

**OFFICIAL PROCEEDINGS**  
**MARSHALL COUNTY BOARD OF COMMISSIONERS**  
**Regular Board Meeting**  
**November 3, 2015 - 9:00 A.M.**  
**Marshall County Boardroom**

The Pledge of Allegiance was given.

Commissioner Borowicz called the regular meeting to order at 9 a.m. with Commissioners Sharon Bring, Kenneth Borowicz, LeRoy Vonasek, Gary Kiesow, and Auditor-Treasurer Scott Peters present.

Engineer Lon Aune met with the Board during open forum. He indicated that some employees and the benefit committee would like to get information on what group plans would cost. The Board gave approval to obtain information regarding group insurance. **M/S/C – Bring, Miller**

Maintenance Supervisor Rodger Haugtvedt addressed the Board to review quotes regarding panic alarms and stairwell step coverings. The Board asked that funding and grant options be explored for the panic alarms. The vinyl stairwell step coverings on the east stairwell is getting quite broken up and needs to be replaced for safety concerns. The Board authorized to replace the step coverings. **M/S/C – Vonasek, Miller**

Department of Corrections Regional Supervisor Mark Bloomquist addressed the Board to provide a Probation/STS update on programs and services in Marshall County. Mr. Bloomquist indicated that they have seen very positive results with only a 20% recidivism rate with persons that go through the newly implemented Batters Intervention Program. The Cognitive Behavioral Program, how to work with indigent juvenile offenders regarding payment options, and judge rotation schedules were also discussed.

The Board approved the November 3, 2015 meeting agenda with additions. **M/S/C – Miller, Vonasek**

The minutes from the October 20, 2015 Regular Board Meeting were approved with corrections. **M/S/C – Kiesow, Vonasek**

**RESOLUTION 11-03-01**

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**

October 23, 2015	\$627,974.18
October 23, 2015	\$764.86
October 30, 2015	\$830,433.65

**Commissioner Warrants** **\$195,237.36**

**M/S/C – Miller, Bring**

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Bring	AMC District Meeting, Living at Home Annual Meeting
Kiesow	AMC District Meeting, Joint County Natural Resource Board, MNDOT Business Meetings
Miller	AMC District Meeting, MST Watershed
Vonasek	MST Watershed, County Insurance Meeting, Howard Person Retirement

County Engineer Lon Aune addressed the Board regarding for Highway and Ditch Authority Business.

### **RESOLUTION 11-03-02**

WHEREAS, Minnesota Statute 162.08, Subd 4 (3d), provides that accumulated balances in excess of two years of municipal account apportionments may be spent on projects located outside of municipalities under 5000 population when approved solely by resolution of the county board.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioner of Transportation transfer \$175,000 (all funds) in excess of two years apportionment into the Regular Construction Account. **M/S/C – Bring, Vonasek**

### **RESOLUTION 11-03-03**

WHEREAS, the Engineer in charge has filed his final certificate setting forth that the Contractor on SAP 045-664-003 has completed the contract in accordance with plans and specifications and the total cost of said job was \$535,384.46 and the balance due to the Contractor is \$30,570.56.

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 \$30,570.56 to The Spruce Valley Corporation.

**M/S/C – Vonasek, Kiesow**

Mr. Aune indicated that summer projects are now completed. It was a good construction season and Mr. Aune thanked all staff and contractors for their efforts and residents for their patience and cooperation.

Mr. Aune asked if the Board would consider early retirement options as a tool to best manage financial resources. More information on past practices will be researched.

The Board recessed the regular meeting and opened the Ditch Authority Meeting.

**M/S/C – Kiesow, Vonasek**

A cleaning request and water flow options on County Ditch 16 following County Road 6 in Tamarac Township will be reviewed by Mr. Aune, with further recommendations for the same brought forth at a future meeting.

Mr. Aune reported on a JD 15 Public Hearing at the MST Watershed regarding a request for removal of land from the system. This request was denied by the watershed.

Letters and processes on addressing lands that are draining into systems without being part of a system were discussed.

Mr. Aune is reviewing how to address County Ditch 32 drainage and how to deal with this system mutually with Pennington County.

The Board closed the Ditch Authority Meeting and reopened the regular meeting.

**M/S/C – Bring, Kiesow**

Auditor-Treasurer Scott Peters presented the following in his report:

1. Ditch Report through October
2. Ditch Levy Forms
3. Extension and Grant Positions Update
4. Board of Health Update
5. Grant Notification – The Board accepted to receive a grant from the Minnesota Historical Society for \$10,700 for Courthouse roof repairs. **M/S/C – Bring, Miller**
6. MST Watershed Advisory Board Meeting Notice – November 16, 2015 at 2 pm at Bremer Bank
7. The 2015 MCIT Annual Report was shared
8. Consider Appointment to Kittson-Marshall Rural Water Board. The Board approved appointment of Maynard Peterson to this Board. **M/S/C – Vonasek, Miller**
9. The Board appointed Heidi Timm to the Northwest Regional Library Board. **M/S/C –**

