



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
May 7th, 2019*

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 7th day of May, 2019 at 9:00 AM. The meeting was called to order by Chairperson Kneisl. The meeting was opened with the Pledge of Allegiance. All Commissioners were present except Commissioner Becker.

Approval of Agenda

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the agenda with the removal of item 4.3 Hire a Part-time Jailor (JH) and addition of 5.8 Adopt Resolution In Support of Legislative Change Regarding Election Equipment.

Consent Agenda

On motion by Kircher and second by Neumann, the following motions and resolution were introduced and adopted by unanimous vote:

To approve the Commissioner's Meeting Minutes for April 16th, 2019 as presented.

GAMBLING PERMIT – HOLY FAMILY SCHOOL

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Holy Family School through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Holy Family School to hold a raffle event at the Diamond Point Steakhouse & Lounge in Birchdale Township at the address 12818 Bayview Drive, Sauk Centre, MN on August 9th, 2019.

To approve the hire of Josh Crider as a part-time jailor effective May 7th, 2019 at a Grade 6, Step 1.

Auditor-Treasurer

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous rollcall vote: To approve the April 2019 Auditor Warrants number (ACH) 900299 through 900319 in the amount of \$286,363.99, (Manual) 509 thru 509 in the amount of \$792.35 and (Regular) 233494 through 233625 in the amount of \$388,090.30 for a total of \$675,246.64.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 400204 through 400223 in the amount of \$9,862.37 and (Regular) 51369 through 51484 in the amount of \$78,044.28 for a total of \$87,906.65.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Warrants number 515031 through 515058 in the amount of \$70,952.28 and warrants number 704895 through 704967 in the amount of \$83,393.96.

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

2019 MEMORIAL DAY APPROPRIATIONS

WHEREAS, Todd County has budgeted for 2019 an appropriation to support the expenses for conducting Memorial Day Services by organizations within Todd County;



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NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the 2019 payment of \$10 to the Evergreen Cemetery Association of Long Prairie for the care of County lots in said Evergreen Cemetery, and;

BE IT FURTHER RESOLVED, to approve the payment of \$50 to each regular organization of Veterans of Foreign Wars, American Legion Posts and Auxiliaries in Todd County to support the payment of expenses in connection with the proper observance of Memorial Day Services conducted within Todd County and the amount to be paid by warrant to each organization provided that in cases where any of the above mentioned do not have an organization, the amount will be paid to the organization conducting the Memorial Day Service.

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

2019 SENIOR CITIZEN CENTER APPROPRIATIONS

WHEREAS, Todd County has budgeted for 2019 an appropriation of \$200 per Senior Citizen Center in Todd County;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the 2019 payment of \$200 for each Senior Citizen Center located in Todd County.

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

**TO DESIGNATE THE WEEK OF MAY 19 – 25, 2019
AS EMERGENCY MEDICAL SERVICES (EMS) WEEK**

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners in recognition of this event do hereby proclaim the week of May 19 – 25, 2019 as

EMERGENCY MEDICAL SERVICES WEEK

With the theme, *EMS Strong: Beyond the Call* and encourage the community to observe this week with appropriate programs, ceremonies and activities.

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

**TRANSFER OF FUNDS FROM THE GENERAL FUND TO THE TODD WADENA
COMMUNITY CORRECTIONS FUND FOR THE 2019 ALLOCATION**



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WHEREAS, The 2019 Budget for Todd County's support to Todd Wadena Community Corrections has been approved at \$426,976.00; and

WHEREAS, a letter was received from the Todd Wadena Community Corrections requesting for the allocation of funds from the General Fund to be provided;

NOW, THEREFORE BE IT RESOLVED, that The Todd County Board of Commissioners hereby approve the transfer of funds in the amount of \$426,976.00 from Fund 01-General Revenue to Fund 75-Todd Wadena Community Corrections.

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

RESOLUTION IN SUPPORT OF LEGISLATIVE CHANGE REGARDING ELECTION EQUIPMENT

WHEREAS, Very important election law changes are being considered by the Minnesota Legislature that are needed for the efficiency and integrity of the elections process which are outlined in the Minnesota Association of County Officers' (MACO) 2019 Legislative Platform, that cover such areas as cyber security and updating election administration processes and technology; and,

WHEREAS, all Minnesota counties, including Todd County, have a unique and critical role in the local, state, and federal election process; and,

WHEREAS, this role includes the responsibility for ballot layout and printing as well as the purchase and maintenance of election supplies and equipment, including modern and easily accessible voting equipment and technology; and,

WHEREAS, the Minnesota House of Representatives omnibus Government Operations and Elections Policy Committee bill (HF 1935) includes the assistive voting technology upgrades and related ballot printing options of HF 1098, and,

WHEREAS, the Minnesota Senate omnibus State Government and Veterans Finance bill (SF 2227) does NOT include these important provisions, and,

WHEREAS, including the specific provisions of HF 1098 (SF 1566) in the State Government Conference Committee Report will allow Todd County along with its municipalities, and many other Minnesota counties, the ability to utilize new technology that will make our voting process more secure, more efficient and more effective for voters, including the disability community and administrators; and,

WHEREAS, this language provides for more options in assistive voting equipment which will enhance vendor competition thereby benefitting taxpayers by reducing costs; and,

WHEREAS, Organizations representing Minnesota citizens with disabilities recognize the value of this legislation and support its adoption; and,

WHEREAS, Without legislative action Todd County along with its municipalities, and many other Minnesota counties, will not have the option of replacing outdated assistive voting equipment and updating ballot marking and printing equipment with new and more efficient and secure technology compatible with their invested election infrastructure.

