

OFFICIAL PROCEEDINGS
MARSHALL COUNTY BOARD OF COMMISSIONERS
Truth in Taxation
December 2, 2014 6:00 P.M.
Marshall County Boardroom

Commissioner Borowicz called the meeting to order with Commissioners Sharon Bring, Gary Kiesow, Rolland Miller, Ken Borowicz, Auditor-Treasurer Scott Peters, County Assessor Russ Steer, Assessor Employees Alison Wall and Liz Fore, County Engineer Lon Aune, and Recording Secretary Domita Mack present.

Also present were Gary Enkjer, Betty Knoll, Randy Knutson, Bruce Larson, Shane Vonasek, and Duane Gonsorowski.

Mr. Peters explained the budget and levy process and provided various documents for review.

Randy Knutson discussed a piece of property in Section 33 in Alma Township that the value has increased the last few years and he doesn't agree with the increases. Mr. Steer explained the evaluation process and that he will address the state recommended time adjustment issues when they become available.

Betty Knoll stated that she is questioning a non-homestead status on her land; Mr. Steer stated that she had exceeded the 1.5 million value in ag value and that her parcel in fact was classified as homestead.

Bruce Larson who owns property in the City of Viking questions the value of \$7,800.00 on his property and believes it too high. Mr. Steer is going to look into this issue.

Gary Enkjer discussed the high values of his property and he disagrees with the values.

Mr. Aune informed the group on how the highway department receives their funding through taxes.

The Board adjourned at 7:00 p.m.

CHAIRPERSON,
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
MARSHALL COUNTY AUDITOR-TREASURER

OFFICIAL PROCEEDINGS
MARSHALL COUNTY BOARD OF COMMISSIONERS
December 2, 2014 9:00 A.M.
Marshall County Boardroom

The Pledge of Allegiance was given.

Vice Chairperson Borowicz called the meeting to order with Commissioners Sharon Bring, Gary Kiesow, Ken Borowicz, Rolland Miller and Auditor-Treasurer Scott Peters present.

The Board approved the December 2, 2014 meeting agenda with additions and corrections. **M/S/C – Kiesow, Bring**

Water planner Jan Kaspari met with the Board to remind them of a FEMA Flood Risk informational meeting today at 2 pm in meeting room one.

The minutes from the November 18, 2014 regular meeting were approved with corrections. **M/S/C – Bring, Miller**

RESOLUTION 12-02-01 – Approval of Bills

BE IT RESOLVED, that after review of the following bills, authorization for payment of the same in the following total amounts, are hereby approved, with a detailed listing kept on file at the Auditor's office.

Auditor Warrants	\$416,300.82
	\$2,154,053.75
Total	\$2,570,354.57
Commissioner Warrants	\$261,056.56
M/S/C – Kiesow, Miller	

The following Commissioner/Committee reports were shared;

<u>Commissioner</u>	<u>Meeting/Report</u>
Borowicz	Employee Benefits Committee, Household Hazardous Waste
Bring	Extension Committee, MRCC
Kiesow	NW Regional Radio Board
Miller	Employee Benefits Committee, MST Watershed Extension Committee

Public Health Director Gail Larson provided a bi-monthly Public Health update to the Board including; Resignation notice from North Valley CEO Ashley Erickson, Minnesota Food Charter launch, low flu activity to date, and Disaster Communication Exercise information. The Board and Ms. Larson discussed grant options for the County for the Living at Home Block Nurse Program.

Highway Engineer Lon Aune addressed the Board.

RESOLUTION 12-02-02

WHEREAS, the Engineer in charge has filed his final certificate setting forth that the Contractor on SP 045-070-004 has completed the contract in accordance with plans and specifications and the total cost of said job was \$38,473.70 and the balance due to the Contractor is \$3,847.40.

NOW THEREFORE, BE IT RESOLVED that said certificate be and the same is hereby approved and the County Auditor is hereby authorized to issue a warrant on the Road & Bridge Fund in the amount of \$3,847.40 to Pennington County Highway Department.

