



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Minutes of the Meeting of the Todd County Board of Commissioners held on August 20th, 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 20th day of August, 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.

Approval of Agenda

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented with the removal of item 12.1 Change to County Coordinator Job Description.

Consent Agenda

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

To approve the Commissioner's Meeting Minutes for August 6th, 2019 as presented.

Auditor-Treasurer

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 400321 through 400338 in the amount of \$13,900.02 and (Regular) 52022 through 52097 in the amount of \$104,244.11 for a total of \$118,144.13.

On motion by E and second by Neumann, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 800028 through 800077 and (Regular) 705550 through 705657 for a total amount of \$106,445.15.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 600015 through 600026 and (Regular) 515320 through 515361 in the amount of \$92,669.80.

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

TRANSFER OF FUNDS FROM COUNTY DITCH FUND TO GENERAL REVENUE FUND
WHEREAS, The County Ditch Authority has approved to have the hours worked by the County Ditch Inspector charged back to that ditch, and;

WHEREAS, the calculations have been made for the County Ditch Inspector's time for the period of July 1, 2018 through June 30, 2019 per attached copy;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve the transfer of \$5,145.00 from the Fund 40-County Ditch Fund to the Fund 01-General Revenue Fund per the attached list.

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

2018 TODD COUNTY LOCAL ELECTION EQUIPMENT PLAN REVISION

WHEREAS, the Federal Government passed the Help America Vote Act (HAVA) to provide for equality and uniformity in the elective process, and;



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WHEREAS, in 2006, Todd County drafted a Local Election Equipment Plan alongside its Cities and Townships which was approved by the Secretary of State's Office and adopted by the Todd County Board of Commissioners, which depicted the relationships and responsibilities between the Cities/Townships and Todd County for the electronic voting equipment and its associated costs and;

WHEREAS, the County Board of Commissioners approved the 2018 Todd County Local Election Equipment Plan after presentations to the Municipalities and County Board which utilized grant dollars provided through the Office of the Secretary of State and provided a three year phase in schedule for equipment purchases, and;

WHEREAS, due to the lack of action regarding the Equipment Choice Bill at the State Legislature, the current plan's equipment purchase scheduled for 2019 would not meet State Certification requirements, and;

WHEREAS, the County Auditor-Treasurer has researched all election equipment options certified in the State of Minnesota and has conveyed a revision recommendation to the County Board at its August 6th, 2019 Worksession and Municipalities on August 8th, 2019, and;

WHEREAS, the County's committed goal is to prepare its election system for future advancements in technology, and;

WHEREAS, in order for any changes in voting equipment technology to be implemented within Todd County, the Local Election Equipment Plan must be updated to reflect the equipment needs being utilized.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby adopt the attached 2018 Local Election Equipment Plan which outlines the implementation and procedures regarding the use of Assistive Voting Devices, Precinct Count Tabulators and Electronic Roster Devices within Todd County Election Precincts and will be effective upon plan adoption.

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the 2018 Elections Budget Carryover per the attached Budget Request Form details in the amount of \$7,000.

Public Works

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

Final Payment Authorization – 2019 Pavement Marking Maintenance Contract

WHEREAS, the contract with AAA Striping Service Co. for the 2019 Pavement Marking Maintenance Contract known as CP 77-19-03 located on various routes in Todd County, has in all things been completed, and;

WHEREAS, construction work on this contract was scheduled and completed in 2019 with the value of the total work certified being \$62,326.09, and;

WHEREAS, partial payments amounting to \$45,896.79 have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that \$16,429.30 still remains to be paid to AAA Striping Service Co.

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.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To set the 2019 Fall Road Meeting for October 31, 2019 at 9:00 AM at the Long Prairie Public Works Shop.

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



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Final Payment Authorization – 2019 HSIP Striping Contract

WHEREAS, the contract with Traffic Marking Service, Inc. for the 2019 HSIP Striping Contract known as SP 077-070-011 located on various routes in Todd County, has in all things been completed, and;

WHEREAS, construction work on this contract was scheduled and completed in 2019 with the value of the total work certified being \$209,753.94, and;

WHEREAS, partial payments amounting to \$164,632.99, have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that \$45,120.95 still remains to be paid to Traffic Marking Service, Inc.

