718 through 47843 in the amount of \$220,625.83.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Health & Human Services Warrants number 513294 through 513380 in the amount of \$138,548.23.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the contract with Peters Law Office for Public Defender services in Todd County for 2018.

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

REPURCHASE OF TAX-FORFEITED PROPERTY

WHEREAS, Marsha Pexsa has submitted an application for repurchase of the following described tax-forfeited lands: Parcel 19-0010800 Sect 11 TWP 132 RANG 33 SW4 NW4 & N2 NW4 EX N 400 FT OF W 1320 FT 107.88 ACRES

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NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approves the application for repurchase of tax-forfeited lands submitted by Marsha E Pexsa.

Community Corrections

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Minnesota Department of Corrections Grant Application and authorize Kathy Langer to sign the Agreement.

Public Works

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

AGENCY DELEGATED CONTRACTING PROCESS AGREEMENT

MnDOT AGENCY AGREEMENT #1030077

WHEREAS, Todd County periodically applies for and receives various federal aid transportation grant funds designated for improvement and enhancement related projects on Todd County highways, and;

WHEREAS, Todd County must partner with the State of Minnesota by agreement to administer those funds and must manage those funds according to the federal and state laws governing those funds.

NOW, THEREFORE BE IT RESOLVED, that pursuant to Minnesota Statute Section 161.36, the Commissioner of Transportation be appointed as Agent of Todd County to accept as its agent, federal aid funds which may be made available for eligible transportation related projects, and;

BE IT FURTHER RESOLVED, the County Board Chairman and the County Auditor/Treasurer are hereby authorized and directed for and on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement #1030077", a copy of which said agreement was before the County Board and which is made a part hereof by reference.

Planning & Zoning

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by majority vote with Erickson voting against: To deny the CUP request for parcel #17-0001101.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To grant the CUP request for parcel #14-0058500 as recommended by the Planning Commission.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To direct the Planning and Zoning Department to take the proposed changes to Planning Commission for consideration and development of recommendations at January and February 2018 meetings.

Todd County Ag Society

Deb Nelson, out-going Todd County Ag Society President provided the County Board a summary of 2017 activities and financial standing of the Ag Society.

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Health & Human Services

Laura Vaughn provided an update to the County Board regarding the Northern Pines Mental Health Center services provided within Todd County in 2017.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Northern Pines Purchase of Service Contract effective January 1, 2018 – December 31, 2018.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the STEP Purchase of Service and Host County Contract effective January 1, 2018 – December 31, 2018 as attached.

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

RESOLUTION APPROVING ENTRY INTO NEW COOPERATIVE SERVICE AGREEMENT FOR MEMBERSHIP ALLOWING PLACEMENT OF JUVENILES AT THE WEST CENTRAL REGIONAL JUVENILE CENTER

WHEREAS Todd County and various other Minnesota counties have been utilizing the West Central Regional Juvenile Center in Clay County, Minnesota for placement of juveniles in a secure detention setting, and have been functioning under a cooperative agreement for the use and operation of that Facility for approximately 21 years; and

WHEREAS, Todd County wishes to terminate the prior agreement and wishes to adopt a new structure to ensure the economic viability and longevity of the relationship; and

WHEREAS, Todd County has determined that it remains mutually beneficial to cooperatively address its long-term needs for secure juvenile detention and treatment facility capacity through a new Cooperative Service Agreement with Clay County and other Member Counties; and

WHEREAS, Todd County has reviewed the Cooperative Services Agreement for the West Central Regional Juvenile Center and finds its terms to be satisfactory;

NOW THEREFORE, in consideration of the mutual promises and benefits that each party shall derive here from, and other good and valuable consideration, receipt of which is hereby acknowledged,

BE IT RESOLVED, the Todd County Board of Commissioners wishes to execute the Cooperative Services Agreement for the West Central Regional Juvenile Center and continue membership in the West Central Regional Juvenile Center cooperative services arrangement.

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the formal commitment as outlined in attached agreement with the West Central Regional Juvenile Center.

