

# TODD COUNTY BOARD OF COMMISSIONERS

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
December 5, 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 5<sup>th</sup> day of December, 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 Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote. To remove item 10.2 Behavioral Health Supervisor.

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous vote. To approve the amended agenda as presented.

## **Consent Agenda**

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner's Meeting Minutes for November 20<sup>th</sup>, 2018 as presented with a correction to Commissioner Becker tabling of a motion and then lifting the motion to table.

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Human Resources Report for Personnel Actions dated December 5<sup>th</sup>, 2018 as on file with recommendation to review the exit interview policy.

## **Auditor-Treasurer**

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the November 2018 Auditor Warrants (ACH) 900121 thru 900166 in the amount of \$871,251.46 (Manual) 505 thru 505 in the amount of \$791.15 and (Regular) 232765 through 232936 in the amount of \$1,133,941.29 for a total of \$2,005,983.90.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants (ACH) 400054 through 400064 in the amount of \$167,593.10 and (Regular) 50442 through 50501 in the amount of \$239,950.12 for a total of \$407,543.22.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Health & Human Services Warrants number 514568 through 514589 in the amount of \$16,317.05 and warrants number 703906 through 703979 in the amount of \$90,205.74.

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To set the County Fee Schedule Public Hearing for December 27, 2018 to begin at 9:15 a.m. in the County Commissioners Board Room and instruct all appropriate legal notices be generated and published accordingly.

# TODD COUNTY BOARD OF COMMISSIONERS

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To reschedule the January 1<sup>st</sup>, 2019 Todd County Commissioners Board Meeting to the date of January 2, 2019.

## Public Works

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the purchase of one Challenger MT515E Tractor and one Diamond Mower from Ziegler Equipment for \$141,250.00.

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

### **2019 Master Bridge Priority Replacement List**

**WHEREAS**, Todd County has determined that the attached list of bridge on County State Aid Highways, County Roads, Township Roads, and Municipal Streets are either listed as structurally deficient or are a high priority for removal and replacement within the immediate future, and;

**WHEREAS**, local roads play an essential role in the overall state transportation network and local bridges are a critical component of the local road system, and;

**WHEREAS**, State support for the replacement of bridges continues to be crucial to maintaining the integrity of the local road system and is necessary funding source for the County, Townships, and Municipalities to proceed with replacements of the bridges on the attached list, and;

**WHEREAS**, Todd County intends to proceed with the replacement of these bridges as soon as either State Transportation Bond Funds or State Townbridge Funds become available.

**NOW, THEREFORE BE IT RESOLVED**, that Todd County commits that it will proceed with the replacement of these listed bridges immediately after being notified of the availability of State Transportation Bond Funds or State Townbridge Funds.

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

### **2023 AREA TRANSPORTATION IMPROVEMENT PLAN TODD COUNTY PROJECT NOMINATION – CSAH 2**

**WHEREAS**, the Central Minnesota Area Transportation Partnership (ATP) annually solicits projects for State Transportation Improvement Program (STIP) funding which provides for improvements to the transportation systems, with money requests being project specific, and;

**WHEREAS**, project nominations must meet eligibility guidelines and qualifying criteria as established by the Central Area Transportation Partnership, and;

**WHEREAS**, the Todd County Public Works Department recommends that the following project be submitted and nominated for inclusion in the 2023 Area Transportation Improvement Plan, which is a prioritized list of transportation projects that the Central Minnesota Partnership recommends for inclusion in the State Transportation Improvement Plan (STIP),

County State Aid Highway 2 – from Trunk Highway 28 to Morrison County Line

*SP 077-602-01X: Bituminous Mill and Overlay Project with Aggregate Shouldering*

, and;

**WHEREAS**, this project is currently listed on the Todd County Public Works Department Proposed Five Year Construction Plan.

# TODD COUNTY BOARD OF COMMISSIONERS

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners does hereby support the recommendation of the Public Works Department for submittal and nomination of the above noted project and requests said project be included in the State Fiscal Year 2023 Area Transportation Improvement Plan.

## Ditch/Ag Inspector

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Ditch/Ag Department vehicle purchase of a 2008 Ford F150 XLT 4WD Truck from John Wiese Ford of Sauk Centre at the quoted price of \$12,000.00.

