

# TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
November 20, 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 20<sup>th</sup> day of November, 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 Erickson 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 Becker and second by Kneisl, the following motions were introduced and adopted by unanimous vote:

To approve the Commissioner's Meeting Minutes for November 5<sup>th</sup>, 2018 as presented.

To approve the Human Resources Report for Personnel Actions dated November 20<sup>th</sup>, 2018 as on file.

## Auditor-Treasurer

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants (ACH) 400042 through 400053 in the amount of \$6,833.37 and (Regular) 50324 through 50441 in the amount of \$200,569.41 for a total of \$207,402.78.

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Health & Human Services Warrants number 514494 through 514567 in the amount of \$136,391.32 and warrants number 703793 through 703905 in the amount of \$52,749.96.

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

### **CD4 REVISION TO COUNTY DITCH MAINTENANCE ASSESSMENT FOR TAXES PAYABLE 2019**

**WHEREAS**, the Auditor-Treasurer's office along with the County Ditch Inspector have been proactively working on improving the cash flow balances within Fund-40 County Ditches on a yearly basis to maintain positive cash flow, and;

**WHEREAS**, per County Board suggestion, recommendations for the July 2017 through June 2018 assessment cycle were discussed at the County Board Worksession on August 21, 2018, and;

**WHEREAS**, Minnesota Statute allows for the Ditch Authority to approve maintenance fund assessments on a yearly basis without incurring the expense of a public hearing, and;

**WHEREAS**, it is the goal of the County Board to transition from the past practice of *collecting after spending* to maintaining a *revolving collection* comparative to expense trends and to keep assessments occurring as close to real time as possible for the potential property owners affected, and;

**WHEREAS**, the Todd County Board of Commissioners approved a \$5,000 assessment to County Ditch 4 parcels on September 4, 2018 by resolution #20180904-06 due to expenses anticipated from a Minor Maintenance Project approved on June 19, 2018, and;

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**WHEREAS**, the CD4 Minor Maintenance Project did not encompass the entire 500ft estimated for the culvert drainage goal to be achieved, therefore, the collection of the entire \$5,000 assessment to CD4 is unnecessary at this time.

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners in their capacity as the Todd County Ditch Authority hereby approves the County Ditch 4 Revision to be hereby stated as \$1,000 to Maintenance Fund/Ditch Assessments for the 2019 Tax Payable Year.

On motion by Kneisl and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the purchase of the County Car Fleet Unit #7 Replacement for \$22,686.00 being a 2018 Dodge Grand Caravan from Nyhus Chevrolet, Staples, MN.

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To renew the Hands of Hope Resource Center Lease Agreement for January 1, 2019 through December 31, 2019.

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous vote: To acknowledge and accept the \$4,000 donation from the Long Prairie Hockey Association to assist in the payment of the mold remediation expenses of the locker room space at the Expo Building.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the \$30,845.74 prepayment of the Street Improvement Special Assessment on parcel 36-4002900 commonly known as the Todd County Fairgrounds to the City of Long Prairie.

## Todd County Ag Society

Delvin Durheim, 2018 Todd County Ag Society President, presented a summary of the 2018 activities of the Todd County Ag Society for the County Board's review.

## Commissioners

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To authorize Commissioner Neumann, Commissioner Kneisl, and Coordinator Stainbrook to consult the Legal Counsel services of Iverson Reuvers (Paul Reuvers) regarding the proposal of a buggy lighting ordinance.

## Public Works

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

### **Final Payment Authorization – 2018 Gravel Surfacing Contract**

**WHEREAS**, the contract with Braaten Aggregate, Inc. for the 2018 Gravel Surfacing Contract known as CP 18:80 located on County Road 80 in Eagle Valley Township, has in all things been completed, and;

**WHEREAS**, construction work on this contract was scheduled and completed in 2018 with the value of the total work certified being \$62,439.68, and;

**WHEREAS**, partial payments amounting to \$59,317.70, have been previously been made to the contractor as work progressed, and;

**WHEREAS**, it has been determined that \$3,121.98 still remains to be paid to Braaten Aggregate, Inc.

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**NOW, THEREFORE BE IT RESOLVED**, that the Board of Commissioners does here accept said completed project for and in behalf of the County of Todd and authorize final payment as specified.

## Planning and Zoning

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

### **Final Plat Approval – “Summer Shores” Subdivision**

**WHEREAS**, Applicant KJ Land Company LLC - Jeremy Donabauer applied to subdivide a property that is described as Part of Government Lot 1 of Section 34 AND Part of SE4 of Section 27 ALL in Leslie Township with the plat to be known as Summer Shores.

