

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
May 1, 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 1st day of May, 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.

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.

Consent Agenda

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

To approve the Commissioner's Meeting Minutes for April 17th, 2018 as presented.

Auditor-Treasurer

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants number 48723 through 48830 in the amount of \$71,251.99.

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Health & Human Services Warrants number 513786 through 513812 in the amount of \$66,737.39 and warrants number 702565 through 702738 in the amount of \$76,449.91.

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

ADOPTING THE 2018 LOCAL ELECTION EQUIPMENT PLAN FOR IMPLEMENTATION IN TODD COUNTY

WHEREAS, the Federal Government passed the Help America Vote Act (HAVA) to provide for equality and uniformity in the elective process, and;

WHEREAS, in 2006 the Federal Government provided funding for the purchase of electronic voting equipment to each State to assist its Cities and Townships in compliance with the Help America Vote Act requirements, and;

WHEREAS, in 2006, Todd County drafted a Local Election Equipment Plan alongside its Cities and Townships which was approved by the Secretary of State's Office and adopted by the Todd County Board of Commissioners, which depicted the relationships and responsibilities between the Cities/Townships and Todd County for the electronic voting equipment and its associated costs and;

WHEREAS, the Office of the Minnesota Secretary of State has solicited applications from jurisdictions for grants to purchase upgrades to the existing voting equipment technologies utilized statewide to which Todd County was awarded monies, and;

WHEREAS, the County Auditor-Treasurer has presented information to its Cities and Townships on November 1, 2017 of the upgrade possibility and the County Auditor-Treasurer's proposal of purchase timeline, and;

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WHEREAS, the County Auditor-Treasurer has presented equipment options and equipment plan update details to the Board of Commissioners and Municipalities during County Work sessions on November 7th and 21st, 2017, and;

WHEREAS, the County Auditor-Treasurer has researched all election equipment options certified in the State of Minnesota and has communicated such recommendation to the County Board, and;

WHEREAS, the County's committed goal is to prepare its election system for future advancements in technology, and;

WHEREAS, in order for any changes in voting equipment technology to be implemented within Todd County, the Local Election Equipment Plan must be updated to reflect the equipment needs being utilized.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby adopt the attached Local Election Equipment Plan which outlines the implementation and procedures regarding the use of Assistive Voting Devices, Precinct Count Tabulators and Electronic Roster Devices within Todd County Election Precincts and will be effective upon plan adoption.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the adoption of the 2018 Mid-State Computer Collaborative Joint Powers Agreement.

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To ratify the Master Agreement to provide professional services between Mid-State Computer Collaborative and Computer Professionals Unlimited, Inc.

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

RESOLUTION FOR AN ADJACENT OWNER SALE OF A TAX FORFEITED PARCEL IN VILLARD TOWNSHIP

WHEREAS, Parcel 25-0024301 Sect – 24 Twp – 133 Rang – 32 Part of Govt Lot 1 Desc as: Comm at N Qtr cor of Sec 24, E 961.90 Ft, E 342 Ft to PT of beg; Thence S to Long Prairie River, NE-rly along river to N line of Govt Lot 1 W to beg ex N 44 Ft for Cemetery, has forfeit to the State for nonpayment of property taxes, and;

WHEREAS, this Adjacent Owner Sale is to achieve the best use of a Tax Forfeited parcel by adding it to its adjoining parcel, and;

WHEREAS, the county has been notified that there are possible burial sites on this parcel.

NOW THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approves the adjacent owner sale of parcel 25-0024301 to the Motley Public Cemetery for the amount of \$1.00.

BE IT FURTHER RESOLVED, that the terms of sale are as follows:

All property is sold for cash only, full payment is due on the date of sale;

A charge of \$25.00 will be made for each State Deed issued;

A charge of \$46.00 will be made to record the State Deed;

State Deed Tax on the amount of purchase will be collected (0.0033 x purchase price); and a 3% Assurance Fund charge will be made (as per Minnesota Statutes 284.28, Subd. 8).

Only persons allowed to bid are adjacent owners.

BE IT FURTHER RESOLVED, that the right is reserved by Todd County, in the interest of the public, to cancel this sale at any time prior to its sale.

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Clifton Larson Allen

Doug Host, CPA, Principal of Clifton Larson Allen presented the report of findings for the Audit of the Year Ending December 31, 2017 for the County Board's review.

Veterans Services

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

RESOLUTION OF TODD COUNTY

WHEREAS, The Veteran Service Officers of Todd, Wadena, Cass, Crow Wing and Morrison Counties are jointly requesting a grant from the National Joint Powers Alliance (NJPA) for much needed projects within Region 5, and;

WHEREAS, The Todd County Veteran Service Office is willing to serve as the fiscal agent for this grant.

NOW, THEREFORE BE IT RESOLVED, by The Todd County MN Board, that the County approves of and supports the projects proposed by the Region 5 Veteran Service Officers.