## MIS

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the purchase of a server through Dell in the amount of \$6,327.76, utilizing funding sources listed.

## Solid Waste

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To set the Solid Waste Public Hearing for the 2019 Proposed Tipping, Parcel, and General Operating Fees for December 27<sup>th</sup>, 2018 at 9:30 a.m. in the County Commissioners Board Room and instruct all appropriate legal notices be generated and published accordingly.

## Health & Human Services

The County Board was provided a State of Minnesota Proclamation – County, City, Tribal, and State Health and Human Services Worker Day.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by majority vote with Neumann against: To approve the 2019 Alliance for Innovation Annual Conference, Out of State Travel April 10-12, 2019.

## Administration

On motion by Becker and second by Erickson, the following resolution was adopted by majority vote with Kircher and Kneisl against:

### **2019 COUNTY ATTORNEY SALARY**

**WHEREAS**, the Todd County Board of Commissioners are responsible for setting the compensation of county employees, elected officials, appointed officials and board members, and;

**WHEREAS**, the Todd County Board of Commissioners have considered the duties and responsibilities of each individual position; and

**WHEREAS**, the Todd County Board of Commissioners have considered the salaries of elected officials in other comparable counties; and

**WHEREAS**, the County Attorney is not on the County Comp worth Springsted pay scale; and

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve setting the County Attorney salary with an increase of 5.14% at \$111,000.00 for 2019.

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

### **2019 COUNTY AUDITOR TREASURER SALARY**

# TODD COUNTY BOARD OF COMMISSIONERS

**WHEREAS**, the Todd County Board of Commissioners are responsible for setting the compensation of county employees, elected officials, appointed officials and board members, and;

**WHEREAS**, the Todd County Board of Commissioners have considered the duties and responsibilities of each individual position; and

**WHEREAS**, the Todd County Board of Commissioners have considered the salaries of elected officials in other comparable counties; and

**WHEREAS**, the County Auditor/Treasurer is not on the County Comp worth Springsted pay scale; and  
**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve setting the County Auditor Treasurer salary with an increase of 3% at \$83,404.25 for 2019.

On motion by Erickson and second by Becker, the following resolution was introduced and adopted by majority vote with Kircher against:

## **2019 COUNTY COMMISSIONER SALARY**

**WHEREAS**, the Todd County Board of Commissioners are responsible for setting the compensation of county employees, elected officials, appointed officials and board members, and;

**WHEREAS**, the Todd County Board of Commissioners have considered the duties and responsibilities of each individual position; and

**WHEREAS**, the Todd County Board of Commissioners have considered the salaries of elected officials in other comparable counties; and

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve setting the County Commissioners salary at \$30,008.00 plus \$1,800 supplemental pay for Board Chair and \$1,200 supplemental pay for the Board Vice-Chair in 2019.

On motion by Erickson and second by Kircher, the following resolution was introduced and adopted by majority vote with Neumann and Becker against:

## **2019 COUNTY RECORDER SALARY**

**WHEREAS**, the Todd County Board of Commissioners are responsible for setting the compensation of county employees, elected officials, appointed officials and board members, and;

**WHEREAS**, the Todd County Board of Commissioners have considered the duties and responsibilities of each individual position; and

**WHEREAS**, the Todd County Board of Commissioners have considered the salaries of elected officials in other comparable counties; and

**WHEREAS**, the County Recorder is not on the County Comp worth Springsted pay scale; and  
**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve setting the newly elected County Recorder salary at \$65,000.00 for 2019.

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

## **2019 COUNTY SHERIFF SALARY**

**WHEREAS**, the Todd County Board of Commissioners are responsible for setting the compensation of county employees, elected officials, appointed officials and board members, and;

**WHEREAS**, the Todd County Board of Commissioners have considered the duties and responsibilities of each individual position; and

# TODD COUNTY BOARD OF COMMISSIONERS

**WHEREAS**, the Todd County Board of Commissioners have considered the salaries of elected officials in other comparable counties; and

**WHEREAS**, the County Sheriff is not on the County Comp worth Springsted pay scale; and

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve setting the newly elected County Sheriff salary at \$88,501.00 for 2019.