**WHEREAS**, Summer Shores consists of six residential lots, Lot 1 52,200± sq. ft., Lot 2 51,900± sq. ft., Lot 3 51,500 ± sq. ft., Lot 4 51,500 ± sq. ft., Lot 5 52,300± sq. ft., Lot 6 52,800± sq. ft. located in the Shoreland (GD) zoning district of Gordon Township,

**WHEREAS**, On October 4, 2018 the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance: SECT-27 TWP-129 RANG-35

THAT PART OF SE4 OF SEC 27 LOCATED WITHIN THE FOLLOWING: BEG AT N QUARTER CORNER OF SEC 34, S 522 FT MORE OR LESS TO SHORELINE OF LAKE OSAKIS, NE'LY ALONG SHORELINE 606 FT MORE OR LESS TO E LINE OF W 600.00 FT OF GOVT LOT 1, N 608 FT MORE OR LESS TO CENTERLINE OF C.S.A.H NO 10, SW ALONG CENTERLINE 605.49 FT, S 79.57 FT TO POINT OF BEG 5.70 ACRES

**AND**

SECT-34 TWP-129 RANG-35

THAT PART OF GOVT LOT 1 OF SEC 34 LOCATED WITHIN THE FOLLOWING: BEG AT N QUARTER CORNER OF SEC 34, S 522 FT MORE OR LESS TO SHORELINE OF LAKE OSAKIS, NE'LY ALONG SHORELINE 606 FT MORE OR LESS TO E LINE OF W 600.00 FT OF GOVT LOT 1, N 608 FT MORE OR LESS TO CENTERLINE OF C.S.A.H NO. 10, SW ALONG CENTERLINE 605.49 FT, S 79.57 FT TO POINT OF BEG 12.25 ACRES

**WHEREAS**, On October 9, 2018 the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Summer Shores 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 “Summer Shores” subdivision be approved as presented.

## Soil & Water Conservation District

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve hiring Deja Anton as Todd SWCD District Manager position starting November 26<sup>th</sup>, 2018.

## Solid Waste

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To purchase the payloader from Ziegler for \$152,790 and to decline the \$2,000 trade-in option provided.

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## Health & Human Services

Motion to table Region V+ Adult Mental Health Initiative Interlocal Cooperative Agreement was made by Becker and after additional discussion with County Board and HHS Director, the motion to table was raised.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by majority vote with Neumann against: To approve the Region V+ Adult Mental Health Initiative Interlocal Cooperative Agreement with the condition that a County Commissioner is appointed as a liaison to attend the regular meetings.

## Auditor-Treasurer's Report

The Auditor-Treasurer reported on the meetings attended and current activities in the office including the November 6, 2018 General Election statistics, upcoming Bruce Township Supervisor A Recount and upcoming meeting notice reminders.

## Commissioner's Report

The Commissioners reported on the meetings that they had attended.

## Coordinator's Report

The Coordinator reported on the meetings attended and project statuses.

## Adjourn

On motion by Kneisl and second by Erickson the meeting was adjourned for the month of November 2018.

COMMISSIONER WARRANTS VENDOR NAME	AMOUNT
CARGILL SALT DIVISION	\$ 18,889.01
CENTRAL APPLICATORS INC	\$ 17,257.82
CENTRAL APPLICATORS INC	\$ 2,050.40
CITY OF EAGLE BEND	\$ 18,204.71
HERDERING INC	\$ 2,835.00
RELIANCE TELEPHONE INC	\$ 2,000.00
SEACHANGE PRINT INNOVATIONS	\$ 11,137.62
STAPLES WORLD	\$ 9,297.95
TODD SOIL & WATER CONS DIST	\$ 70,489.00
TURNKEY/THREE SQUARE MARKET	\$ 2,066.65
WADENA ASPHALT CO	\$ 2,490.00
WIDSETH SMITH NOLTING INC	\$ 3,921.58
ZINS/LINDA	\$ 2,134.69
117 PAYMENTS LESS THAN 2000	\$ 44,628.35
Total:	\$ 207,402.78

HEALTH & HUMAN SERVICES WARRANTS VENDOR NAME	AMOUNT
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RURAL MN CEP INC	\$	13,584.74
112 PAYMENTS LESS THAN 2000	\$	39,165.22
Total:	\$	52,749.96

VENDOR NAME		AMOUNT
#14524	\$	2,543.86
#14813	\$	5,704.20
#15336	\$	2,930.74
EVERGREEN YOUTH & FAMILY SERVICES	\$	2,800.00
HOLISTIC FAMILY EDUCATION SRVS	\$	5,003.18
J & J HOLMES INC	\$	2,990.55
KINDRED FAMILY FOCUS	\$	7,787.20
#15511	\$	6,940.59
LITTLE SAND GROUP HOME	\$	6,942.45
#10746	\$	2,437.84
NORTHERN PINES MENTAL HLTH CTR IN	\$	6,248.50
#13849	\$	4,650.00
#15571	\$	2,959.98
#15286	\$	4,047.05
#15615	\$	2,930.71
STEP	\$	7,475.82
VALLEY LAKE BOYS HOME INC	\$	5,270.00
VILLAGE RANCH INC	\$	12,995.51
WEST CENTRAL REG JUVENILE CTR	\$	3,479.17
PAYMENTS LESS THAN 2000	\$	40,253.94
Total:	\$	136,391.29

On a motion by Becker and second by Kneisl, the preceding minutes of the County Board meeting held November 20, 2018 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on December 5, 2018.

Witness my hand and seal:

  
 Randy Neumann, County Board Chairperson

  
 Denise Gaida, Todd County Auditor-Treasurer