

**OFFICIAL PROCEEDINGS**  
**MARSHALL COUNTY BOARD OF COMMISSIONERS**  
**Regular Board Meeting**  
**April 5, 2016 9:00 A.M.**  
**Marshall County Boardroom**

The Pledge of Allegiance was given.

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

The Board unanimously approved the April 5, 2016 meeting agenda with additions.  
**M/S/C – Vonasek, Borowicz**

The minutes from the March 15, 2016 Regular Board Meeting were approved with corrections with all commissioners voting affirmative. **M/S/C – Bring, Borowicz**

The Board met with Social Services Director Chris Kujava. The Board unanimously accepted a resignation letter from Child Protection Worker Jasmine Ramirez, thanking her for many years of service to the County. **M/S/C – Borowicz, Miller** The Board unanimously approved to rehire to fill this vacancy. **M/S/C – Vonasek, Bring**

**RESOLUTION 04-05-01**

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**  
**March 18, 2016**

**\$6,329.95**

**Commissioner Warrants**

**\$87,162.58**

**M/S/C – Bring, Vonasek**

All Commissioners voted in favor of Resolution 04-05-01.

Environmental Director Josh Johnston addressed the Board to provide updates on programs in his department as follows;

1. The County Hazardous Mitigation Plan will be completed soon and sent in for approval.
2. Red Cross Training was held recently with good attendance,
3. Severe Weather Awareness week will begin April 14 – tornado drill will be held.
4. Emergency Operations Plan is being updated.
5. The Marshall County Water Plan will need to be decided on how to move forward to create a new plan.
6. The Well Sealing program has new partner with SWCD paying 75%, County Share at 15%, and participant at 10%, stretching program dollars further.
7. Minnesota Planning and Zoning – Josh is now regional representative.
8. Solid Waste – Landfill will be open May 4<sup>th</sup>. State is still looking at landfill rules and we will need to see how this will affect our landfill. Mr. Johnston is looking at beginning tire recycling at the landfill. The Board unanimously approved to begin accepting tires at the landfill under this new proposed recycling program. **M/S/C – Borowicz, Bring**

Public Health Director Gail Larson provided a bimonthly update to the Board as follows;

1. Jon Linnell is the new CEO of North Valley Health Center.
2. Public Health is in the middle of moving to the old NWRDC building at 115 S. Main.

3. New Outreach is being promoted by sending letters to businesses and agencies, offering wellness screenings, blood pressure and body mass index testing, as well as cholesterol, glucose and hemoglobin screening.
4. Influenza activity is up and more widespread at this time – 1205 people have been hospitalized to date this year in Minnesota.
5. Participated in a State-wide exercise in response to disasters and how to handle health needs during a disaster event.
6. This is Public Health Week - will be doing more promotion toward this end once the move of their organization is completed.

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

**RESOLUTION 04-05-02**

WHEREAS, the following gross bids were received from the State of Minnesota Cooperative Purchasing Agreement for one (1) plow truck with specified equipment:

Truck: Nuss Truck & Equipment .....	\$115,638.00
Box/Hoist, Plow Equipment: Bert's Truck Equipment .....	\$68,543.00

AND WHEREAS, the bid from Nuss Truck & Equipment /Bert's Truck Equipment in the amount of \$184,181.00 has been determined to be the best bid based on total price for the specified truck.

NOW THEREFORE, be it resolved that the bid of Nuss Truck & Equipment and Bert's Truck Equipment be accepted for furnishing one (1) plow truck with specified equipment, and the County Highway Engineer be authorized to enter into a corresponding contract.

**M/S/C – Vonasek, Borowicz**

All Commissioners voting in favor of Resolution 04-05-02.

**RESOLUTION 04-05-03**

BE IT RESOLVED, that Marshall County does accept all bids for equipment rental as listed:

Anderson Brothers Construction	Art Laudal & Sons, Inc
Beito Repair	Blawat Construction, Inc
Blue Sky Blading	Brummund Excavating LLC
Conn Trucking LLC	Davidson Construction, Inc
Garry Gravel	Gowan Construction, Inc
Hedeem Construction, LLC	Higher Ground
Holter Repair & Trucking	Holthusen Construction Co.
Jeff Olson Construction	K & K Trucking Inc
KB Stump Removal	Kraulik Excavating
Lunke's, Inc	Mutnansky Construction
Nelson Excavating	Olson Construction
Reierson Excavating	R.J. Zavoral & Sons, Inc
Simmons Contracting	Thygeson Construction, Inc
Triple D Construction & Leasing	Wright Construction, TRF

**M/S/C – Borowicz, Bring**

All Commissioners voted in favor of Resolution 04-05-03

**RESOLUTION 04-05-04**

WHEREAS, the adopted Action Plan for the State of Minnesota states that all counties shall adopt a 3-5 Year Road & Bridge Construction Program, and

WHEREAS, it appears to the County Board of the County of Marshall that the plan attached hereto correctly depict the proposed 5-Year Road & Bridge Construction Program for Marshall County.