M/S/C – Bring, Miller

RESOLUTION 12-02-03

BE IT RESOLVED, that pursuant to Minnesota Ditch Law 103E, Calvin Groose, landowner

had requested, by petition, the addition of their property to the benefited drainage area for State Ditch 90;

WHEREAS; pursuant to Minnesota Ditch Law an advertisement for a Public Hearing was posted and conducted on November 18, 2014 by the State Ditch 90 Ditch Authority at the Marshall County Board of Commissioners meeting; and

WHEREAS; the Public Hearing was held to receive comment either for or against the addition of Parcels owned by Calvin Goose in Sections 4 and 5 of East Park Township to the benefited drainage area of State Ditch 90; and

WHEREAS; it was determined that the requested parcels currently drain to State Ditch 90 and there were no comments received during the hearing or by mail objecting to the addition of the parcels to the benefited area of State Ditch 90; and

WHEREAS, the Ditch Authority has the authority to establish a rate per acre for the annual tax to the property and may establish a connection fee for the parcels added; and

NOW THEREFORE BE IT RESOLVED that the Ditch Authority established by the Marshall County Board of Commissioners approve the request for the addition of the parcels owned by Calvin Goose in Sections 4 and 5 of East Park Township to the benefited drainage area of State Ditch 90 at the rate of \$2.25 per 40 acre parcel and implement a connection fee of the annual rate times 10 for the last 10 years. The total amounts would be \$36 per year for Section 5 and \$18 per year for Section 4 with a connection fee of \$540. **M/S/C – Bring, Kiesow**

Mr. Aune has been nominated as a candidate for Treasurer of the Minnesota County Engineer's Association. The Board approved to allow this service with the Association if elected. **M/S/C – Bring, Miller**

Mr. Aune shared a District and Border County wage survey of the Highway department for all positions.

Safety Coordinator Rodger Haugtvedt addressed the Board to provide an annual safety update to the Board. Mr. Haugtvedt indicated that the County is doing well with meeting safety concerns for the County. The Board authorized a training request for Rodger to attend in February. **M/S/C – Miller, Bring** The Board approved to change duct detector alarms from fire to supervisor status. **M/S/C – Bring, Kiesow**

Extension Educator Howard Person and Solid Waste/Emergency Manager Josh Johnston addressed the Board to discuss and consider options for County Agent/Grant Writing and Recycling Program options for the County.

Veteran Service Officers Wayne Kilen and Brett Brandon addressed the Board to request Memorial Day Service funding consideration for up to \$300 for the 8 chartered Veteran organizations in the County as is allowed by State Statute. The Board approved to allow up to \$300 for the chartered organizations for a total of \$2400 to be added to the veteran services budget. **M/S/C – Kiesow, Bring**

Mr. Kilen indicated that they will be proposing to continue with the Veteran Service Fair in February in Middle River as well as the Disabled Veteran Goose Hunt. Scheduling for the Veteran Service trailer for 2015 will be reviewed. Veteran's claims issues with funding were also discussed.

Auditor Treasurer Peters presented the following in his report:

1. Ditch Report through November
2. Set County Board Per Diems. 2015 Board Per Diems were set at \$60/meeting.

M/S/C - Bring, Kiesow

3. TNT Discussion – meeting set for 6 pm on December 2nd
4. Appointment consideration to Marshall Polk Rural Water System Board was

- approved for Orrin Knutson for a three year term. **M/S/C – Bring, Miller**
5. Review Out of State Travel Policy. No changes were made to policy.
 6. 2015 Budget Review
 7. Enbridge Line Replacement Information
 8. Con Con-Commissioner Appropriation Information
 9. Con Con/CPA Working Group update
 10. Consider approval of Marshall County 2015 Hybrid Health Care Plan and 2015 Flexible Benefits Plan. The Board approved both of these plans. **M/S/C - Kiesow, Miller**
 11. MST Watershed Advisory Board Minutes were shared.
 12. The MCIT Annual Report was distributed.