BE IT FURTHER RESOLVED, by the Todd County Board, that Todd County will serve as the fiscal agent for the funds to pass to the various organizations in the Counties of Region 5.

Assessor Office

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by majority vote with Commissioner Kircher against: To approve the abatement request for parcel 37-0009600.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by majority vote with Commissioner Neumann against: To deny the abatement request of Idlewilde Resort.

Public Works

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the promotion of Linus Koval to the Leadperson position at a Grade 9, Step 8 (\$28.21/hour) and adjust the pay rate of the Maintenance Foreman one step to a Grade 11, Step 5 (\$29.00/hour) with both of these adjustments being effective the first full payroll week after July 1st, 2018.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the purchase of pavement patching trailer from Stepp Manufacturing Company, Inc. for \$27,134.00.

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

Exhibit E for Grant Agreement to State Transportation Fund Local Bridge Replacement Program – Grant Terms and Conditions SAP 077-622-013 & SAP 077-597-005

WHEREAS, Todd County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge #77J92 and Bridge #77J90 , and;

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WHEREAS, the Commissioner of Transportation has given notice that funding for this bridge is available, and;

WHEREAS, the amount of the grant has been determined to be \$89,036.50 for Bridge #77J92 (SAP 077-622-013) and \$135,714.70 for Bridge #77J90 (SAP 077-597-005) by reason of the lowest responsible bid.

NOW, THEREFORE BE IT RESOLVED, that Todd County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required. The County Board Chairman and the Todd County Auditor/Treasurer are authorized to execute a grant agreement with the Commissioner of Transportation concerning the above-referenced grant.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the low bid of \$89,535.74 from Miller Brothers Construction to construct a cold storage building at the Public Works Northern Shop.

Ditch Inspector

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To acknowledge receipt of a Hold Harmless Agreement for Ditch Maintenance on CD33 from Glen Middendorf and Vince Decker – Parcel 20-0023100 – Reynolds Twp section 20.

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To acknowledge receipt of a Hold Harmless Agreement to replace a Private Crossing on CD18 from David Sticha – Parcel 13-0020600, Iona Twp section 21.

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

NOXIOUS WEED AND INVASIVE PLANT GRANT

WHEREAS, the MDA released the Noxious Weed and Invasive Plant Grant Proposal Application on November 20, 2017 and;

WHEREAS, January 2, 2018 the County Ag Inspector (CAI) brought the Grant to a Board meeting as an Information Item to inform the Board of the intent to apply for the Grant. The completed Grant application was submitted to the MDA on January 12, 2018. \$29,848.00 was requested to do education, outreach, monitoring, surveillance and treatment of Palmer amaranth and to do some of the same with Wild parsnip, and;

WHEREAS, the CAI was informed on March 8, 2018, that Todd County has been awarded \$20,000.00 of the total requested amount; a Budget Revision was submitted on March 27, 2018 with the proposal modifications, and;

WHEREAS, The proposal modifications were accepted by the MDA; the Grant Contract was received on April 14, 2018, therefore the CAI is requesting permission to accept the Grant from the MDA.

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners accepts the Noxious Weed and Invasive Plant Grant from the MDA, and authorizes the CAI to sign the Grant Award contract for and on behalf of Todd County.

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Sheriff's Office

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

2017 Federal Boating Safety Equipment Grant

WHEREAS, the Todd County Sheriff Don Asmus has submitted an application for the 2017 Federal Boating Safety Grant to the State of Minnesota, and;

WHEREAS, this grant has been awarded in the amount of \$3,169.00 to Todd County to purchase 6 buoys, 6 solar lights and chain and links for the buoys.

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners accept the 2017 Federal Boating Safety Grant and authorize Sheriff Don Asmus to carry out the conditions of the grant.

Health & Human Services

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

A RESOLUTION AFFIRMING TODD COUNTY'S SUPPORT OF REGION V+ ADULT MENTAL HEALTH INITIATIVES COMPREHENSIVE RE-ENTRY PROGRAM TO REDUCE THE NUMBER OF PEOPLE WITH MENTAL ILLNESSES IN JAILS

WHEREAS, The Todd County Board is increasingly seeing the impacts of ongoing reductions in state and federal funding for serious mental illness in our community and the resulting increased rates of serious mental illness in child protection cases and in incarcerations in the county jail at rates three to six times higher than the general population;

WHEREAS, The net effect of these changes is the increasing criminalization of serious mental illness, which reflects an actual change from one kind of institutionally-based care for serious mental illness in which appropriate psychiatric treatment and programming elements were provided in a residential setting to an institutionalized residential setting that is ill-equipped to do the same, which we believe to be a worse system than what we had with the state hospitals;

WHEREAS, without the appropriate treatment and services, people with mental illnesses continue to cycle through the criminal justice system, often resulting in tragic outcomes for these individuals and their families;

WHEREAS, Region V+ Adult Mental Health Initiative (Cass, Crow Wing, Morrison, Aitkin, Todd and Wadena Counties) takes pride in its responsibility to protect and enhance the health, welfare, and safety of its residents in efficient and cost-effective ways;

WHEREAS, Region V+ Adult Mental Health Initiative will offer a regional Comprehensive Re-Entry Program in partnership with other key stakeholders that will safely reduce the number of adults with mental illnesses in jails by connecting them to community-based treatment and services.