Administration

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

2018 NON-UNION EMPLOYEE/APPOINTED OFFICIALS SALARY

WHEREAS, the Todd County Board of Commissioners are responsible for setting compensation of county employees, elected officials, appointed officials and board members, and;

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WHEREAS, the Todd County Board of Commissioners desire to follow the same pattern bargained with unions for the non-union county employees and appointed officials, and;

WHEREAS, the agreements include a 2.5% general increase effective the first full pay period worked in January, 2018, pay date January 31, 2018 and step increase effective the first full pay period worked in July, 2018, pay date August 1, 2018 for eligible staff. Staff currently over the maximum of the salary grid shall receive a 1.25% (one-half general increase) effective the first full pay period worked in January, 2018 pay date January 31, 2018 in accordance with county policy.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners authorize a 2.5% general increase effective the first full pay period worked in January, 2018, pay date January 31, 2018 and step increase effective the first full pay period worked in July, 2018, pay date August 1, 2018 for eligible staff. Staff currently over the maximum of the salary grid shall receive a 1.25% (one-half general increase) effective the first full pay period worked in January, 2018 pay date January 31, 2018 in accordance with county policy.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To authorize the adoption of the AFSCME Public Works Unit Collective Bargaining Agreement for 2018 – 2020.

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

2018 COUNTY ATTORNEY SALARY

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and board members, and;

WHEREAS, the Todd County Board of Commissioners considered the duties and responsibilities of each individual position; and

WHEREAS, the Todd County Board of Commissioners considered the salaries of elected officials in other comparable counties; and

WHEREAS, the County Attorney is not on the County Comp worth Springsted pay scale; and

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve setting the County Attorney salary with an increase of 2.5% at \$105,575.00 for 2018.

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

2018 COUNTY AUDITOR TREASURER SALARY

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and board members, and;

WHEREAS, the Todd County Board of Commissioners considered the duties and responsibilities of each individual position; and

WHEREAS, the Todd County Board of Commissioners considered the salaries of elected officials in other comparable counties; and

WHEREAS, the County Auditor/Treasurer is not on the County Comp worth Springsted pay scale; and

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve setting the County Auditor Treasurer salary with an increase of 2.5% at \$80,975.00 for 2018.

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

2018 COUNTY COMMISSIONER SALARY

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and board members, and;

WHEREAS, the Todd County Board of Commissioners considered the duties and responsibilities of each individual position; and

WHEREAS, the Todd County Board of Commissioners considered the salaries of elected officials in other comparable counties; and

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve setting the County Commissioners salary at \$29,276.00 plus \$2,000 supplemental pay for Board Chair and \$1,000 supplemental pay for the Board Vice-Chair in 2018.

On a motion by Kircher and second by Kneisl the following resolution was introduced and adopted by majority vote with Neumann voting against:

2018 COUNTY RECORDER SALARY

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and board members, and;

WHEREAS, the Todd County Board of Commissioners considered the duties and responsibilities of each individual position; and

WHEREAS, the Todd County Board of Commissioners considered the salaries of elected officials in other comparable counties; and

WHEREAS, the County Recorder is not on the County Comp worth Springsted pay scale; and
NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve setting the County Recorder salary with an increase of 2.5% at \$80,815.00 for 2018.

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

2018 COUNTY SHERIFF SALARY

WHEREAS, the Todd County Board of Commissioners is responsible for setting compensation of county employees, elected officials, appointed officials and board members, and;

WHEREAS, the Todd County Board of Commissioners considered the duties and responsibilities of each individual position; and

WHEREAS, the Todd County Board of Commissioners considered the salaries of elected officials in other comparable counties; and

WHEREAS, the County Sheriff is not on the County Comp worth Springsted pay scale; and
NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve setting the County Sheriff salary with an increase of 2.5% at \$86,807.00 for 2018.

On motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote: To authorize the adoption of the County Assessor grade adjustment from a grade 15 to grade 16 in accordance with Todd County Personnel Policy Article 6 effective January 7, 2018.

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On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To authorize the adoption of the MIS Director grade adjustment from a grade 14 to grade 16 in accordance with Todd County Personnel Policy Article 6 effective January 7, 2018.

Finance Committee

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

A RESOLUTION TO APPROVE 2018 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 2018;

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners hereby approve the following as the 2018 Budget for the County of Todd, Minnesota and directs that it be forwarded to the County Auditor.

<u>REVENUES</u>	2017	2018
Property tax	15,001,965	15,534,913
State General Purpose Aid	1,383,210	1,510,565
Other taxes	757,200	834,700
Licenses & Permits	143,065	167,915
Federal Grants	3,065,034	3,404,617
State Aids	7,759,877	9,045,024
Local Grants	0	0
Charges for Service	2,514,020	2,563,667
Misc Revenue	1,957,344	1,454,212
Interest on Investments	48,400	58,000
Other Financing Sources	0	0
Transfers	0	0
Total Revenue & Other Source	32,630,115	34,573,613
<u>EXPENDITURES</u>		
General Government	5,124,228	5,432,468
Public safety	4,040,547	4,090,618
Highway/Construction	5,944,480	7,191,675
Streets & Highways (excluding Constr.)	3,171,948	3,244,234
Human Services	7,997,395	8,052,701
Health	2,788,294	2,896,212
Culture and Recreation	439,134	446,146
Conservation of Nat Resources	980,133	1,033,352
Economic Development	72,400	69,000
Gen Debt Service	594,069	570,265
Capital Outlay	1,424,614	1,158,782
Transfers	352,873	388,160
Other Fiscal Charges	0	0
Total Expenditures & other uses:	32,930,115	34,573,613
Budget Balance	300,000	0

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

A RESOLUTION ADOPTING THE 2018 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 2018 final levy for the County of Todd, Minnesota for property taxes payable in 2018 and directs that it be forwarded to the County Auditor.