The Board discussed further the Grant Writer position. The Board approved to offer Bill Craig a temporary fulltime grant writer/recycling position with the County beginning 1/5/15. **M/S/C – Miller, Bring**

The meeting was adjourned at 1:10 p.m. by Vice Chairperson Borowicz.

CHAIRPERSON,
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
MARSHALL COUNTY AUDITOR-TREASURER

OFFICIAL PROCEEDINGS
MARSHALL COUNTY BOARD OF COMMISSIONERS
December 16, 2014 9:00 A.M.
Marshall County Boardroom

The Pledge of Allegiance was given.

Chairperson Vonasek called the meeting to order with the following present:
Commissioners Ken Borowicz, Sharon Bring, Gary Kiesow, LeRoy Vonasek, Rolland Miller,
Auditor-Treasurer Scott Peters and Recording Secretary Domita Mack.

Landfill Manager Josh Johnston addressed the Board to discuss a new landfill sign and the current fees. Mr. Johnston is going to check the local county fees and bring his findings to the Board. Mr. Johnston received approval to purchase outdoor pop bottle recycling bins for the fairgrounds.

Marshall County Feedlot Officer Brett Brandon addressed the Board to discuss updates in his program. Mr. Brandon received approval for the 2014-2015 County Feedlot Program Delegation Agreement and Work Plan. **M/S/C – Kiesow, Bring**

The December 16, 2014 meeting agenda was approved with additions. **M/S/C – Bring, Borowicz**

The Board approved the December 2, 2014 regular meeting minutes with corrections. **M/S/C – Bring, Borowicz**

The Board approved the 2014 Truth N Taxation meeting with corrections. **M/S/C – Kiesow, Bring**

RESOLUTION 12-16-01

BE IT RESOLVED, that after review of the following bills, authorization for payment of the same in the following total amounts, are hereby approved, with a detailed listing kept on file at the Auditor's office.

Auditor Warrants

December 8, 2014	\$47,150.56
December 10, 2014	\$89,790.37
Total	\$136,940.93

Commissioner Warrants \$641,099.00

M/S/C – Borowicz, Bring

RESOLUTION 12-16-02

	PER DIEMS
Sharon Bring	\$120.00
Kenneth Borowicz	\$60.00
Gary Kiesow	\$60.00
Rolland Miller	\$420.00
Darlene Bates	\$60.00

M/S/C – Kiesow, Miller

The Board reviewed MRCC Legislative Priorities listing Transportation Funding, County Program Aid, DHS Issues, Child Protection, Chemical Dependency, Mental Health, Natural Resources, Wetlands and Drainage, and Parks and Trails as priorities for the County.

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Borowicz	AMC, MarKit, TNT
Bring	AMC, MarKit, Enbridge, MRCC, TNT
Kiesow	AMC, WRAC Meeting, Elk Work Group, NW Regional Development, TNT

Miller
Vonasek

AMC, MST Watershed, WRAC Meeting, TNT
MarKit, Tri-Valley, MN USA

Social Service Chris Kujava addressed the Board. Items discussed included the following:

General Business

Mr. Kujava provided an Electronic Document Management System Update. Marshall County will be working toward a paperless process.

MN Sure applications are moving along well. Timelines have been extended until the 25th of January.

A report on a White Earth Adult Mental Health Initiative transfer was provided.

An article on Child Protection was shared. Mr. Kujava explained how the protection process works.