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.

County Commissioners

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the use of the Spanish Long Prairie Leader as a publication media for Todd County communications at County Department discretion excluding County Board minutes.

County Sheriff

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Policing Contract with the City of Bertha.

Central Minnesota Council On Aging

Lori Vrolson, Executive Director from CMCOA provided the board with a report and update of activities for persons served in Todd County.

Health & Human Services

Rick Hest from the Hilltop Regional Kitchen presented the board with an update to their programming and operations for persons served in Todd County and regionally.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the 2020 Hilltop Regional Kitchen donation in the amount of \$6,400 from the HHS fund.

The HHS department has updated its Environmental Health Ordinance to incorporate new state regulations and will be presented for public hearing in September/October 2019 for proposed adoption.

The HHS department has updated its Environmental Health 2020 fee schedule with a proposed 2% and 3% increase provided for review. This will be presented for public hearing amongst the 2020 County Fee Schedule proposal in October 2019.

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the 2020-2022 Sanitarian Services Contract with Morrison County Public Health.

Solid Waste

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Solid Waste Management Level Service Agreement with Otter Tail County.



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Administration

The Commissioners held discussion regarding altering the board schedule for the September 3, 2019 meeting. After discussion, the consensus is that no action was necessary.

Closed Session

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To enter into closed session to discuss pending litigation pursuant to MN Statute 13D.05 subd 3(b) at 10:42 a.m.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To reopen the meeting at 10:54 a.m.

Auditor-Treasurer's Report

The County Auditor-Treasurer reported on meetings attended and projects in progress including finance committee recap and ditch

Commissioner's Report

The Commissioners reported on meetings attended.

Adjourn

On motion by Neumann and second by Becker, the meeting was adjourned for the month of August 2019.

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
CENTRAL APPLICATORS INC	\$ 31,615.86
CLIFTON LARSONALLEN, LLP	\$ 2,000.00
HERDERING INC	\$ 13,514.94
IVERSON REUVERS LLC	\$ 5,917.80
STAPLES WORLD	\$ 3,112.18
SUMMIT COMPANIES	\$ 4,249.50
TODD CO AUDITOR-TREASURER	\$ 2,929.48
WORMS LUMBER & READY-MIX INC	\$ 13,525.00
ZIEGLER INC	\$ 7,496.73
85 PAYMENTS LESS THAN 2000	\$ 33,782.64
Total:	\$ 118,144.13

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
BRENNY FUNERAL CHAPEL - STAPLES (2 BURIALS)	\$ 7,000.00
DHS - SWIFT	\$ 7,175.73
FRESHWATER EDUCATION DISTRICT	\$ 15,136.00
V #15726 - COST EFF HEALTH INS	\$ 2,482.83
RURAL MN CEP	\$ 15,794.77
153 PAYMENTS LESS THAN 2000	\$ 58,855.82
Total:	\$ 106,445.15

VENDOR NAME	AMOUNT
BRAZA HOME INC	\$ 5,579.38



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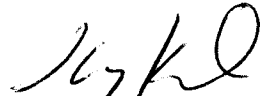
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# 15677	\$	3,283.83
# 11326	\$	2,430.54
HOLISTIC FAMILY EDUCATION SERVICES	\$	7,246.86
LITTLE SAND GROUP HOME	\$	7,431.01
LUTHERAN SOCIAL SERVICE OF MN-ST PAUL	\$	12,865.57
# 15891	\$	3,137.52
NORTHERN PINES MENTAL HLTH CTR INC	\$	4,496.00
# 15286	\$	2,464.61
# 15615	\$	2,989.95
STEP	\$	7,416.85
WEST CENTRAL REG JUVENILE CTR	\$	5,431.00
PAYMENTS LESS THAN 2000	\$	27,896.68
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Total:	\$	92,669.80

On a motion by Becker and second by Erickson, the preceding minutes of the County Board meeting held August 20th, 2019 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on September 3rd, 2019.

Witness my hand and seal:



Gary Kreisl, County Board Chairperson



Denise Gaida, Todd County Auditor-Treasurer