



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
November 19th, 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 19th day of November, 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.

Consent Agenda

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

To approve the Commissioner's Meeting Minutes for November 5th, 2019 as presented.

GAMBLING PERMIT – TODD COUNTY COUNCIL ON AGING

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Todd County Council On Aging through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Todd County Council On Aging to hold a bingo event at the Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Rd, Clarissa, MN on January 26th, 2020.

**GAMBLING PERMIT – MIDWEST OUTDOORS UNLIMITED PRAIRIE PARTNERS
CHAPTER**

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Midwest Outdoors Unlimited Prairie Partners Chapter through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Midwest Outdoors Unlimited Prairie Partners Chapter to hold a raffle event at the Hub Supper Club in Burnhamville Township at the address 30905 County 13, Burtrum, MN on March 7th, 2020.

GAMBLING PERMIT – SAUK VALLEY GOBBLERS

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Sauk Valley Gobblers through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Sauk Valley Gobblers to hold a raffle event at the Diamond Point Steakhouse & Lounge in Birchdale Township at the address 12818 Bayview Dr, Sauk Centre, MN on February 29th, 2020.

Auditor-Treasurer

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 400428 through 400448 in the amount of \$50,603.69 and (Regular) 52519 through 52601 in the amount of \$56,067.26 for a total of \$106,670.95.



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On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 800197 through 800254 and (Regular) 706009 through 706095 for a total amount of \$112,396.52.

On motion by Neumann 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) 600069 through 600080 and (Regular) 515493 through 515532 in the amount of \$80,738.60.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the attached engagement letter with CliftonLarsonAllen LLP to provide auditing services to Todd County as specified for the years ended December 31, 2019, 2020, and 2021.

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

A resolution authorizing entry into a Joint Powers Agreement in the form of a Declaration of Trust establishing an entity known as "**Minnesota Association of Governments Investing for Counties**" and authorizing participation in certain investment programs in connection therewith:

WHEREAS, Minnesota Statutes Section 471.59 (the Joint Powers Act) provides among other things that governmental units, by agreement entered into through action of their governing bodies, may jointly or cooperatively exercise any power common to the contracting parties; and

WHEREAS, the MAGIC Fund was formed in October 1990 pursuant to the Joint Powers Act by the adoption of a joint powers agreement in the form of a Declaration of Trust by a group of Minnesota Counties acting as the Initial Participants thereof; and

WHEREAS, the Declaration of Trust, as amended, has been presented to this board and attached hereto; and

WHEREAS, the Declaration of Trust authorizes municipalities of the State of Minnesota to adopt and enter into the

Declaration of Trust and become Participants of the MAGIC Fund; and

WHEREAS, this board deems it to be advisable for Todd County to adopt and enter into the Declaration of Trust and become a Participant of the MAGIC Fund for the purpose of the joint investment of this county's monies with those of other counties so as to enhance the investment earnings accruing to each; and

WHEREAS, this board deems it to be advisable for Todd County to make use from time to time, in the discretion of the officials of the county identified in Section 2 of the following Resolution, of the Fixed-Rate Investment Program available to Participants of the MAGIC Fund.

NOW, THEREFORE BE IT RESOLVED as follows:

Section 1. Todd County shall join with other counties in accordance with the Joint Powers Act by becoming a Participant of the MAGIC Fund and adopting and entering into the Declaration of Trust, which is adopted by reference herein with the same effect as if it had been set out verbatim in this resolution, and a copy of the Declaration of Trust shall be filed in the minutes of the meeting at which this Resolution was adopted. The Auditor-Treasurer of Todd County is hereby authorized to take such actions and execute any and all such documents as they may deem necessary and appropriate to effectuate the entry of Todd County into the Declaration of Trust and the adoption thereof by Todd County.

Section 2. Todd County is hereby authorized to invest its available monies from time to time and to withdraw such monies from time to time in accordance with the provisions of the Declaration of Trust. The following officers and officials of the county and their respective successors in office each hereby are designated as "Authorized Officials" with full powers and authority to effectuate the investment and withdrawal of monies of this county from time to time in accordance with the Declaration of Trust and pursuant to the Fixed-Rate Investment Service available to Participants of the MAGIC Fund:



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Listed here are the names and titles of the officers and officials who will be authorized to invest and withdraw county monies in and from the MAGIC Fund and pursuant to the Fixed-Rate Investment Service. Denise Gaida, Todd County Auditor-Treasurer Jolene Sabrowsky, Chief Deputy Auditor-Treasurer, and Candace Perish, Deputy Auditor-Treasurer

The Todd County Auditor-Treasurer shall advise the MAGIC Fund of any changes in Authorized Officials.

