

# TODD COUNTY BOARD OF COMMISSIONERS

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

## Public Comment

Steve Browning, Candidate for State Representative District 9B introduced himself and his campaign initiatives to the County Commissioners.

Alex Hering, Candidate for State Representative District 9A introduced himself and his campaign initiatives to the County Commissioners.

## 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 2<sup>nd</sup> day of October, 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 Kircher 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 were introduced and adopted by unanimous vote:

To approve the Commissioner's Meeting Minutes for September 18<sup>th</sup>, 2018 as presented.

To approve the Human Resources Report for Personnel Actions dated October 2<sup>nd</sup>, 2018 as on file.

## Auditor-Treasurer

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the September 2018 Auditor Warrants number (ACH) 900071 thru 900077 in the amount of \$96,309.07 (Manual) 503 thru 503 in the amount of \$802.65 and (Regular) 232417 through 232569 in the amount of \$2,630,510.32 for a total of \$2,727,622.04.

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants number (ACH) 400001 through 400001 in the amount of \$843.88 and (Regular) 49842 through 49916 in the amount of \$212,658.60.

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Health & Human Services Warrants number 514368 through 514396 in the amount of \$25,099.63 and warrants number 703531 through 703599 in the amount of \$85,397.97.

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

### **DESIGNATION OF DEPOSITORIES, INVESTMENTS & ELECTRONIC FUNDS TRANSFERS**

**WHEREAS**, Minnesota Statute § 118A.02, subdivision 1 (a) states "The governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions." and;

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**WHEREAS**, in accordance with Minnesota Statute § 118A.01 through § 118A.08, the County Board of Commissioners has the official role to authorize the County Auditor/Treasurer to select depositories & make investments of funds under Minnesota Statute § 118A.01 to 118A.08 or other applicable law for and on behalf of the County of Todd and;

**WHEREAS**, in accordance to Minnesota Statute § 385.07, the County Board of Commissioners has the official role to authorize the County Auditor/Treasurer the use electronic funds transfers where deemed appropriate, expeditious and in the best interest of the County of Todd.

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners authorize the Todd County Auditor/Treasurer to select depositories & make investments in accordance to Minnesota Statute § 118A.01 through § 118A.08 and;

**BE IT FURTHER RESOLVED**, that the Todd County Board of Commissioners authorize the Todd County Auditor/Treasurer the use of electronic funds transfers where deemed appropriate, expeditious and in the best interest of Todd County.

## Hands of Hope Resource Center

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

### **2018 DOMESTIC VIOLENCE AWARENESS MONTH PROCLAMATION FOR TODD COUNTY**

**WHEREAS**, Our homes should be a place of love, safety, and security, and for most of us, home and family can indeed be counted among our greatest blessings;

**WHEREAS**, domestic violence is a serious crime that impacts families, workplaces, schools, churches and our communities, regardless of race, age, religion, income level, gender or occupation, and is happening in Todd County;

**WHEREAS**, The crime of domestic violence violates an individual's privacy, dignity, security, safety, and humanity, due to the systematic use of physical, emotional, sexual, psychological, and economic control and abuse;

**WHEREAS**, Domestic violence costs our nation billions of dollars annually in medical expenses, police and court costs, shelters and foster care, sick leave, absenteeism, and loss of productivity. In Todd County, Hands of Hope Resource Center has served 118 men and women, as well as numerous children and secondary victims as of September 6, 2018.

**WHEREAS**, a coordinated community effort is needed to address this crime; a coalition of organizations including law enforcement, victim services, health care providers, the clergy, social services and concerned citizens to address this recurring crisis;

**NOW, THEREFORE BE IT RESOLVED**, In recognition of the important work done by Hands of Hope Resource Center, we the commissioners of Todd County do hereby proclaim the month of October 2018 as Domestic Violence Awareness Month and urge criminal justice systems and community members to work with Hands of Hope Resource Center in eliminating domestic violence in our communities.

## Public Works

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

### **AWARD OF CONSTRUCTION CONTRACT FOR 2018 BOX CULVERT PROJECT**

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**WHEREAS**, sealed bids were received on September 18<sup>th</sup>, 2018 by the Todd County Public Works Director for SAP 077-599-061, said project for precast concrete box culvert construction work on 320th Street in Iona Township, and;

**WHEREAS**, the following sealed bids were received:

Houle Excavating, LLC	Little Falls, Minnesota	\$175,166.00
Landwehr Construction Inc.	Saint Cloud, Minnesota	\$184,856.10
Riley Brothers Construction	Morris, Minnesota	\$187,430.40
R.L. Larson	Saint Cloud, Minnesota	\$214,227.70
Central Specialties, Inc.	Alexandria, Minnesota	\$253,033.15
J.R. Ferche Inc.	Rice, Minnesota	\$256,396.50

**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 Houle Excavating, LLC of Little Falls, Minnesota based on their low bid of \$175,166.00.