Licensing and Contracts

A contract for services with the Northwest Mental Health Center received Board approval. **M/S/C – Bring, Kiesow**

The Tri-Valley Transportation Contract was approved by the Board. **M/S/C – Borowicz, Miller**

Director's Administrative Report

The Norman/Marshall County Administrator Sharing agreement was reviewed for 2015. The total costs will be slightly less in 2015. The Board approved the contract for 2015. **M/S/C – Borowicz, Bring**

Authorizations

The Board approved Case Activity, Bills, and Director Actions. **M/S/C – Kiesow, Miller**

County Highway Engineer Lon Aune addressed the Board and presented the following:

RESOLUTION 12-06-03

Whereas, Marshall County Highway Department is responsible to construct and maintain a road network that strives to meet the transportation needs of the residents of Marshall County, and

Whereas, the transportation infrastructure is dependent upon long-term planning and on-going maintenance, both of which require funding to complete; and

Whereas, as per Minnesota Statute 174.52 the Local Road Improvement Program was established to provide funding assistance to local agencies on transportation projects in three areas including Trunk Highway Corridor Projects, Routes of Regional Significance, and Rural Road Safety; and

Whereas, the Local Road Improvements Program was appropriated \$54.356 million during the 2014 Legislative Session; and

Whereas, the Marshall County Highway Department will be submitting an application on behalf of Middle River Township to obtain funds for paving 330th Avenue Northwest to provide better access to MarKit Elevator,

THEREFORE BE IT RESOLVED THAT, the Marshall County Board of Commissioners hereby supports the application and if selected the use of the funds administered by the State of Minnesota.

BE IT FURTHER RESOLVED, the township will continue to maintain the roadway under its current maintenance program. **M/S/ C – Bring, Borowicz**
Commissioner Miller recused himself from this vote.

RESOLUTION 12-16-04

Whereas, Marshall County Highway Department is responsible to construct and maintain a

road network that strives to meet the transportation needs of the residents of Marshall County, and

Whereas, the transportation infrastructure is dependent upon long-term planning and on-going maintenance, both of which require funding to complete; and

Whereas, as per Minnesota Statute 174.52 the Local Road Improvement Program was established to provide funding assistance to local agencies on transportation projects in three areas including Trunk Highway Corridor Projects, Routes of Regional Significance, and Rural Road Safety; and

Whereas, the Local Road Improvements Program was appropriated \$54.356 million during the 2014 Legislative Session; and

Whereas, the Marshall County Highway Department will be submitting an application on behalf of Comstock Township to obtain funds for reconstruction of 330th Avenue Northwest to provide better access to Errico. Inc,

THEREFORE BE IT RESOLVED THAT, the Marshall County Board of Commissioners hereby supports the application and if selected the use of the funds administered by the State of Minnesota.

BE IT FURTHER RESOLVED, the township will continue to maintain the roadway under its current maintenance program. **M/S/C – Bring, Kiesow**

RESOLUTION 12-16-05

WHEREAS, the Engineer in charge has filed his final certificate setting forth that the Contractor on SP 45-598-20 has completed the contract in accordance with plans and specifications and the total cost of said job was \$544,032.80 and the balance due the Contractor is \$27,701.65.

NOW THEREFORE, BE IT RESOLVED that said certificate be and the same is hereby approved and the County Auditor is hereby authorized to issue a warrant on the Road & Bridge Fund in the amount of \$27,701.65 to Korby Contracting Co., Inc. **M/S/C – Bring, Borowicz**

RESOLUTION 12-16-06 Authorization

BE IT RESOLVED that the County Auditor be authorized to issue warrants for the following right of way easements along C.S.A.H. 24 located between TH 75 and CSAH 23, between a point 777.71 feet East of the NW Corner of Section Seventeen (17), T158N, R48W and the Northeast Corner of Section Fifteen (15), T158N, R48W, for the purpose of reconstructing said road (State Aid Project 045-624-003).