Section 3. The Trustees of the MAGIC Fund are hereby designated as having official custody of this county's monies, which are invested in accordance with the Declaration of Trust.

Section 4. State banks, national banks, and thrift institutions located either within or without the State of Minnesota which qualify as depositories under Minnesota law and are included on a list approved and maintained for such purpose by the Investment Advisor of the MAGIC Fund are hereby designated as depositories of this county pursuant to Minnesota Statutes Section 118.005 and monies of this county may be deposited therein, from time to time in the discretion of the Authorized Officials, pursuant to the Fixed-Rate Investment Service available to Participants of the MAGIC Fund.

It is hereby certified that the Todd County Board of Commissioners duly adopted this Resolution at a duly convened meeting of the board held on the 19th day of November, 2019, and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

Facilities

On motion by Kircher and second by Neuman, the following motion was introduced and adopted by unanimous vote: To approve the budgeted request to move on purchasing a new condenser and coil with rotation of indoor coils at the price of \$42,385.00 from Johnson Controls.

Ditch/Ag Inspector

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the CAI pursuing the Noxious Weed and Invasive Plant Grant for 2020 by submitting an application.

Public Works

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

2020 Master Bridge Priority Replacement List

WHEREAS, Todd County has determined that the attached list of bridges 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 a 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 Transportation Bond Funds or State Townbridge Funds become available.

WHEREFORE 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.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the attached state bid purchase agreements for new equipment and authorize purchase of a used tractor backhoe up to the budgeted amount below: a. Nuss Truck and Equipment (New Plow Truck Chassis) for \$120,681.99 b. Towmaster Truck and Equipment (New Snow Plow Equipment) for \$107,562.50 c. Ziegler Equipment (New Loader) for \$170,260.00 d. RDO Equipment (Used Tractor/Backhoe) for up to \$41,495.51.

Policy Committee

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

ADOPTION OF CHANGES TO TODD COUNTY INFORMATION TECHNOLOGY POLICY
WHEREAS, the Todd County Board of Commissioners has recognized a need for a strong, up to date Information Technology Policy, and;

WHEREAS, the Todd County Board of Commissioners and policies subcommittee have had an opportunity to review the policy revisions put forth in Article V, Cellular Phone Use of the Information Technology Policy and find their implementation to be in the best interest of the sound administration of the County;

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners adopts the attached changes to the Todd County Information Technology Policy and directs the County Coordinator to begin administration of said policy as of November 20, 2019.

Other Resolutions

It is understood that this Resolution replaces and supersedes all prior County Board actions, oral or written, relating to the subject matter hereof.

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

TODD COUNTY TRAVEL POLICIES

Section 1.01	Travel Policy.....	1
Section 1.02	Out of state travel policy.....	4
Section 1.03	Meal reimbursement.....	4
Section 1.04	Conference/seminar requests.....	4

Full policy document on file and available for public inspection at the County Auditor-Treasurer's Office.

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

ADOPTION OF CHANGES TO TODD COUNTY PERSONNEL POLICY

WHEREAS, the Todd County Board of Commissioners has recognized a need for strong, up to date personnel policy, and;

WHEREAS, the Todd County Board of Commissioners and policies subcommittee have had an opportunity to review the policy revisions put forth in Article V, Section 5.02 of the Personnel Policy and find their implementation to be in the best interest of the sound administration of the County;

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners adopts the attached changes to the Todd County Personnel Policy and directs the County Coordinator to begin administration of said policy as of November 20, 2019.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Other Resolutions

It is understood that this Resolution replaces and supersedes all prior County Board actions, oral or written, relating to the subject matter hereof.

Planning & Zoning

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

Todd County Resolution to support a Long Prairie River Watershed One Watershed, One Plan Application

WHEREAS, the Minnesota Board of Soil and Water Resources has developed policies for coordination and development of comprehensive watershed management plans, also known as One Watershed, One Plan, consistent with Minnesota Statutes, Chapter 103B.801, Comprehensive Watershed Management Planning Program; and

WHEREAS, Minnesota Statutes, Chapter 103B.301, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a local water management plan; and

WHEREAS, Minnesota Statutes, Chapter 103C.331, subdivision 11, Comprehensive Plan, authorizes Minnesota Soil and Water Conservation Districts to develop and implement a comprehensive plan; and

WHEREAS, the Legislature of Minnesota set a goal for full statewide transition to One Watershed, One Plan by 2025 and authorizing the Board of Water and Soil Resources BWSR to provide guidance to local governments as they begin program work, and

