

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
January 2, 2018*

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 2nd day of January, 2018 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 Kneisl, the following motion was introduced and adopted by unanimous vote. To approve the agenda as presented.

Board Organization

On motion by Becker and second by Kircher, the following motion was introduced and adopted by unanimous vote: To appoint Commissioner Neumann as the Chairperson of the Todd County Board of Commissioners for 2018 proceedings.

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To appoint Commissioner Kneisl as the Vice-Chairperson of the Todd County Board of Commissioners for 2018 proceedings.

Consent Agenda

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

- To approve the Commissioner's Meeting Minutes for December 28th, 2017 as presented.
- To approve the 2018 Tobacco Licenses as presented and on file in the Public Health Department.

Community Corrections

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

RESOLUTION APPOINTING MEMBERSHIP 2018 TODD-WADENA COMMUNITY CORRECTIONS

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:

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

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

1. Phil Holum, Citizen Member.
2. Naomi Moyer, Citizen Member.
3. Gail Honek, Citizen Member.
4. Lane Waldahl, Citizen Member.
5. Connie Nelson, Victims Services.
6. Barbara Becker, Todd County Commissioner.
7. David Kircher, Todd County Commissioner.
8. Jim Hofer, Wadena County Commissioner.
9. Sheldon Monson, 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. Jason Sellnow, 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 Erickson and second by Becker the following resolution was introduced and adopted by unanimous vote:

A RESOLUTION DESIGNATING AN OFFICIAL NEWSPAPER FOR 2018

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, 2, 2018.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners accept the bid from Staples World, with a bid of \$10.15 per column inch to be the Official Newspaper for the year 2018 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.

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

A RESOLUTION DESIGNATING AN EXTRA PUBLICATION NEWSPAPER FOR 2018

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;

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WHEREAS, pursuant to advertisement bids were opened to be designated as the extra publication newspaper for Todd County on January 2, 2018.

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 2018.

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

**A RESOLUTION ESTABLISHING
THE 2018 TODD COUNTY BOARD OF COMMISSIONERS BOARD PROTOCOL**
(Copy of full resolution language available in the Auditor-Treasurer's Office for public inspection.)

On motion by Kircher and second by Becker, 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 designated by Board Chairperson or three members of the County Board as deemed necessary. The Commissioners also approve that the November 6, 2018 be rescheduled to November 5, 2018 due to the General Election Day activities, the December 4, 2018 board meeting be rescheduled to December 5, 2018 due to the AMC yearly conference, and the year-end board meeting be scheduled for December 27, 2018.

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

**A RESOLUTION ESTABLISHING
THE COMMISSIONER'S COMMITTEE ASSIGNMENTS FOR 2018**

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 1) is hereby adopted as the County Commissioners' Committee Assignments for 2018 and will remain on file in the Auditor-Treasurer's Office.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: to reaffirm the adoption of the 2018 County Fee Schedule per the attached document.

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the December 2017 Auditor Warrants number 230919 through 231108 in the amount of \$732,276.31.

Ditch/Ag Inspector

The County Board was presented information by Nancy Uhlenkamp, Todd County Ditch/Ag Inspector about a Noxious Weed and Invasive Plant Grant Proposal to aid the County in treating Palmer amaranth.

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SWCDD

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To accept the AIS Prevention Plan funds and the Todd County Aquatic Invasive Species Plan for 2018 as presented and authorize Division staff to implement the plan during 2018.

Administration

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To authorize the Board Chair to sign a letter of support for Becker County's material recovery facility (MRF) project.

Auditor-Treasurer's Report

The Auditor-Treasurer reported on current activities within the office including the recent surge in pre-payment of 2018 property taxes due to Federal Law changes with a total collection expected to reach \$1 million.

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.

Recess

Chairperson Neumann recessed the meeting until January 16th, 2018.

AUDITOR WARRANTS		
VENDOR NAME		AMOUNT
COMPUTER PROFESSIONALS	\$	4,587.00
GOULD/RHONDA M	\$	2,499.00
HOST EXTERIOR INC	\$	4,237.50
LONG PRAIRIE SANITATION INC	\$	4,216.96
TENVOORDE FORD	\$	32,623.00
TODD CO AGRICULTURAL SOC.	\$	2,220.44
VERIZON	\$	3,118.19
28 PAYMENTS LESS THAN 2000	\$	10,865.65
AMERICAN HERITAGE BANK	\$	3,536.00
CARD SERVICES COBORNS	\$	3,398.53
FLEET SERVICES/WEX BANK	\$	4,959.50
GENE-O'S COUNTRYSIDE REST LLC	\$	5,574.70
GUSTAFSON/JEAN M	\$	5,862.55
MORRISON COUNTY	\$	15,506.50
Prairie Lakes Municipal Solid Waste Auth	\$	74,141.67
SHIRLEY'S GAS & GROCERIES	\$	2,255.15
STEP	\$	4,023.88
31 PAYMENTS LESS THAN 2000	\$	10,856.55
AMERICAN HERITAGE	\$	5,982.78
AMERICAN HERITAGE BANK	\$	44,560.27
DEPUTY REGISTRAR	\$	2,145.75


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LONG PRAIRIE OIL COMPANY	\$	2,467.65
MINNESOTA POWER & LIGHT	\$	14,405.95
MN DEPT OF FINANCE	\$	6,081.50
NEOGOV	\$	3,500.00
PETERS LAW OFFICE, P.A.	\$	2,788.00
Prairie Lakes Municipal Solid Waste Auth	\$	74,141.67
REGENTS OF THE UNIV OF MN	\$	32,377.02
TODD SOIL & WATER CONS DIST	\$	36,317.00
US POSTAL SERVICE	\$	12,244.57
VOYANT COMMUNICATIONS, LLC	\$	3,459.35
28 PAYMENTS LESS THAN 2000	\$	10,832.27
CENTERPOINT ENERGY	\$	3,828.72
DVS RENEWAL	\$	6,546.75
H & L MESABI	\$	2,631.25
NOW MICRO INC	\$	2,077.12
RANGER CHEVROLET	\$	95,087.06
ROYAL TIRE	\$	4,539.18
SPRINGSTED INC	\$	2,250.00
STAPLES ADVANTAGE	\$	3,995.24
STOECKEL JAHNER INC	\$	7,295.00
TODD SOIL & WATER CONS DIST	\$	70,423.00
TODD TRAILS ASSOCIATION	\$	55,222.65
VERIZON	\$	3,049.81
WIDSETH SMITH NOLTING INC	\$	11,148.67
61 PAYMENTS LESS THAN 2000	\$	18,395.31
Total:	\$	732,276.31

On a motion by Erickson and second by Becker, the preceding minutes of the County Board meeting held January 2, 2018 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on January 16, 2018.

Witness my hand and seal:


Randy Neumann, County Board Chairperson


Denise Gaida, Todd County Auditor-Treasurer