<u>PARCEL NO.</u>	<u>NAME & ADDRESS</u>	<u>PAYMENT</u>
1	John A. Jensen P.O. Box 8 Stephen, MN 56757 Brian and Betsy Jensen 41439 330 th Ave NW Stephen, MN 56757	\$3,940.00
2	Arlo & Jean Dupont 743 County Rd. 143 Canon City, CO 81212	\$5,972.00
3	Paul Farm Management Attn: Jim Erlandson 2020 W War Memorial Dr Suite 202A Peoria, IL 61614-6730	\$3,859.00
4	Dean Allen Stengrim 43498 US Hwy 75 NW Stephen, MN 56757	\$6,053.00

5	Garrit and Staci Winge 1317 240 th Ave Kennedy, MN 56733	\$5,931.00
6	Brian and Betsy Jensen 41439 330 th Ave NW Stephen, MN 56757	
7	Lawrence and Barbara Kuznia 280 Stephen Av. Stephen, MN 56757	\$5,931.00
8	Tamara Jo Demaria 2431 NE 2 nd St Blue Springs, MO 64104	\$6,561.00
9	Rudy Brandt Revocable Living Trust C/O Arlene Brandt 235 27 th Ave So Grand Forks, ND 58201	\$6,411.00
10	Luther A. Johnson et al 44637 360 th Ave. NW Stephen, MN 56757	\$6,770.00
11	John A. Jensen P.O. Box 8 Stephen, MN 56757	\$6,451.00
12	Todd and Shirley Henrickson P.O. Box 138 Stephen, MN 56757	\$1,672.25
	Cathy and David G. Johnson 307 4 th St. West Park River, ND 58270	\$1,672.25
	Wendy and John III Oistad P.O. Box 83 Hoople, ND 58243	\$1,672.25
	Terry and Shannon Henrickson P.O. Box 328 Argyle, MN 56713	\$1,672.25

M/S/C – Borowicz, Miller

The Board approved to sign a letter of support for federal funding for transportation purposes. **M/S/C – Bring, Kiesow**

RESOLUTION 12-16-07

WHEREAS: The Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA; and

WHEREAS: Transportation Alternatives projects receive federal funding; and

WHEREAS: the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with alternative funds, this requirement should be applied to the project proposer; and

WHEREAS: Marshall County is the sponsoring agency for the Transportation Alternatives project identified as the city of Warren's multiuse path project.

THEREFORE BE IT RESOLVED THAT: the sponsoring agency hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned Transportation Alternatives project. **M/S/C – Bring, Borowicz**

County Sheriff-Elect Jason Boman addressed the Board and received approval on a Joint Powers Pine to Prairie Drug Task Force Agreement. **M/S/C – Borowicz, Miller**

Mr. Boman received Board approval for a 4 year leave of absence from his current position as Chief Deputy. **M/S/C – Bring, Kiesow**

County Attorney Don Aandal addressed the Board to discuss an employee grievance/discrimination complaint. The Board authorized Mr. Aandal to hire Everett & VanderWiel to provide an impartial outside investigation of this complaint. **M/S/C – Bring, Miller**

Bill Craig addressed the Board to discuss the temporary Grant Writer/Recycling Position. The Board amended the offer previously made to Mr. Craig to a C-43, Step 6, base pay plus 5% of the grants that would get awarded. **M/S/C – Borowicz, Miller**

Helen Anderson, Frances Tougas, and Linda Gornowicz addressed the Board to discuss the proposed clean air ordinance. The Board approved to set a public hearing regarding a proposed Clean Air Ordinance for Indoor Places and Places of Work for February 3rd at 10 am in the County Boardroom. **M/S/C – Miller, Bring**

Darby Boe from Bremer Bank and Lee Meier from Multi County Housing addressed the Board to discuss and receive approval on a loan request from Kosmatka's Grocery for up to \$50,000 under the USDA RBEG grant. **M/S/C – Miller, Bring**

The Board approved the following year-end Distributions as follows:

