

TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on
June 5, 2018*

Public Comment

Lysa Conner and KayeLee Caplinger addressed the County Board regarding Human Services concerns.

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 June, 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 Kneisl, the following motions and resolutions were introduced and adopted by unanimous vote:

To approve the Commissioner's Meeting Minutes for May 15th, 2018 and May 22nd, 2018 as presented.

GAMBLING PERMIT – BIG LAKE SPORTSMAN CLUB

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Big Lake Sportsmans Club through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Big Lake Sportsman Club to hold a raffle at the Big Lake Sportsmans Club in Turtle Creek Township at the address 33497 County 16, Cushing, MN on August 18th, 2018.

GAMBLING PERMIT – STRUTTIN BLACK BEARDS NWTF

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Struttin Black Beards NWTF through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Struttin Black Beards NWTF to hold a raffle at the Thunder Lodge in Long Prairie Township at the address 22056 US 71, Long Prairie, MN on August 2nd, 2018.

Auditor-Treasurer

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the May 2018 Auditor Warrants number (ACH) 900005 thru 900039 in the amount of \$5,099,431.21 and (Regular) 231746 through 231938 in the amount of \$3,587,757.63 for a total of \$8,687,188.84.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants number 48944 through 49065 in the amount of \$86,899.76 and Commissioner ACH Warrant number 400000 in the amount of \$220.00 for a Grand Total of \$87,119.76.

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On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Health & Human Services Warrants number 513888 through 513931 in the amount of \$43,874.10 and warrants number 702757 through 702858 in the amount of \$108,716.71.

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

TRANSFER OF FUNDS – NORTHERN SHOP COLD STORAGE BUILDING PROJECT

WHEREAS, the Todd County Board of Commissioners approved the project to construct a Cold Storage Building at the Northern Shop Public Works location, and;

WHEREAS, per auditing standards all building and construction projects are to be tracked and expensed via a dedicated fund, and;

WHEREAS, the building project is scheduled to commence in the near future and funding should be aligned to facilitate the project's expenses.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the transfer of funds in the amount of \$89,535.74 from Fund 03-Public Works to Fund 37-Bldg Construction For the Northern Shop Cold Storage Building Project.

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous vote: To appoint Commissioner Kircher and Commissioner Kneisl with Commissioner Erickson as alternate as non-voting members to the Todd County Housing and Redevelopment Authority Board effective immediately.

Facilities

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the nonbudgeted request of the Historical building #6 exterior repairs at the Fairgrounds with sidewall exterior wainscot of \$23,093.78 and to use the Facilities Improvement Fund for these financial implications with work to be completed prior to the 2018 Todd County Fair activities.

County Extension Office

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve 2 student interns for the summer of 2018 for County Extension funded by Sourcewell (formerly NJPA).

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To renew the Memorandum of Agreement with Todd County and the University of Minnesota Extension for years 2019-2021.

Ditch Inspector

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

HOLD HARMLESS AGREEMENT – PRIVATE CROSSING – COUNTY DITCH 18

WHEREAS, David Sticha is requesting to replace a private crossing on CD18 that is located on his parcel – 13-0020600. A Hold Harmless Agreement has been signed and submitted to the Ditch Authority, and;

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WHEREAS, an onsite inspection has been done; a Wetland Application is not needed because this replacement is being done during the CD18 Maintenance project which already has a Wetland Application submitted, and;

WHEREAS, applicant is allowed to replace an existing culvert crossing with a 36" culvert. Culvert will be placed at ditch bottom elevation. The proposed crossing will meet the hydraulic capacity of the downstream crossing.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Ditch Authority gives permission to David Sticha to replace an existing culvert crossing on CD18, that is located on his property, at his own expense.

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To because of weather conditions, including prolonged, freezing temperatures in early winter, and late frost out in spring, Corbin Pickar Excavating was not able to finish their contract that was to be substantially completed May 31, 2018 and completed June 15, 2018. They have lateral #2 (1.4 miles) left to excavate and approximately 13 miles of spoil to level. They are requesting an extension until October 1, 2018 to complete this contract. The Todd County Ditch Authority approves by Motion, the extension of the contract with Corbin Pickar Excavating from May 31, 2018 to October 1, 2018.

