

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
April 3, 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 3rd day of April, 2018 at 9:00 AM. The meeting was called to order by Chairperson Neumann. The meeting was opened with the Pledge of Allegiance. All Commissioners were present except Commissioner Erickson.

Approval of Agenda

On motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote. To approve the agenda as presented with the removal of item 5.6 Recruit Deputy Auditor/Treasurer and 11.1 Approve the County Coordinator Job Description Changes until the full board is present.

Consent Agenda

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

To approve the Commissioner's Meeting Minutes for March 20th, 2018 as presented.

GAMBLING PERMIT – LITTLE BIRCH LAKE ASSOCIATION

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Little Birch Lake Association through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Little Birch Lake Association to hold a raffle at the Diamond Point Supper Club in Birchdale Township at the address 12818 Bayview Drive, Sauk Centre, MN on September 15th, 2018.

Auditor-Treasurer

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the March 2018 Auditor Warrants number (ACH) 9000003 in the amount of \$5,600.00 and (Regular) 231450 through 231594 in the amount of \$1,660,522.02 for a total of \$1,666,122.02.

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants number 48533 through 48626 in the amount of \$34,697.20.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Health & Human Services Warrants number 513689 through 513713 in the amount of \$24,302.83 and warrants number 702373 through 702549 in the amount of \$75,986.92.

On motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve acknowledgement of Benson Air Ag, Inc. of Benson, MN for spraying of tent worms in Todd County in the Calendar year 2018 along with the Public shall be notified within 48 hours prior to spraying.

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

TRANSFER OF FUNDS FROM GENERAL FUND TO TODD COUNTY DEVELOPMENT CORPORATION FUND

WHEREAS, The 2018 Budget for Todd County's support to Todd County Development Corporation has been approved at \$65,200.00; and

WHEREAS, a letter was received from the Todd County Development Corporation requesting for the allocation of funds from the General Fund to be provided;

NOW, THEREFORE BE IT RESOLVED, that The Todd County Board of Commissioners hereby approve the transfer of funds in the amount of \$65,200.00 from the General Fund to the Todd County Development Corporation Fund.

Hands of Hope Resource Center

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

NATIONAL CRIME VICTIMS' RIGHTS WEEK

APRIL 8-14, 2018

WHEREAS, Americans are the victims of more than 20 million crimes each year, affecting individuals, and communities;

WHEREAS, years of investment in crime victims' rights and services have developed a system of victim response that can help victims recover from crime;

WHEREAS, reaching and serving all victims of crime is essential to supporting thriving communities, because those who receive holistic services and support are more likely to remain invested in their communities;

WHEREAS, dedicated victim service providers are working every day to meet the needs of crime victims, yet there are still too many victims without meaningful access to rights and services;

WHEREAS, many victims face barriers – such as isolation, distrust of authorities, language limitations, lack of transportation, or cultural barriers – that keep them from accessing the services and criminal justice systems that can help them recover from crime;

WHEREAS, we must make a dedicated effort to expand the circle of those prepared to respond to victims and link them to the resources that can help them recover;

WHEREAS, engaging a broader array of health care providers, community leaders, faith organizations, educators, and businesses can provide new links between victims and services that improve their safety, healing, and access to justice;

WHEREAS, National Crime Victims' Rights Week provides an opportunity to recommit to ensuring that all victims of crime – especially those who are challenging to reach or serve – are afforded their rights and receive a trauma-informed response; and

WHEREAS, Hands of Hope Resource Center is hereby dedicated to strengthening victims and survivors in the aftermath of crime, building resilience in our communities and our victim responders, and working for justice for all victims and survivors.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners do hereby proclaim the week of April 8-14, 2018 as

Crime Victims' Rights Week

And reaffirm Todd County's commitment to creating a victim service and criminal justice response that assists all victims of crime during Crime Victims' Rights Week and throughout the year; and to express

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our sincere gratitude and appreciation for those community members, victim service providers, and criminal justice professionals who are committed to improving our response to all victims of crime so that they may find relevant assistance, support, justice, and peace.