**Bring, Kiesow**

10. Thank you correspondence – Price Family, Haugtvedt Family, and Enbridge Energy
11. NW Regional Library Board Consideration
12. Proposed 2016 Tax Rate Report
13. County Weed Inspector Consideration. The Board appointed Josh Johnston as Temporary County Weed Inspector. **M/S/C – Kiesow, Miller**
14. Markit nomination for AMC County Achievement Award for going green at the landfill
15. Job Duty change discussion
16. Consider management of 27 pay periods in 2016. The Board approved to allow all salaried and hourly employees to be compensated for the 27 pay periods in 2016 equally due to the extra pay period, calculating payment for 2160 hours versus 2080 and adjusting all employees accordingly. **M/S/C – Borowicz, Vonasek**
17. Resiliency Training Notice – November 4 at 9:00 am and 1:00 pm

The meeting was adjourned at 12:23 pm. **M/S/C – Kiesow, Vonasek**

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CHAIRPERSON,  
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: \_\_\_\_\_  
MARSHALL COUNTY AUDITOR-TREASURER

**OFFICIAL PROCEEDINGS**  
**MARSHALL COUNTY BOARD OF COMMISSIONERS**  
**November 17, 2015 9:00 A.M.**  
**Marshall County Boardroom**

The Pledge of Allegiance was given.

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

The November 17, 2015 meeting agenda was approved with additions. **M/S/C – Vonasek, Miller**

The Board approved the November 3, 2015 meeting minutes with corrections. **M/S/C – Miller, Bring**

**RESOLUTION 11-17-01**

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.

<b>Commissioner Warrants</b>	<b>\$321,564.90</b>
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**M/S/C – Kiesow, Bring**

**RESOLUTION 11-17-02**

	PER DIEMS
Sharon Bring	\$120.00
Gary Kiesow	\$240.00
Rolland Miller	\$120.00
LeRoy Vonasek	\$240.00
<b>Total</b>	<b>\$720.00</b>

**M/S/C – Bring, Vonasek**

Environmental Services Administrator Josh Johnston addressed the Board to review the current Solid Waste Plan. Mr. Johnston obtained Board approval on the following resolution.

**RESOLUTION 11-17-03**

WHEREAS, the State of Minnesota requires Counties to develop and adopt a Solid Waste Plan in accordance with MS 115A.63, MS115.471, MS 115A.551, subd 6-7, MS 115A.552, MS 115A.557, subd 2-3, MS 115A.63, MS 115A.84, MS 115A.914, MS 115.96, subd 6-7, MS 115A.917, MS 115.97, MR 9215 and all other applicable Statues and Rules; and

WHEREAS, the State of Minnesota requires said Solid Waste Plans to be reviewed and/or modified periodically. Said timeline for Solid Waste Plan update is every 10 calendar years;

WHEREAS, Marshall County recognizes the need and responsibility to plan for the practice environmentally sound methods for managing its solid waste streams; and

WHEREAS, Marshall County recognizes the need to plan for and implement various strategies, programs or facilities to promote proper management and disposition of solid waste generated within the County, and encourage the reductions, reuse, recycling, composting, and/or advanced processing of that solid waste as may be available based upon the type of solid waste material generated and the integrated solid waste management system in place; and

WHEREAS, the 2015 Marshall County Solid Waste Plan does describe the integrated solid waste management system currently in place to meet the needs of Marshall County's

citizens and requirements of the State of Minnesota; and

WHEREAS, the State of Minnesota has placed on public notice that draft of the 2015 Marshall County Solid Waste Plan in accordance with the requirements for publication, notice of comment period; and

WHEREAS, upon completion of the public comment period no comments were received in objection to the adoption of the draft 2015 Marshall County Solid Waste Plan from any member of the public.

THEREFORE BE IT RESOLVED, that the Marshall County Board of Commissioners hereby adopts the 2015 Marshall County Solid Waste Plan; and

BE IT FURTHER RESOLVED, that the Marshall County Board of Commissioners hereby submits the 2015 Marshall County Solid Waste Plan to the Minnesota Pollution Control Agency for final approval pursuant to applicable Minnesota Statutes and Rules.

**M/S/C – Bring, Vonasek**

Social Services Director Chris Kujava addressed the Board.

#### **General Business**

Mr. Kujava reported on the following; Cost Report, MN Sure Update.

#### **Personnel**

The Board and Mr. Kujava discussed the retirement policy regarding severance.

#### **Licensing and Contracts**

The Board approved the following contracts and agreements;

1. Caseworks - Child Support and MN Sure Edition. **M/S/C – Bring, Kiesow**
2. Child Support Cooperative Agreement. **M/S/C – Vonasek, Miller**
3. Department of Employment & Economic Development (DEED) Contract. **M/S/C – Kiesow, Bring**

#### **Director’s Administrative Report**

Director Kujava provided Quarterly Budget, Out of Home Placement, and Social Services Expenditures and Grant Reconciliation (SEAGER) Reports to the Board.