Public Works / Solid Waste

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

APPROVAL TO SELL ROAD BUILDING MATERIAL AT THE COUNTY DEMOLITION LANDFILL
WHEREAS, on April 3rd, 2018 Todd County awarded a construction contract to Tri-City Paving, Inc. to construct multiple projects (SAP 077-609-009, SAP 077-614-019, CP 18:76, CP 18:77, and CP 77-18-01) located on various roads in Todd County, and;

WHEREAS, Tri-City Paving, Inc. has requested approval from the Todd County Solid Waste Department to produce road building material/aggregate, which includes the production of bituminous asphalt pavement, in the Todd County Demolition Landfill (specifically in the area that has been designated as the future location of the expansion cell), and:

WHEREAS, Minnesota Statute 160.11 (Materials for Building Roads) allows road authorities to engage in the processing of crushed rock or other road- or street building material for the use on public roads or streets within its jurisdiction.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby update the Todd County Fee Schedule to include road building material from the Todd County Demolition Landfill.

BE IT FURTHER RESOLVED, that said road building material be set at a price of \$1.50/ton, that this material can only be used for construction of roads in Todd County, and that material can only be mined from the location of the proposed expansion cell.

Sheriff's Office

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous vote: To allow for the purchase of the in-squad cameras from Watch Guard.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To allow for the purchase of the two radar units from Applied Concepts, Inc.

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Planning & Zoning

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

Final Plat Approval – “Reese Estates” Subdivision

WHEREAS, Applicant John and Barbara Reese applied to subdivide a property that is described as N 377 FT OF W 660 FT OF NE4 NW4, Section 05, in Villard Township with the plat to be known as Reese Estates,

WHEREAS, Reese Estates consists of two residential lots, Lot 1 2.95 ± acres, and Lot 2 2.00± acres located in the R-2 zoning district of Villard Township,

WHEREAS, On April 6, 2017 the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance: SECT-05 TWP-133 RANG-32

N 377 FT OF W 660 FT OF NE4 NW4

5.70 ACRES

WHEREAS, On July 18, 2017 the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Reese Estate preliminary plat with conditions,

WHEREAS, the Planning & Zoning Department has completed the necessary final plat review and find that all items required for final plat approval have been completed.

NOW, THEREFORE BE IT RESOLVED, the final plat of “Reese Estates” subdivision be approved as presented.

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

A RESOLUTION REGARDING THE ADMINISTRATION OF THE MINNESOTA WETLAND CONSERVATION ACT

WHEREAS, the Minnesota Wetland Conservation Act of 1991 (WCA) requires local government units (LGUs) to implement the rules and regulations promulgated by the Board of Water and Soil Resources (BWSR) pertaining to wetland draining, filling and excavation; and

WHEREAS, Minnesota Rules chapter 8420 have been adopted by BWSR in accordance with the rulemaking provisions of Minnesota Statutes, chapter 14, for the purpose of implementing WCA; and **WHEREAS**, Minnesota Rules 8420.0200, Subpart 1, Item E allows a county, city, or town to delegate implementation of chapter 8420 and the act to another governmental entity by the passage of resolutions by both parties; and

WHEREAS, both parties must provide notice to BWSR, the Department of Natural Resources, and the Soil and Water Conservation District of the delegation, including a copy of the resolution and a description of the applicable geographic area, within 15 business days of adoption of the resolution; and

WHEREAS, City of Eagle Bend has passed Resolution #18-11-575 delegating the implementation of Minnesota Rules chapter 8420 to Todd County; and

THEREFORE, BE IT RESOLVED that Todd County hereby accepts the authority and administrative responsibility to implement WCA as the LGU within the legal boundaries of the City of Eagle Bend as of June 5, 2018 in accordance with Minnesota Rules, Chapter 8420.

Health & Human Services

Agenda Item titled Request to hire Child Services Supervisor failed due to lack of motion.

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Todd County Medical Examiner

The Commissioners received the 2017 Summary Report from Dr. Strobl, Midwest Medical Examiner's Office of Medical Examiner services provided to Todd County.

Administration

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Wellness Program Mission and Goals and appoint Commissioner Becker to serve on the Wellness Committee.

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by majority vote with Commissioner Kircher against: To authorize hiring of David Drown Associates to Conduct County Coordinator Search.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the County Coordinator job description as presented.

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Interim Coordinator job description as presented.

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by majority vote with Commissioner Kircher against: To authorize the recruitment and hiring of an Administrative Assistant.

On motion by Kircher and second by Kneisl, the following motion was introduced and failed by majority vote with Commissioner Neumann, Becker, and Erickson voting against: To authorize the County Board Chair to sign letter of support on behalf of Todd County Commissioners for Mill Townhomes Project and provide \$500 in support of the project to be funded by the General Fund.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To authorize the County Board Chair to sign a letter of support on behalf of Todd County Commissioners for Mill Townhomes Project.