## Emergency Management

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

### **ADOPTION OF THE TODD COUNTY ALL-HAZARD MITIGATION PLAN**

**WHEREAS**, Todd County has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and;

**WHEREAS**, the Act establishes a framework for the development of a County Hazard Mitigation Plan; and

**WHEREAS**, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

**WHEREAS**, the Todd County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

**WHEREAS**, the Todd County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Todd County will maintain public participation and coordination; and

**WHEREAS**, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

**WHEREAS**, the Todd County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

**WHEREAS**, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

**NOW, THEREFORE BE IT RESOLVED**, RESOLVED that Todd County supports the hazard mitigation planning effort and wishes to adopt the Todd County All-Hazard Mitigation Plan.

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## Ditch Inspector

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: The Todd County Ditch Authority acknowledges receipt of a Hold Harmless Agreement petition from Faye Arntson to replace a private crossing on County Ditch 22, parcel 05-0016700, Burleene Twp section 24.

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

### **HOLD HARMLESS AGREEMENT – DITCH MAINTENANCE – COUNTY DITCH 8**

On a motion by Kircher and second by Becker the following was adopted by unanimous vote:

**WHEREAS**, Ray Cline is requesting to maintain approximately 1,045 feet of Lateral 1 on CD8 on his parcel – 26-0014400, located in Ward Twp section 16, and;

**WHEREAS**, a Hold Harmless Agreement has been signed and submitted to the Ditch Authority, and an onsite inspection has been done, and;

**WHEREAS**, applicant is allowed to maintain the drainage ditch to the original width, depth and grade.

An improvement by lowering or widening the ditch bottom is not allowed. Sediment and vegetation can only be removed to the extent of the original ditch bottom elevation. Spoil must be side cast and leveled, staying within 16.5 feet of the ditch.

**NOW, THEREFORE BE IT RESOLVED**, the Todd County Ditch Authority gives permission to Ray Cline to maintain approximately 1045 feet of CD8, located on his own property, at his own expense.

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the CAI pursuing the Noxious Weed and Invasive Plant Grant by submitting an application.

## Great River Regional Library

Karen Pundsack and Aron Murphy provided the County Board with an update on GRRL activities.

## South Country Health Alliance

Leota Lind provided the County Board an update regarding SCHA initiatives.

## Health & Human Services

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To appoint Commissioners Kircher and Erickson to serve as members of the Region V+ Adult Mental Health Initiatives Comprehensive Re-entry (Jail Diversion) Project Team/Stakeholder Group.

## Administration

On motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the grade and pay increase for Payroll & Benefits Specialist (filled by Kathleen Nauber) to Grade 8, Step 5 (\$24.36) effective October 2, 2018.

## Auditor-Treasurer's Report

The Auditor-Treasurer reported that the October 15<sup>th</sup>, 2018 real estate tax due date is fast approaching and provided current statistics on Absentee Voting for the upcoming General Election.

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## Commissioner's Report

The Commissioners reported on the meetings that they had attended.

## Coordinator's Report

The Coordinator reported on the meetings attended and tours of the County campuses given.

## Recess

Chairperson Neumann recessed the meeting until October 16<sup>th</sup>, 2018.

AUDITOR WARRANTS VENDOR NAME	AMOUNT
ALEX POWER EQUIPMENT	\$ 22,000.00
ASTECH	\$ 9,618.28
COMPATICO	\$ 2,150.43
LONG PRAIRIE OIL COMPANY	\$ 5,287.64
NILSON'S HARDWARE	\$ 3,949.03
PETERS LAW OFFICE, P.A.	\$ 2,601.00
RJ CONTRACTING & REMODELING LLC	\$ 13,371.87
SOURCEWELL	\$ 195,051.80
STATEMA'S BACKHOE SERVICE LLC	\$ 35,299.36
STEPP MANUFACTURING	\$ 27,134.00
28 PAYMENTS LESST HAN 2000	\$ 11,287.93
AMERICAN HERITAGE BANK	\$ 4,694.00
COUNTRYSIDE RESTAURANT	\$ 7,128.80
FLEET SERVICES/WEX BANK	\$ 6,603.31
GREAT RIVER REGIONAL LIBRARY	\$ 86,101.25
LAMB LABOR SERVICES INC	\$ 20,103.00
LONG PRAIRIE SANITATION INC	\$ 3,191.25
NORTHERN SALT INC.	\$ 5,368.59
Prairie Lakes Municipal Solid Waste Auth	\$ 74,340.00
TRAFFIC MARKING SERVICE INC	\$ 2,169.49
25 PAYMENTS LESS THAN 2000	\$ 7,283.77
AMERICAN HERITAGE BANK	\$ 66,584.64
CARD SERVICES COBORNS	\$ 3,894.51
CARDMEMBER SERVICE	\$ 2,058.28
COMPUTER PROFESSIONALS	\$ 4,961.00
DEPUTY REGISTRAR	\$ 2,107.96
GALLAGHER BENEFIT SERVICES INC	\$ 2,000.00
KREBSBACH/MONICA	\$ 2,590.23
LONG PRAIRIE OIL COMPANY	\$ 3,080.37
MINNESOTA POWER & LIGHT	\$ 16,323.01
MN DEPT OF FINANCE	\$ 8,625.50
MORRISON COUNTY	\$ 18,912.60
NEOGOV	\$ 3,675.00
SHIRLEY'S GAS & GROCERIES	\$ 2,531.21
SOURCEWELL	\$ 196,551.55
TODD CO PUBLIC WORKS	\$ 2,754.02