#### **Authorizations**

Case Activity, Bills, and Director Actions received Board approval. **M/S/C – Bring, Vonasek**

Highway Engineer Lon Aune addressed the Board.

#### **RESOLUTION 11-17-04**

Be it resolved that Marshall County act as sponsoring agency for a “Safe Routes to School” project identified as the city of Warren’s multiuse bike path project and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of the costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

Be it further resolved that Lon Aune is hereby authorized to act on behalf of this applicant. **M/S/C – Miller, Vonasek**

Mr. Aune discussed ideas on tiling policies and affects on highway structures and drainage systems. The Board authorized Mr. Aune to draft a policy that the Board will consider at a subsequent meeting. **M/S/C – Kiesow, Vonasek**

Engineer Aune reported that the wheelage tax is bringing in about \$115,000 annually, for a total Of \$225,872 to date. These funds will be slated for future county road projects.

The following Commissioner/Committee reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Borowicz	Markit, Extension
Miller	Water Resource Advisory Committee, MST Watershed Advisory
Vonasek	Markit, Land of the Dancing Sky, MST Watershed Advisory, Northwest Mental Health
Kiesow	Water Resource Advisory Committee, Red River Basin Commission, NWRDC, Northwest Community Action
Bring	Markit, Extension, Howard Person Retirement, MRCC, MST Watershed Advisory

Auditor - Treasurer Peters covered the following items in his report:

1. 5-year Financial Report
2. Tax Collection Update
3. TNT Review
4. Extension Position update
5. Job Classification Consideration
6. County Program Aid Resolution Consideration

The Board approved a position classification change, promoting Darlene Bates to Human Resources/Payroll and Benefits Administrator, and to adjust the band and grade of this position to C-41, step 10, effective 1/1/16. **M/S/C – Miller, Kiesow**

The Board approved a position classification change, promoting Joel Praska to Senior Tax Specialist-Deputy Auditor/Treasurer, and to adjust the band and grade of this position to B-32, step 10, effective 1/1/16. **M/S/C – Vonasek, Bring**

#### **RESOLUTION 11-17-05**

#### **Affirming Marshall County's endorsement of the revised County Program Aid formula developed by the Association of Minnesota Counties' County Program Aid Work Group.**

WHEREAS, Minnesota's counties are mandated by the state to provide essential services in many program areas including human services, public safety, and transportation; and

WHEREAS, counties depend on County Program Aid ("CPA") for the financial sustainability of these state-mandated, county-administered services; and

WHEREAS, the current structure of the CPA formula, pursuant MS Chapter 447A.0124, creates considerable volatility in the fund's distribution, interfering with counties' abilities to accurately budget for essential services; and

WHEREAS, the current formula's inadequacies have also resulted in the dramatic reduction of funding for one-third of counties, that have lost at least 50 percent of their funding since 2005; and

WHEREAS, despite fluctuations over the past ten years, the state appropriation to the 2015 CPA is equal to the 2005 appropriation making it greatly depressed in terms of inflation; and

WHEREAS, a revised CPA formula in conjunction with additional funding will enable counties to continue to provide quality services that may also translate into reductions in county levies, decreasing the tax burden of Minnesota residents; and

WHEREAS, in October 2014, the Association of Minnesota Counties assembled the CPA Work Group including leadership from twenty counties and representatives from the Metropolitan Inter-County Association and the Minnesota Rural Counties Caucus to analyze and develop a CPA formula that reflects the pressing needs of Minnesota's counties; and

WHEREAS, the CPA Work Group unanimously approved a revised CPA formula that benefits all Minnesota counties by reducing volatility and ensuring a fair distribution of CPA; and

WHEREAS, the Board of Directors of the Association of Minnesota Counties that represents the diverse interests of Minnesota's 87 counties, voted to support the proposed CPA formula revisions; now, therefore,

BE IT RESOLVED, Marshall County endorses the following revisions to the Minnesota County Program Aid formula:

- A funding increase of \$40 million;
- The creation of a funding floor that guarantees each county \$350,000 in tax base equalization aid ("TBEA");
- Adjustments to the TBEA formula factors to slow down counties' loss of TBEA funding, including: an increase of the per capita factor to \$190 and a decrease of the county adjusted net tax capacity (ANTC) factor to 9 percent;
- The elimination of special funds and transition aid; and
- The creation of a 5% cap on annual CPA losses; ensuring no county will lose more than 5% of its funding each year. **M/S/C – Kiesow, Bring**

Veterans affairs were discussed with concerns for time needed to meet the needs of County Veterans. This will be looked at further to evaluate how best to manage the time needs in this department.

County Highway workloads were also discussed.

The Board adjourned the meeting at 12:25 p.m.

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CHAIRPERSON,  
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: \_\_\_\_\_  
MARSHALL COUNTY AUDITOR-TREASURER