NOW THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners supports provisions of Minnesota House of Representatives House File 1098 (SF 1566) to accomplish the objectives stated above,

BE IT FURTHER RESOLVED, that the Todd County Board of Commissioners respectfully requests the leadership and strong support of our Todd County legislative delegation members in the House and the Senate to secure adoption and final passage of these vital and cost effective provisions in the State Government omnibus Conference Committee Report during the 2019 Legislative Session.



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County Ditch/Ag Inspector

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To acknowledge receipt of a Hold Harmless Agreement petition from Tim Leach to clean ditch and to replace a private crossing on County Ditch 20 on parcel 19-0001400, Moran Twp section 2.

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

Hold Harmless Agreement - Private Crossing – County Ditch 32

WHEREAS, Black River Farms LLC is requesting to install a new crossing on parcel 24-0017600 located on CD32. A Hold Harmless Agreement has been signed and submitted to the Ditch Authority, and;

WHEREAS, an onsite inspection has been done; a Wetland Application has been submitted to the TEP, and;

WHEREAS, the crossing will be a minimum of a 36” culvert that will be 20’ long. The culvert will be placed at original ditch bottom elevation.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Ditch Authority gives permission to Black River Farms LLC to install a new culvert crossing into CD32, on their own property, at their own expense.

PACE/Todd County Development Corporation

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the joint powers agreement with the Port Authority of St. Paul Property Assessed Clean Energy Program.

Commissioner Becker joined the meeting at 9:25 a.m.

Health & Human Services

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by majority vote with Neumann against: To approve the request to hire one social worker for the Comprehensive Re-entry program.

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve notification to the Minnesota Department of Commerce, Todd County’s intent to administer and deliver the Energy Assistance Program for FFY 2020.

Administration

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To appoint Loren Fellbaum as the Todd County Engineer for the period of May 7th, 2019 until April 30th, 2023.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the job description for the Soil and Water, Planning and Zoning Division Director position.

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To sign the letter of partnership with the Census Bureau.



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

A resolution creating a Complete Count Committee for the 2020 Census in Todd County.

WHEREAS, April 1, 2020 is Census Day for the United States of America pursuant to Article 1, Section 2 of the U.S. Constitution; and

WHEREAS, an accurate census is essential for the allocation of representatives with the legislative bodies of the U.S. House of Representatives, the Minnesota State Legislature and within Todd County; and

WHEREAS, Correct appointment of Federal dollars for health, education, transportation, child and elder care, emergency preparation and response, public and social support programs of all kinds depend on complete and accurate age, population and other ethnic and demographic information gathered every ten years; and

WHEREAS, accurate census information is critical to planning for future growth, development and social needs of Todd County.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners desire to create the Census 2020 Complete County Committee for the purpose of planning and conducting local initiatives and promotional activities to increase community participation in the 2020 Census.

The Census 2020 Complete County Committee Guidelines are as follows:

Section 1. Census 2020 Complete County Committee. There is hereby created the Todd County Census 2020 Complete County Committee, hereinafter referred to as the "Complete County Committee" which shall consist of up to seven (7) members. The complete Count Committee shall be appointed by the County Coordinator, led by the County Census Liaison, and shall try to include representation from each of the following community groups: Business, Religious Groups, Education, Community Organizations, Media, and Minority Groups.

Section 2. Term of Service. The committee chairperson and committee members shall be appointed to serve for a term to continue through June 2020. For cause stated in writing, the County Coordinator may remove a member of the Complete County Committee.

Section 3. Duties and Powers. The Complete County Committee shall be a working committee charged with the responsibility of planning and conducting local educational initiatives, as well as publicity and promotional activities to increase community participation in the Census. Activities may include, but are not limited to the following:

- Handle the creation, printing and distribution of posters, flyers, handouts, and printed material for use by the media and others.
- Prepare materials for public service announcements on radio and television.
- Speak at public forums and meetings, fraternal organizations, business organizations and schools for the purpose of promoting and informing people of the census.
- Create census messages in utility bills, grocery bags, monthly billing statements and payroll checks.

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve Lilah Gripne as the Todd County Liaison to the Census Bureau.

Auditor-Treasurer's Report

The Auditor-Treasurer Office reported on projects in progress including the finance committee preparations, a conference call with Senator Gazelka regarding election legislation and the upcoming Staples Motley School District special election on May 14, 2019.