Auditor-Treasurer's Report

The Auditor-Treasurer reported on current projects including candidate filing, and the open filing period for appointment to the Sauk River Water Shed board.

Commissioner's Report

The Commissioners reported on the meetings that they had attended.

Interim Coordinator's Report

The Interim Coordinator reported on the meetings attended and projects in-progress including an update on the Rock Wall Grant award.

Recess

Chairperson Neumann recessed the meeting until June 19th, 2018.

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AUDITOR WARRANTS	
VENDOR NAME	AMOUNT
AMERICAN HERITAGE BANK	\$ 2,873.00
ANOKA CO GOVERNMENT CENTER	\$ 14,920.50
COMPUTER PROFESSIONALS	\$ 4,866.00
FLEET SERVICES/WEX BANK	\$ 5,845.54
LONG PRAIRIE SANITATION INC	\$ 4,355.61
MORRISON COUNTY	\$ 27,877.20
NORTHERN STAR COOP	\$ 2,302.49
SCEGURA/DAVID L	\$ 2,883.83
STEP	\$ 4,494.50
WONDERLICH/SCOTT A	\$ 7,261.00
26 PAYMENTS LESS THAN 2000	\$ 9,591.84
AMERICAN HERITAGE BANK	\$ 50,085.81
CARD SERVICES COBORNS	\$ 2,354.61
COUNTRYSIDE RESTAURANT	\$ 5,829.60
GALLAGHER BENEFIT SERVICES INC	\$ 2,400.00
KEYL	\$ 3,224.00
MINNESOTA POWER & LIGHT	\$ 2,129.51
MN DEPT OF FINANCE	\$ 6,556.00
PETERS LAW OFFICE, P.A.	\$ 3,893.00
Prairie Lakes Municipal Solid Waste Auth	\$ 74,340.00
36 PAYMENTS LESS THAN 2000	\$ 16,356.12
AMERICAN HERITAGE	\$ 9,239.07
METRO SALES INC	\$ 2,380.92
METZGER/LINDA & REED	\$ 4,600.00
MINNESOTA POWER & LIGHT	\$ 12,861.78
TODD TRAILS ASSOCIATION	\$ 30,679.25
VOYANT COMMUNICATIONS, LLC	\$ 3,550.58
47 PAYMENTS LESS THAN 2000	\$ 6,505.15
CENTERPOINT ENERGY	\$ 2,475.42
CLIFTON LARSONALLEN, LLP	\$ 3,100.00
GALLAGHER BENEFIT SERVICES INC	\$ 2,400.00
INFORMATION SYSTEM CORP	\$ 6,330.00
KENDALL/THOMAS OR AMY	\$ 2,000.00
LONG PRAIRIE OIL COMPANY	\$ 3,005.25
NATIONAL JOINT POWERS ALLIANCE	\$ 582,473.84
SCHUMACHER'S NURSERY & BERRY FARM	\$ 15,729.75
STAPLES ADVANTAGE	\$ 2,467.74
TODD CO AUD-TREAS	\$ 13,981.10
23 PAYMENTS LESS THAN 2000	\$ 6,927.85
AMERICAN HERITAGE BANK	\$ 885,711.57
BIG SWAN LAKE IMPROVEMENT DIST.	\$ 8,865.22
CITY OF BERTHA	\$ 96,956.25
CITY OF BROWERVILLE	\$ 131,904.79
CITY OF BURTRUM	\$ 11,001.91