WHEREAS, the counties of Todd, Douglas and Morrison, and the associative Soil and Water Conservation Districts within the Long Prairie River – Watershed #9, as delineated in the attached One Watershed, One Plan Suggested Boundary Map, have interest in developing a comprehensive watershed management plan for this area; and

WHEREAS, Todd County recognizes the future need for both County Commissioner and staff commitment in the development and follow through of this plan and hereby pledges any required participation to the application and the resulting grant, and

WHEREAS, Todd County recognizes there may result in some restructuring of priorities in individual and capital projects in future annual plans, as well as office operations within watershed boundaries; and

NOW, THEREFORE, BE IT RESOLVED, that Todd County recognizes and supports watershed-scale planning efforts consistent with Minnesota Statutes, Chapter 103B.801, also known as One Watershed, One Plan; and

BE IT FURTHER RESOLVED that Todd County welcomes the opportunity to collaborate with the counties, soil and water conservation districts within the Long Prairie River for watershed-scale planning efforts in the future; and

BE IT FURTHER RESOLVED that Todd County supports an application to the Board of Water and Soil Resources for a planning grant to develop a comprehensive watershed management plan and anticipates entering into a Memorandum of Agreement with the counties, soil and water conservation districts within the Long Prairie River, to collaborate on this effort, pending selection as a recipient of a planning grant.

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous vote: To grant the subdivision request for a preliminary plat named Little Swan Lake Addition as submitted.

County Sheriff

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the Policing Contract with the City of Eagle Bend effective November 1, 2019 for two years.



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• MINNESOTA • EST. 1855 •

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the purchase of a new washer and dryer from Minnesota Chemical Company for \$25,470.

Administration

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve final interviews to be conducted with Coordinator candidates #2, 4, 6, 8, 10 and 11 on December 5th, 2019.

Auditor-Treasurer's Report

The County Auditor-Treasurer reported on meetings attended and projects in progress including agricultural tax season deadlines and beginning preparations for yearend financial reports.

Commissioner's Report

The Commissioners reported on meetings attended.

Adjourn

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

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
ALLSTATE PETERBILT OF ALEXANDRIA	\$ 3,933.51
BRAATEN SAND & GRAVEL	\$ 8,012.50
COMPASS MINERALS AMERICA	\$ 2,259.47
CONTECH ENGINEERED SOLUTIONS, LLC	\$ 35,595.40
EMERGENCY AUTOMOTIVE TECH	\$ 2,315.98
JMD MANUFACTURING, INC	\$ 2,466.54
LEVEL GROUND	\$ 2,400.00
M-R SIGN COMPANY INC	\$ 2,233.54
NOW MICRO INC	\$ 3,179.25
SHI CORP	\$ 4,138.94
WADENA ASPHALT CO	\$ 3,825.00
93 PAYMENTS LESS THAN 2000	\$ 36,310.82
Total:	\$ 106,670.95

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
V #15770 - COST EFF HEALTH INSURANCE	\$ 4,297.23
DHS - SWIFT	\$ 4,507.52
V #15418 - COST EFF HEALTH INSURANCE	\$ 3,601.50
FRESHWATER EDUCATION DISTRICT	\$ 17,988.00
V #15653 - COST EFF HEALTH INSURANCE	\$ 6,936.00
NOW MICRO INC	\$ 3,179.25
RURAL MN CEP INC	\$ 13,616.54
138 PAYMENTS LESS THAN 2000	\$ 58,270.48
Total:	\$ 112,396.52



WHERE THE FOREST MEETS THE PRAIRIE


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• MINNESOTA • EST. 1855 •

VENDOR NAME	AMOUNT
BRAZA HOME INC	\$ 5,579.38
HOLISTIC FAMILY EDUCATION SERVICES	\$ 6,880.69
# 15891	\$ 2,015.20
MID MINNESOTA DRUG TESTING INC	\$ 2,180.00
NEXUS INC-MILLE LACS ACADEMY/SHIP PROG	\$ 12,495.17
NORTHERN PINES MENTAL HLTH CTR INC	\$ 4,247.00
# 13887	\$ 2,164.42
STEP	\$ 7,774.12
VILLAGE RANCH INC	\$ 7,184.25
PAYMENTS LESS THAN 2000	\$ 30,218.37
Total:	\$ 80,738.60

On a motion by Becker and second by Erickson, the preceding minutes of the County Board meeting held November 19, 2019 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on December 4, 2019.

Witness my hand and seal:



Gary Kreisl, County Board Chairperson



Denise Gaida, Todd County Auditor-Treasurer