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TRI CITY PAVING INC	\$ 1,777,840.12
WONDERLICH/SCOTT A	\$ 7,069.00
37 PAYMENTS LESS THAN 2000	\$ 12,605.51
AMERICAN HERITAGE	\$ 9,887.23
METRO SALES INC	\$ 2,150.13
OLSON/ROSE	\$ 4,604.00
RAMPS AND MORE	\$ 2,116.27
REGENTS OF THE UNIV OF MN	\$ 3,900.36
STAPLES ADVANTAGE	\$ 2,380.80
STEP	\$ 4,363.08
STREAMWORKS	\$ 5,500.00
VOYANT COMMUNICATIONS, LLC	\$ 3,627.08
25 PAYMENTS LESS THAN 2000	\$ 9,391.13
1 PAYMENTS LESS THAN 2000	\$ 802.65
<b>Total:</b>	<b>\$ 2,727,622.04</b>

## COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
ACCURATE CONTROL, INC	\$ 2,773.60
ACE HARDWARE	\$ 2,103.67
BIG STONE THERAPIES, INC.	\$ 2,313.34
CONTECH ENGINEERED SOLUTIONS, LLC	\$ 19,876.60
DAKOTA WHOLESALE TIRE	\$ 2,422.56
EPIPHANY COMMUNITY SERVICES	\$ 2,125.00
FRESHWATER EDUCATION DIST	\$ 2,024.23
JMD MANUFACTURING, INC	\$ 2,321.12
MELROSE ONE STOP	\$ 4,938.30
MOTOROLA SOLUTIONS CREDIT CO LLC	\$ 57,330.30
STREICHER'S	\$ 2,936.72
TODD SOIL & WATER CONS DIST	\$ 89,688.00
TURNKEY/THREE SQUARE MARKET	\$ 2,731.14
63 PAYMENTS LESS THAN 2000	\$ 19,074.02
<b>Total:</b>	<b>\$ 212,658.60</b>

## HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
DHS - MSOP- MN SEX OFFENDER PROGRAM	\$ 11,563.00
DHS - ST PETER RTC - 472	\$ 19,639.00
DHS - SWIFT	\$ 22,169.39
JOHNSON/DOROTHY	\$ 2,013.26
SOURCEWELL	\$ 9,561.24
US POSTAL SERVICE	\$ 5,443.00
63 PAYMENTS LESS THAN 2000	\$ 15,009.08
<b>Total:</b>	<b>\$ 85,397.97</b>

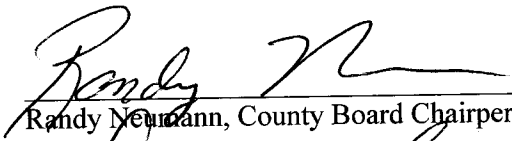
VENDOR NAME	AMOUNT
CARLSON/BARBARA J	\$ 3,000.00
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$ 2,665.15

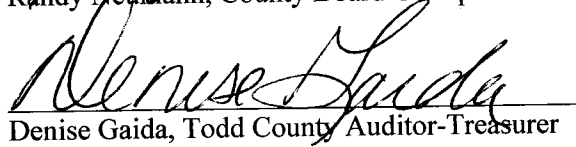
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NORTH HOMES CHILDREN & FAMILY SRVS	\$	2,768.80
NORTHERN PINES MENTAL HLTH CTR INC	\$	2,030.00
PRODUCTIVE ALTERNATIVES INC - FERGUS	\$	2,020.23
REVERENCE FOR LIFE AND CONCERN	\$	2,512.00
PAYMENTS LESS THAN 2000	\$	10,103.45
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Total:	\$	25,099.63

On a motion by Kircher and second by Erickson, the preceding minutes of the County Board meeting held October 2<sup>nd</sup>, 2018 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on October 16<sup>th</sup>, 2018.

Witness my hand and seal:

  
Randy Neumann, County Board Chairperson

  
Denise Gaida, Todd County Auditor-Treasurer