## Auditor-Treasurer's Report

The Auditor-Treasurer reported on the meetings attended and current activities in the office including the Past due reminder letters mailed, November settlement, and the AMC Conference.

## 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

Chairperson Neumann recessed the meeting until December 18<sup>th</sup>, 2018.

### AUDITOR WARRANTS

<u>VENDOR NAME</u>	<u>AMOUNT</u>
AMERICAN HERITAGE BANK	\$ 3,563.00
LAMB LABOR SERVICES INC	\$ 5,330.00
TODD CO AGRICULTURAL SOC.	\$ 6,220.50
WEST CENTRAL TECH SERVICE AREA	\$ 4,000.00
16 PAYMENTS LESS THAN 2000	\$ 8,879.43
AMERICAN HERITAGE BANK	\$ 53,455.13
ANOKA CO GOVERNMENT CENTER	\$ 14,920.50
CARD SERVICES COBORNS	\$ 3,093.21
CARDMEMBER SERVICE	\$ 3,247.64
COUNTRYSIDE RESTAURANT	\$ 5,768.00
FLEET SERVICES/WEX BANK	\$ 6,702.92
HOULE EXCAVATING LLC	\$ 143,026.30
LONG PRAIRIE OIL COMPANY	\$ 2,519.34
LONG PRAIRIE SANITATION INC	\$ 3,329.90
MINNESOTA POWER & LIGHT	\$ 12,908.29
MN DEPT OF FINANCE	\$ 7,004.50
MORRISON COUNTY	\$ 19,096.00
PETERS LAW OFFICE, P.A.	\$ 4,947.00
Prairie Lakes Municipal Solid Waste Auth	\$ 74,340.00
RAMPS AND MORE	\$ 2,116.27
STEP	\$ 4,760.56
TRAFFIC MARKING SERVICE INC	\$ 19,177.53
WONDERLICH/SCOTT A	\$ 6,936.35
64 PAYMENTS LESS THAN 2000	\$ 12,303.81
AMERICAN HERITAGE	\$ 5,288.88
COUNTIES PROVIDING TECHNOLOGY	\$ 4,929.00

# TODD COUNTY BOARD OF COMMISSIONERS

HEALTH PARTNERS DENTAL	\$	6,993.66
METRO SALES INC	\$	2,511.59
SOURCEWELL	\$	195,617.30
STAPLES ADVANTAGE	\$	3,403.15
TODD CO AUD-TREAS	\$	6,371.74
VOYANT COMMUNICATIONS, LLC	\$	3,610.08
27 PAYMENTS LESS THAN 2000	\$	12,817.79
BRAATEN SAND & GRAVEL	\$	3,121.98
CENTERPOINT ENERGY	\$	2,165.92
CITY OF LONG PRAIRIE	\$	30,845.74
NYHUS CHEVROLET BUICK INC	\$	22,686.00
VERIZON	\$	3,465.34
17 PAYMENTS LESS THAN 2000	\$	11,380.12
AMERICAN HERITAGE BANK	\$	39,635.96
CITY OF BERTHA	\$	12,900.06
CITY OF BROWERVILLE	\$	8,050.45
CITY OF CLARISSA	\$	16,881.99
CITY OF EAGLE BEND	\$	18,277.83
CITY OF GREY EAGLE	\$	8,729.41
CITY OF HEWITT	\$	4,933.44
CITY OF LONG PRAIRIE	\$	38,318.19
CITY OF OSAKIS	\$	14,524.13
CITY OF STAPLES	\$	41,850.20
REGION V DEVELOPMT COMMISSION	\$	2,863.10
SAUK RIVER WATER SHED DISTRICT	\$	7,388.54
SCHOOL DISTRICT 213	\$	77,106.35
SCHOOL DISTRICT 2170	\$	47,733.05
SCHOOL DISTRICT 2753	\$	177,474.70
SCHOOL DISTRICT 486	\$	29,855.82
SCHOOL DISTRICT 740	\$	4,477.71
SCHOOL DISTRICT 743	\$	58,656.20
SCHOOL DISTRICT 786	\$	67,343.17
SCHOOL DISTRICT 786-DEBT DIST 86	\$	11,662.76
SCHOOL DISTRICT 787	\$	82,389.10
SCHOOL DISTRICT 787- DEBT DIST 87	\$	16,678.87
SCHOOL DISTRICT 818	\$	5,559.18
TOWN OF BARTLETT	\$	9,422.50
TOWN OF BERTHA	\$	12,562.01
TOWN OF BIRCHDALE	\$	14,200.99
TOWN OF BRUCE	\$	14,657.36
TOWN OF BURLEENE	\$	14,172.92
TOWN OF BURNHAMVILLE	\$	16,886.12
TOWN OF EAGLE VALLEY	\$	17,233.41
TOWN OF FAWN LAKE	\$	7,622.68
TOWN OF GERMANIA	\$	12,229.08
TOWN OF GORDON	\$	33,295.62
TOWN OF GREY EAGLE	\$	14,893.23