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CITY OF CLARISSA	\$	105,081.06
CITY OF EAGLE BEND	\$	136,592.49
CITY OF GREY EAGLE	\$	49,538.14
CITY OF HEWITT	\$	35,455.02
CITY OF LONG PRAIRIE	\$	534,959.29
CITY OF OSAKIS	\$	89,075.51
CITY OF STAPLES	\$	420,869.79
CITY OF WEST UNION	\$	5,006.42
REGION V DEVELOPMT COMMISSION	\$	14,256.73
SAUK RIVER WATER SHED DISTRICT	\$	32,245.88
SCHOOL DISTRICT 213	\$	373,042.68
SCHOOL DISTRICT 2155	\$	2,001.84
SCHOOL DISTRICT 2170	\$	389,096.78
SCHOOL DISTRICT 2753	\$	1,021,934.46
SCHOOL DISTRICT 2759	\$	2,957.67
SCHOOL DISTRICT 486	\$	187,609.62
SCHOOL DISTRICT 487	\$	3,393.46
SCHOOL DISTRICT 740	\$	50,380.58
SCHOOL DISTRICT 743	\$	381,248.90
SCHOOL DISTRICT 786	\$	280,810.40
SCHOOL DISTRICT 786-DEBT DIST 86	\$	41,143.36
SCHOOL DISTRICT 787	\$	367,172.45
SCHOOL DISTRICT 787- DEBT DIST 87	\$	53,565.04
SCHOOL DISTRICT 818	\$	22,682.61
TOWN OF BARTLETT	\$	45,725.26
TOWN OF BERTHA	\$	49,458.09
TOWN OF BIRCHDALE	\$	81,002.46
TOWN OF BRUCE	\$	78,654.91
TOWN OF BURLEENE	\$	40,405.81
TOWN OF BURNHAMVILLE	\$	86,672.38
TOWN OF EAGLE VALLEY	\$	55,143.54
TOWN OF FAWN LAKE	\$	92,956.54
TOWN OF GERMANIA	\$	32,761.11
TOWN OF GORDON	\$	126,146.41
TOWN OF GREY EAGLE	\$	121,686.37
TOWN OF HARTFORD	\$	87,270.39
TOWN OF IONA	\$	46,391.90
TOWN OF KANDOTA	\$	51,694.86
TOWN OF LESLIE	\$	96,574.85
TOWN OF LITTLE ELK	\$	44,297.40
TOWN OF LITTLE SAUK	\$	66,444.39
TOWN OF LONG PRAIRIE	\$	75,316.58
TOWN OF MORAN	\$	58,179.10
TOWN OF REYNOLDS	\$	50,378.42
TOWN OF ROUND PRAIRIE	\$	94,255.89
TOWN OF STAPLES	\$	102,277.95
TOWN OF STOWE PRAIRIE	\$	51,989.45
TOWN OF TURTLE CREEK	\$	40,556.87

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TOWN OF VILLARD	\$ 151,599.06
TOWN OF WARD	\$ 58,631.09
TOWN OF WEST UNION	\$ 49,486.09
TOWN OF WYKEHAM	\$ 49,826.84
4 PAYMENTS LESS THAN 2000	\$ 1,697.05
Total:	\$ 8,687,188.84

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
BIG STONE THERAPIES, INC.	\$ 2,365.25
ELECTION SYSTEMS & SOFTWARE INC	\$ 6,417.50
MORRISON CO DEPT OF PUB WORKS	\$ 17,407.15
MORRISON CO PUBLIC HEALTH SERV	\$ 2,583.92
MOTOROLA	\$ 4,419.50
NURSE-FAMILY PARTNERSHIP	\$ 5,108.00
ROYAL TIRE	\$ 3,336.62
SPECTRUM DESIGN AND MARKETING	\$ 2,000.00
SUMMIT COMPANIES	\$ 15,995.00
114 PAYMENTS LESS THAN 2000	\$ 27,486.82
Total:	\$ 87,119.76

HEALTH & HUMAN SERVICES WARRANTS

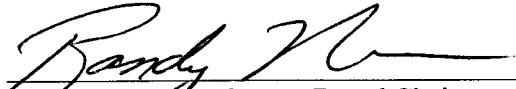
VENDOR NAME	AMOUNT
HOLISTIC FAMILY EDUCATION SRVS	\$ 4,688.82
# 15511	\$ 2,241.12
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$ 2,049.00
MERIDIAN SERVICES INC	\$ 2,112.33
MID MINNESOTA DRUG TESTING INC	\$ 3,930.00
NORTH HOMES CHILDREN & FAMILY SRVS	\$ 8,277.60
VILLAGE RANCH INC	\$ 2,229.90
PAYMENTS LESS THAN 2000	\$ 18,345.33
Total:	\$ 43,874.10

VENDOR NAME	AMOUNT
DHS - MSOP- MN SEX OFFENDER PROGRAM	\$ 5,580.00
DHS - ST PETER RTC - 472	\$ 7,830.00
DHS - SWIFT	\$ 56,001.02
FRESHWATER EDUCATION DISTRICT 6004	\$ 14,411.00
PERISH/ALAN	\$ 2,236.86
97 PAYMENTS LESS THAN 2000	\$ 22,657.83
Total:	\$ 108,716.71

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On a motion by Becker and second by Kircher, the preceding minutes of the County Board meeting held June 5, 2018 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on June 19, 2018.

Witness my hand and seal:



Randy Neumann, County Board Chairperson



Denise Gaida, Todd County Auditor-Treasurer