Spruce Valley Community Center	\$750
City of Newfolden Fire Department	\$2000
Grygla Senior Citizens	\$1000
Gatzke Senior Citizens	\$500
Stephen Volunteer Fire Department	\$1000
City of Stephen	\$1000
Stephen Senior Citizens	\$250
Marshall County Mounted Posse	\$2500
Alvarado First Responders	\$500
Alvarado Fire Department	\$500
Argyle First Responders	\$500
Argyle Fire Department	\$500
Warren Volunteer Fire Department	\$750
Warren Volunteer Ambulance	\$750

M/S/C – Bring, Borowicz

Auditor-Treasurer Peters provided the following items for his report:

1. Participation in the Greater MN Parks & Trails **M/S/C – Bring, Kiesow**
2. AMC Conference
3. 5 Year Financial Report
4. AMC County Program Aid Funding Report
5. Lost Warrant Resolution
6. Amended Ditch 90 Benefit Area Resolution

RESOLUTION 12-16-08

BE IT RESOLVED, Marshall County officials are directed to cancel a lost warrant #247416 dated November 18, 2014 issued to the Argyle Building Center, in the amount of \$16,314.82

The Board also approved to waive the furnishing of a bond and authorizes said office to reissue a new warrant in the above amount using a new warrant number. **M/S/C – Bring, Borowicz**

RESOLUTION 12-16-09

BE IT RESOLVED, that pursuant to Minnesota Ditch Law 103E, Calvin Groose, landowner had requested, by petition, the addition of their property to the benefited drainage area for State Ditch 90;

WHEREAS; pursuant to Minnesota Ditch Law an advertisement for a Public Hearing was posted and conducted on November 18, 2014 by the State Ditch 90 Ditch Authority at the Marshall County Board of Commissioners meeting; and

WHEREAS; the Public Hearing was held to receive comment either for or against the addition of Parcels owned by Calvin Groose in Sections 4 and 5 of East Park Township to the benefited drainage area of State Ditch 90; and

WHEREAS; it was determined that the requested parcels currently drain to State Ditch 90 and there were no comments received during the hearing or by mail objecting to the addition of the parcels to the benefited area of State Ditch 90; and

WHEREAS, the Ditch Authority has the authority to establish a rate per acre for the annual tax to the property and may establish a connection fee for the parcels added; and

NOW THEREFORE BE IT RESOLVED that the Ditch Authority established by the Marshall County Board of Commissioners approve the request for the addition of the parcels owned by Calvin Groose in Sections 4 and 5 of East Valley Township to the benefited drainage area of State Ditch 90. A onetime connection fee of \$540 will be assessed to the petitioner. **M/S/C – Miller, Borowicz**

The Board acknowledged with appreciation the dedicated years of service from Sheriff John Novacek for 32 years and Deputy DeWayne Kostrzewski for 14 years. A plaque honoring their service will be presented to both individuals.

The Board reviewed the County Park Expenditures for the last 10 years to analyze financial trends.

RESOLUTION 12-16-10 2015 Budget and Levy

WHEREAS, Department Administrators within the County Government of Marshall County have presented proposed budgets to the County Board for 2015, and

WHEREAS, said proposed budgets have been reviewed by the County Board and amended to a final budget amount for the following funds:

Revenue	\$6,050,652
Road & Bridge	\$10,548,534
Social Services	\$3,438,930
TOTAL	<u>\$20,038,116</u>

This provides for a Tax Levy for taxes to be collected in 2015 in the amount of \$5,736,793.

NOW THEREFORE BE IT RESOLVED, that the budget for 2015 is hereby approved for the tax levy amounts as follows:

Revenue Fund	\$3,761,449
Road & Bridge Fund	\$975,000
Social Services Fund	\$1,150,000
TOTAL	\$5,886,449
Less State Paid Aids	<u>\$149,656</u>

NET LEVY
M/S/C – Miller, Kiesow

\$5,736,793

The meeting was adjourned at 2:50 pm by Chairperson Vonasek. **M/S/C – Borowicz, Bring**

CHAIRPERSON,
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
MARSHALL COUNTY AUDITOR-TREASURER