# TODD COUNTY BOARD OF COMMISSIONERS

TOWN OF HARTFORD	\$	30,203.20
TOWN OF IONA	\$	20,889.37
TOWN OF KANDOTA	\$	8,808.25
TOWN OF LESLIE	\$	17,540.33
TOWN OF LITTLE ELK	\$	8,164.06
TOWN OF LITTLE SAUK	\$	20,991.07
TOWN OF LONG PRAIRIE	\$	16,069.16
TOWN OF MORAN	\$	12,799.00
TOWN OF REYNOLDS	\$	15,856.21
TOWN OF ROUND PRAIRIE	\$	38,463.02
TOWN OF STAPLES	\$	13,420.62
TOWN OF STOWE PRAIRIE	\$	16,334.39
TOWN OF TURTLE CREEK	\$	7,172.71
TOWN OF VILLARD	\$	15,011.51
TOWN OF WARD	\$	20,910.80
TOWN OF WEST UNION	\$	16,002.17
TOWN OF WYKEHAM	\$	18,514.90
8 PAYMENTS LESS THAN 2000	\$	4,721.38
1 PAYMENTS LESS THAN 2000	\$	791.15
Total:		\$ 2,005,983.90

## COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT	
BIG STONE THERAPIES, INC.	\$ 4,946.03	
CARGILL SALT DIVISION	\$ 44,940.93	
EMERGENCY AUTOMOTIVE TECH	\$ 3,349.89	
FORD OF HIBBING	\$ 87,652.35	
H & L MESABI	\$ 3,498.88	
KRIS ENGINEERING	\$ 33,332.50	
MORRISON CO PUBLIC HEALTH SERV	\$ 2,342.47	
NORTHERN STAR COOP	\$ 2,056.66	
SHI CORP	\$ 2,632.50	
TRIMIN SYSTEMS INC	\$ 13,188.00	
ZIEGLER INC	\$ 163,688.00	
ZUERCHER TECHNOLOGIES LLC	\$ 23,184.00	
59 PAYMENTS LESS THAN 2000	\$ 22,731.01	
Total:		\$ 407,543.22

## HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT	
DHS - MSOP- MN SEX OFFENDER PROGRAM	\$ 5,781.50	
DHS - ST PETER RTC - 472	\$ 9,036.50	
DHS - SWIFT	\$ 21,055.87	
FRESHWATER EDUCATION DISTRICT 6004	\$ 16,392.00	
INFORMATION SYSTEM CORP	\$ 22,296.00	
69 PAYMENTS LESS THAN 2000	\$ 15,643.87	
Total:		\$ 90,205.74

# TODD COUNTY BOARD OF COMMISSIONERS

VENDOR NAME	AMOUNT
CARLSON/BARBARA	\$ 3,200.00
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$ 4,848.35
PRODUCTIVE ALTERNATIVES INC - FERGUS FALLS	\$ 2,021.55
PAYMENTS LESS THAN 2000	\$ 6,247.15
Total:	\$ 16,317.05

On a motion by Erickson and second by Kneisl, the preceding minutes of the County Board meeting held December 5, 2018 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on December 18, 2018.

Witness my hand and seal:

  
Randy Neumann, County Board Chairperson

  
Denise Gaida, Todd County Auditor-Treasurer