NOW, THEREFORE, LET IT BE RESOLVED, THAT TODD COUNTY, THROUGH DOUG HOUGE, CROW WING COUNTY CHAIR OF THE BOARD OF COMMISSIONERS, does hereby sign on to the development of our Comprehensive Re-Entry Program as a regional project of the Adult Mental Health Initiative to reduce the number of people with mental illnesses in our county jails. We resolve to:

- Apply for funding through the National Joint Powers Alliance to begin our regional efforts around safely reducing the number of people with mental illnesses in jails; and

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- Collect and review prevalence numbers and assess individuals' needs to better identify adults entering jails with mental illnesses and their recidivism risk, and use that baseline information to guide decision making at the system, program, and case levels; and
- Examine treatment and service capacity to determine which programs and services are available in the county for people with mental illnesses and co-occurring substance use disorders, and identify state and local policy and funding barriers to minimizing contact with the justice system and providing treatment and supports in the community; and
- Develop a plan with measurable outcomes that draws on the jail assessment and prevalence data and the examination of available treatment and service capacity, while considering identified barriers; and

Create a process to track progress using data and information systems, and to report on barriers and successes.

South Country Health Alliance

Leota Lind and Scott Schufman presented a financial report to the County Board.

Administration

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the letter of support for the CTC Broadband Grant to extend fiber to Moran Township to be signed by the County Board Chair.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the sale of the County owned lot near the VFW to Cody & Sarah Nelson for \$16,000.00 for future development.

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the recruitment and hiring of a HR Intern.

On motion by Becker, the action to Authorize Recruitment of Full Time Administrative Assistant was tabled for further research.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To acknowledge receipt of notice provided on April 23, 2018 and approve resignation of Joseph Hatch, County Coordinator effective May 23, 2018 thus fulfilling the 30-day notice requirement of his employment contract.

Auditor-Treasurer's Report

The Auditor-Treasurer reported on current projects including CLA Audit report, state election conference upcoming, and reminder of MIPR volunteer no longer being available during the current collection tax season.

Commissioner's Report

The Commissioners reported on the meetings that they had attended.

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Coordinator's Report

The Coordinator reported on the meetings attended and projects in-progress including current recruitments, a meeting with Prairie Lakes, and a transition plan for his departure.

Recess

Chairperson Neumann recessed the meeting until May 15, 2018.

COMMISSIONER WARRANTS

<u>VENDOR NAME</u>	<u>AMOUNT</u>
AHRENS/DALE & PATRICIA	\$ 4,004.00
AMERICAN SOLUTIONS FOR BUSINESS	\$ 4,416.85
CARGILL SALT DIVISION	\$ 13,285.61
MCCC, MI33	\$ 5,408.00
MN DEPT OF TRANSPORTATION	\$ 3,366.20
O'REILY AUTO PARTS	\$ 2,563.17
ZUERCHER TECHNOLOGIES LLC	\$ 5,083.23
101 PAYMENTS LESS THAN 2000	\$ 33,124.93
Total:	\$ 71,251.99

HEALTH & HUMAN SERVICES WARRANTS

<u>VENDOR NAME</u>	<u>AMOUNT</u>
DHS - MSOP - MN SEX OFFENDER PROGRAM	\$ 5,766.00
DHS - ST PETER RTC - 472	\$ 8,091.00
DHS - SWIFT	\$ 2,523.05
V#14375 - COST EFF HEALTH INSURANCE	\$ 2,283.00
LACANNE FAMILY FUNERAL SERVICE - WINDOM, MN	\$ 3,600.00
V#14380 - COST EFF HEALTH INSURANCE	\$ 3,875.27
PERISH/ALAN	\$ 2,108.98
167 PAYMENTS LESS THAN 2000	\$ 48,202.61
Total:	\$ 76,449.91

<u>VENDOR NAME</u>	<u>AMOUNT</u>
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$ 2,117.30
NORTH HOMES CHILDREN & FAMILY SRVS	\$ 8,553.52
NORTHERN PINES MENTAL HLTH CTR INC	\$ 27,886.39
NORTHWOOD CHILDRENS SRVS	\$ 18,208.78
PRODUCTIVE ALTERNATIVES INC - FERGUS	\$ 2,204.08
PAYMENTS LESS THAN 2000	\$ 7,767.32
Total:	\$ 66,737.39

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On a motion by Becker and second by Kneisl, the preceding minutes of the County Board meeting held May 1, 2018 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on May 15, 2018.

Witness my hand and seal:


Randy Neumann, County Board Chairperson


Denise Gaida, Todd County Auditor-Treasurer