	Certified Levy	Program Aid	Local Levy
General Revenue	9,313,825.00	1,441,269.00	7,872,556.00
Road & Bridge	2,491,928.00		2,491,928.00
Human Services	3,726,331.00		3,726,331.00
Public Health	492,068.00		492,068.00
Comp Water	5,360.00		5,360.00
Regional Library	344,405.00		344,405.00
Bonded Indebtedness	570,265.00		570,265.00
County Fair	20,000.00		20,000.00
Parks & Trails	12,000.00		12,000.00
Total	16,976,182.00	1,441,269.00	15,534,913.00

Auditor-Treasurer's Report

The Auditor-Treasurer had no activities to report.

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.

Recess

Commissioner Erickson recessed the meeting until December 28th, 2017.

COMMISSIONER WARRANTS

<u>VENDOR NAME</u>	<u>AMOUNT</u>
ALEX PRO FIREARMS, LLC	\$ 3,260.00
AMERICAN SOLUTIONS FOR BUSINESS	\$ 4,519.89
BROWERVILLE TRUCKWASH/BIG BOYZ	\$ 2,903.07
CARGILL SALT DIVISION	\$ 17,744.39
CORBIN PICKAR EXC INC	\$ 30,800.00
COUNTRY SIDE PLUMBING & HTG LLC	\$ 18,347.00

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H & L MESABI	\$ 4,432.15
IMPACT TECHNOLOGY	\$ 2,729.00
LONG PRAIRIE MACHINERY CO INC	\$ 2,278.05
MENCH/JAMES	\$ 2,535.00
MINNESOTA ELEVATOR INC	\$ 2,476.54
MORRIS ELECTRONICS	\$ 2,210.52
NAPA CENTRAL MN	\$ 4,699.03
ROYAL TIRE	\$ 3,262.54
STAPLES WORLD	\$ 4,006.04
TODD CO AUDITOR-TREASURER	\$ 2,162.48
TRUENORTH STEEL	\$ 17,425.41
WATCHGUARD VIDEO	\$ 43,075.00
WIDSETH SMITH NOLTING INC	\$ 10,124.00
ZUERCHER TECHNOLOGIES LLC	\$ 11,476.00
106 PAYMENTS LESS THAN 2000	\$ 30,159.72
Total:	\$ 220,625.83


HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
# 14524	\$ 2,826.90
ANU FAMILY SERVICES INC	\$ 5,667.40
GERARD TREATMENT PROGRAMS	\$ 5,182.20
# 2818	\$ 2,022.30
HEARTLAND GIRLS RANCH	\$ 6,713.10
HOLISTIC FAMILY EDUCATION SRVS	\$ 11,637.13
# 1911	\$ 2,690.40
# 12512	\$ 3,093.00
# 14655	\$ 2,801.40
KINDRED FAMILY FOCUS	\$ 4,007.10
LUTHERAN SOCIAL SERVICES OF MN -ST PAUL	\$ 2,025.00
# 10746	\$ 2,525.40
NORTHERN PINES MENTAL HLTH CTR	\$ 10,258.50
NORTHWOOD CHILDRENS SERVICES	\$ 3,946.30
PORT OF CROW WING BOYS HOME	\$ 6,568.20
STEP	\$ 7,025.92
VILLAGE RANCH INC	\$ 11,475.60
WEST CENTRAL REG JUVENILE CTR	\$ 7,448.17
Payments less than 2000	\$ 40,634.21
Total:	\$ 138,548.23

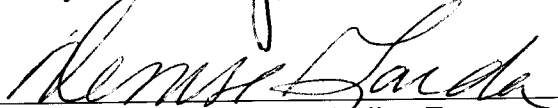
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On a motion by Neumann and second by Becker, the preceding minutes of the County Board meeting held December 19, 2017 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on December 28, 2017.

Witness my hand and seal:



Rodney Erickson, County Board Chairperson



Denise Gaida, Todd County Auditor-Treasurer