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

2018 SEXUAL ASSAULT AWARENESS MONTH PROCLAMATION

WHEREAS, the board of commissioners and Hands of Hope resource Center work jointly towards making every home and community in Todd County safe, and;

WHEREAS, the voices of those who have been victimized by sexual assault must be heard through public awareness and education activities, and;

WHEREAS, in 2017, Hands of Hope Resource Center served 90 new victims of sexual assault, 29 of those victims were children, more than double the number of children served in 2016, 29 were adult victims, and the remaining 32 were secondary victims, moms, dads, siblings, friends and extended family members, which is also double 2016 numbers. The bulk of these 90 victims are constituents of this county board. One other frightening factor we need to remember, is that over 60 percent of sexual assaults are never reported, and;

WHEREAS, over three fourths of these assaults are committed by someone that is known to the victim, and often times take place either in the victim's home or within a mile of that home, and nearly half of all sexual assaults are happening to our children under 18 years of age, and;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners join Hands of Hope Resource Center in encouraging all Todd County residents to become a part of the solution to eliminate sexual violence in our county, and;

BE IT FURTHER RESOLVED, that the Todd County Board of Commissioners, does hereby proclaim April 2018 as Sexual Assault Awareness Month and urge folks to speak out if they see or hear something going on, call law enforcement, reach out to victims, learn more about this crime, and join those who are already speaking out. Working together, we can support victims and make a difference. We never know when the next victim will be our child, grandchild or brother or sister.

Emergency Management

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To close the Justice Center for training on August 8, 2018 for the hours of 12:30 PM to 4:30 PM to the public.

Public Works

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

AWARD OF CONSTRUCTION CONTRACT FOR 2018 BITUMINOUS HIGHWAY CONSTRUCTION PROJECTS

WHEREAS, sealed bids were received on March 21st, 2018 by the Todd County Public Works Director for SAP 077-609-009, SAP 077-614-019, CP 18:76, CP 18:77, and CP 77-18-01, 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	\$3,607,639.32
Mark Sand & Gravel	Fergus Falls, Minnesota	\$3,747,677.85

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Anderson Brothers Construction	Brainerd, Minnesota	\$3,878,657.52
Central Specialties, Inc.	Alexandria, Minnesota	\$3,886,499.03
Knife River Corporation	Sauk Rapids, Minnesota	\$4,327,602.35
Duininck Construction	Prinsburg, Minnesota	\$5,020,712.30

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 \$3,607,639.32.

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

AWARD OF CONSTRUCTION CONTRACT FOR 2018 GRAVEL SURFACING CONSTRUCTION PROJECT

WHEREAS, sealed bids were received on March 27th, 2018 by the Todd County Public Works Director for CP 18:80, said project for gravel surfacing construction work on County Road 80 in Todd County, and;

WHEREAS, the following sealed bids were received:

Braaten Aggregate	Bertha, Minnesota	\$58,291.00
Central Specialties, Inc.	Alexandria, Minnesota	\$59,924.00
Hard Rock Screening, LLC	Little Falls, Minnesota	\$62,764.00

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 Braaten Aggregate of Bertha, Minnesota based on their low bid of \$58,291.00.

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

AWARD OF CONSTRUCTION CONTRACT FOR 2018 DUST CONTROL PROJECT

WHEREAS, sealed bids were received on March 27th, 2018 by the Todd County Public Works Director for CP 77-18-08, said project for dust control on various Todd County Highways, and;

WHEREAS, the following sealed bids were received:

Northern Salt, Inc.	Forest Lake, Minnesota	\$110,811.82
Tri City Paving	Little Falls, Minnesota	\$113,345.98
EnviroTech Services	Greeley, Colorado	\$118,529.48

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 Northern Salt, Inc. of Forest Lake, Minnesota based on their low bid of \$110,811.82.

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

AWARD OF CONSTRUCTION CONTRACT FOR 2018 PAVEMENT MARKING PROJECT

WHEREAS, sealed bids were received on March 27th, 2018 by the Todd County Public Works Director for CP 77-18-03, 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	\$44,839.50
AAA Striping Service Co.	Saint Michael, Minnesota	\$45,882.28

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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 \$44,839.50.

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

AWARD OF CONSTRUCTION CONTRACT FOR 2018 HSIP PAVEMENT STRIPING CONSTRUCTION PROJECTS

WHEREAS, sealed bids were received on March 27th, 2018 by the Todd County Public Works Director for SP 077-070-009 and SP 077-070-010, said projects for 6" wide latex edge lines and 6" wide ground-in wet reflective epoxy edge lines located on various highways in Todd County, and;

WHEREAS, the following sealed bids were received:

Traffic Marking Services, Inc.	Maple Lake, Minnesota	\$359,571.86
AAA Striping Service Co.	Saint Michael, Minnesota	\$388,336.37

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 Traffic Marking Services, Inc. of Maple Lake, Minnesota based on their low bid of \$359,571.86.

Great River Regional Library

Karen Pundsack, Cathy Perish, and Jennifer Shattuck provided the County Board with a presentation of the 2017 Great River Regional Library activities.

Health & Human Services

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: Write off a total amount of \$1,394.88 for uncollectable debts for years 2010 – 2017.

MIS Dept

On motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote: To accept the rebranded logo for Todd County as presented.