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Commissioner's Report

The Commissioners reported on meetings attended.

Coordinator's Report

The Coordinator reported on meetings attended and projects in-progress.

Recess

Chairperson Kneisl recessed the meeting until May 21, 2019.

AUDITOR WARRANTS

<u>VENDOR NAME</u>	<u>AMOUNT</u>
CLIFTON LARSONALLEN, LLP	\$ 4,500.00
EBSO INC	\$ 215,599.34
LONG PRAIRIE SANITATION INC	\$ 4,434.03
REGENTS OF THE UNIV OF MN	\$ 33,916.62
TODD CO AUD-TREAS	\$ 7,248.78
VERIZON	\$ 3,480.75
28 PAYMENTS LESS THAN 2000	\$ 11,185.62
AMERICAN HERITAGE BANK	\$ 2,136.00
COUNTIES PROVIDING TECHNOLOGY	\$ 6,316.00
COUNTRYSIDE RESTAURANT	\$ 6,507.20
FLEET SERVICES/WEX BANK	\$ 5,334.56
METRO SALES INC	\$ 3,995.00
MORRISON COUNTY	\$ 26,454.75
PETERS LAW OFFICE, P.A.	\$ 7,120.00
Prairie Lakes Municipal Solid Waste Auth	\$ 78,672.00
RANGER CHEVROLET	\$ 29,611.70
SHIRLEY'S GAS & GROCERIES	\$ 2,092.33
STEP	\$ 9,071.94
28 PAYMENTS LESS THAN 2000	\$ 10,998.13
AMERICAN HERITAGE BANK	\$ 33,365.11
CARD SERVICES COBORNS	\$ 2,084.06
HEALTH PARTNERS DENTAL	\$ 4,061.82
MINNESOTA POWER & LIGHT	\$ 14,123.08
MN DEPT OF FINANCE	\$ 6,230.50
STAPLES SPORTS	\$ 27,591.00
31 PAYMENTS LESS THAN 2000	\$ 13,008.05
AMERICAN HERITAGE	\$ 10,715.78
CENTERPOINT ENERGY	\$ 3,202.69
MINNESOTA UI	\$ 2,085.10
STAPLES ADVANTAGE	\$ 3,683.91
TODD TRAILS ASSOCIATION	\$ 35,148.92
TOWN OF LESLIE	\$ 17,540.33
VOYANT COMMUNICATIONS, LLC	\$ 3,586.81
22 PAYMENTS LESS THAN 2000	\$ 11,959.00
1 PAYMENTS LESS THAN 2000	\$ 792.35
HEALTH PARTNERS DENTAL	\$ 4,428.30



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TODD CO AUD-TREAS	\$	7,248.78
VERIZON	\$	3,415.61
11 PAYMENTS LESS THAN 2000	\$	2,300.69
Total:	\$	675,246.64

COMMISSIONER WARRANTS

VENDOR NAME		AMOUNT
ALLSTATE PETERBILT OF ALEXANDRIA	\$	3,345.11
AMERICAN SOLUTIONS FOR BUSINESS	\$	5,746.39
GIZA PLUMBING & HEATING INC	\$	2,277.81
LONG PRAIRIE MACHINERY CO INC	\$	7,403.93
MCCC, MI33	\$	5,626.38
MN DEPT OF TRANSPORTATION	\$	3,366.20
MOTOROLA	\$	9,887.50
NUSS TRUCK & EQUIP	\$	3,587.31
TURNKEY/THREE SQUARE MARKET	\$	4,880.80
127 PAYMENTS LESS THAN 2000	\$	41,785.22
Total:	\$	87,906.65

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME		AMOUNT
DHS - SWIFT	\$	56,591.50
ITEN FUNERAL HOME - BROWERVILLE	\$	3,500.00
PERISH/ALAN	\$	2,020.01
ROY-HETLAND FUNERAL HOME - OSAKIS	\$	4,200.00
69 PAYMENTS LESS THAN 2000	\$	17,082.45
Total:	\$	83,393.96

VENDOR NAME		AMOUNT
CENTRAL MN MENTAL HEALTH CTR	\$	2,450.00
DHS - ANOKA METRO RTC - 412	\$	31,024.00
DHS - MSOP-MN SEX OFFENDER PROG	\$	5,781.50
DHS - ST PETER RTC - 472	\$	9,036.50
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$	5,108.02
MID MINNESOTA DRUG TESTING INC	\$	2,924.00
NORTHERN PINES MENTAL HLTH CTR INC	\$	4,136.90
PAYMENTS LESS THAN 2000	\$	10,491.36
Total:	\$	70,952.28



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On a motion by Kircher and second by Neumann, the preceding minutes of the County Board meeting held May 7, 2019 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on May 21, 2019.

Witness my hand and seal:



Gary Kneisl, County Board Chairperson



Denise Gaida, Todd County Auditor-Treasurer