Auditor-Treasurer's Report

The Auditor-Treasurer reported on current projects including CLA audit progression, 2018 Tax Statement release, and Finance Committee 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 recruitments, solid waste transition, and training opportunity via extension dept.

Recess

Commissioner Neumann recessed the meeting until April 17, 2018.

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AUDITOR WARRANTS

VENDOR NAME	AMOUNT
CITY OF EAGLE BEND	\$ 7,726.12
CITY OF LONG PRAIRIE	\$ 3,062.49
CITY OF STAPLES	\$ 4,212.89
MN DEPT OF FINANCE	\$ 5,845.26
SCHOOL DISTRICT 2170	\$ 41,170.48
SCHOOL DISTRICT 2753	\$ 10,298.52
SCHOOL DISTRICT 787	\$ 14,670.93
TOWN OF BURNHAMVILLE	\$ 2,428.46
TOWN OF FAWN LAKE	\$ 10,303.31
TOWN OF HARTFORD	\$ 6,473.86
TOWN OF MORAN	\$ 8,269.39
8 PAYMENTS LESS THAN 2000	\$ 2,851.03
ACTIVE911	\$ 2,530.00
COMPUTER PROFESSIONALS	\$ 5,015.00
LONG PRAIRIE OIL COMPANY	\$ 4,414.08
LONG PRAIRIE SANITATION INC	\$ 4,355.61
PETERS LAW OFFICE, P.A.	\$ 3,706.00
26 PAYMENTS LESS THAN 2000	\$ 12,202.16
AMERICAN HERITAGE BANK	\$ 27,290.27
CARD SERVICES COBORNS	\$ 2,958.08
CLIFTON LARSONALLEN, LLP	\$ 2,000.00
COUNTRYSIDE RESTAURANT	\$ 6,400.80
FLEET SERVICES/WEX BANK	\$ 5,668.76
MINNESOTA POWER & LIGHT	\$ 9,144.06
MN DEPT OF FINANCE	\$ 5,167.00
MORRISON COUNTY	\$ 11,924.90
Prairie Lakes Municipal Solid Waste Auth	\$ 74,340.00
STEP	\$ 3,916.38
STREAMWORKS	\$ 5,600.00
WONDERLICH/SCOTT A	\$ 6,290.25
31 PAYMENTS LESS THAN 2000	\$ 17,470.05
AMERICAN HERITAGE	\$ 10,714.78
GALLAGHER BENEFIT SERVICES INC	\$ 2,400.00
GREAT RIVER REGIONAL LIBRARY	\$ 86,101.25
MADDEN GALANTER HANSEN, LLP	\$ 4,166.80
MINNESOTA POWER & LIGHT	\$ 8,158.51
REGENTS OF THE UNIV OF MN	\$ 33,186.57
SHI CORP	\$ 4,463.00
25 PAYMENTS LESS THAN 2000	\$ 9,439.94
CENTERPOINT ENERGY	\$ 6,163.52
CLARISSA BALLROOM	\$ 2,699.83
TODD CO AUDITOR-TREASURER	\$ 1,156,465.27

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VERIZON	\$	3,028.90
VOYANT COMMUNICATIONS, LLC	\$	3,496.42
16 PAYMENTS LESS THAN 2000	\$	7,931.09
Total:	\$	1,666,122.02

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
BIG STONE THERAPIES, INC.	\$ 2,760.81
STREICHER'S	\$ 3,047.49
ZIEGLER INC	\$ 2,029.27
91 PAYMENTS LESS THAN 2000	\$ 26,859.63
Total:	\$ 34,697.20

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
DHS - MSOP - MN SEX OFFENDER PROGRAM	\$ 5,208.00
DHS - ST PETER RTC - 472	\$ 7,308.00
DHS - SWIFT	\$ 2,189.47
V#15418 - COST EFF HEALTH INSURANCE	\$ 3,169.75
ITEN FUNERAL HOME - BROWERVILLE	\$ 3,385.00
V#15315 - COST EFF HEALTH INSURANCE	\$ 2,183.64
171 PAYMENTS LESS THAN 2000	\$ 52,543.06
Total:	\$ 75,986.92

VENDOR NAME	AMOUNT
MID MINNESOTA DRUG TESTING INC	\$ 3,735.00
NORTH HOMES CHILDREN & FAMILY SRVS	\$ 7,725.76
NORTHERN PINES MENTAL HLTH CTR INC	\$ 3,688.00
PAYMENTS LESS THAN 2000	\$ 9,154.07
Total:	\$ 24,302.83

On a motion by Erickson and second by Kneisl, the preceding minutes of the County Board meeting held April 3, 2018 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on April 17, 2018.

Witness my hand and seal:


 Randy Neumann, County Board Chairperson


 Denise Gaida, Todd County Auditor-Treasurer