NOW THEREFORE BE IT RESOLVED by the County Board of the County of Marshall that the plan attached hereto is hereby approved and accepted as the proposed 5-Year Road Construction Program for Marshall County for the years 2016 through 2020. **M/S/C – Bring,**

**Vonasek**

All Commissioners voted in favor of Resolution 04-05-04

**RESOLUTION 04-05-05**

WHEREAS, the City of Grygla applied for federal funding for the purposes of their Safe Routes to School Pedestrian Project,

WHEREAS, Marshall County is acting as the fiscal agent to receive the federal funds to pay for this project,

WHEREAS, on February 29, 2016, bids were received by the City of Grygla and approved on March 14, 2016,

BE IT RESOLVED, that Marshall County, acting as fiscal agent for the City of Grygla will move forward to accept the following bids for SP 045-591-004, City of Grygla, MN Safe Routes to School:

Davidson Construction ..... \$331,438.20

NOW THEREFORE BE IT RESOLVED that the base bid of Davidson Construction, in the amount of \$331,438.20 be accepted, contingent upon DBE approval from the State of Minnesota Department of Transportation EEO Office and Minnesota Department of Transportation securing additional funding for the State portion of the project. **M/S/C - Miller, Borowicz**

All Commissioners voted in favor of Resolution 04-05-05

Mr. Aune discussed updates on the status of an employee that has been on medical leave. A request to add Fletcher Avenue for repairs has been made from the City of Warren as Johnson Avenue is being redone. This proposal is currently being reviewed for costs and possibilities. An update with our concerns with proposed legislation that would regulate ditch mowing was discussed. Interviews for the open maintenance position are now being conducted.

The Board unanimously approved to recess the regular meeting and open the Ditch Authority meeting. **M/S/C - Borowicz, Vonasek**

Landowner Tim Osowski was present. A proposal to allow Mr. Osowski to seed the banks of County Ditch 38 that had work done on it across approximately 7 miles in Bloomer and Big Woods Townships, with the cost of seed to come from the ditch system, received unanimous approval of the Ditch Authority. **M/S/C - Miller, Borowicz**

Mr. Aune shared photos of a completed tree cleaning project on County Ditch 23 that showed favorable results.

Unanimous approval was given to a ditch cleaning request on County Ditch 3 in Vega, Oak Park, and Warrenton Townships for 9 to 10 miles on this system. **M/S/C - Miller, Bring**

Chairman Kiesow closed the Ditch Authority meeting and reopened the regular meeting.

Veteran Service Officers Wayne Kilen and Brett Brandon addressed the Board. Mr. Brandon shared that numbers of veterans they serve has been increasing and the time that is needed to provide service has also increased on the local level. The Board asked that the officers provide service for 2016 as best as they can and to try stay within budget and utilize all resources at their disposal and that consideration for a change in time be reviewed for the 2017 budget. The Board thanked Wayne and Brett for their dedicated service provided to our veterans.

Building Maintenance Engineer Rodger Haugtvedt addressed the Board to review costs

and savings of converting the courthouse to LED lighting. Costs for LED lights for the entire courthouse are estimated at \$14,171.50, while savings would total \$10,000 per year. The Board approved to convert all courthouse lighting to LED bulbs, while utilizing the old bulbs at the highway department or other county facilities with Commissioners Vonasek, Borowicz, Bring and Kiesow voting in favor and Commissioner Miller abstaining from the vote due to personal conflicts. **M/S/C – Bring, Vonasek**

County Recorder Bev Lydeen addressed the Board regarding staffing. Ms. Lydeen and her staff will be evaluating duties within the office together and promoting duty changes and office space arrangements to best utilize employees and space and to move forward in a positive direction for the future of the office.

Commissioner Vonasek provided information on the possibility of purchasing a drone with a camera for use by the Mounted Posse and Sheriff's Office. The Posse can afford to purchase the drone but would need assistance with the purchase of an adequate camera. The Board suggested to review all grant and other funding options and to look into budgeting for this for 2017 if possible.

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

1. Tax Update – Taxes are out and collections are going well.
2. 5 Year Financial Report
3. Ditch Report through March
4. Enbridge/Governor Dayton Letter – this letter is from multiple Northwest Minnesota Counties, including Marshall County, asking for State support on the Enbridge Sandpiper and Line 3 replacement projects.
5. Warren SnoCat Club Resolution – Resolution number 04-05-06 approved.
6. Extension Memorandum of Agreement Addendum consideration. The Board unanimously approved an addendum to the current MOA that removed the .2 FTE AFNR Educator Position. **M/S/C – Bring, Borowicz**
7. Warren Fire Department correspondence regarding funding was reviewed.
8. The State of Minnesota Vehicle Services Building Lease received unanimous Board approval. **M/S/C – Borowicz, Bring**
9. The Board reviewed correspondence from the Minnesota Department of Human Services that commended Marshall County Social Services staff for perfect performance in meeting DHS Financial Reporting for 2015. The Board unanimously approved to extend gratitude to all County Social Services Staff on a job well done on receiving this superior acknowledgement from the DHS. **M/S/C – Bring, Miller**
10. Investment Report through 3/18/16
11. Lost Warrant Resolution – Resolution 04-05-07 approved
12. Approval Consideration for Deputy Auditor/Treasurer Administrative Assistant – The Board unanimously approved to hire Samantha Winger in this position at B-23 starting wage. **M/S/C – Bring, Borowicz**
13. Chief Deputy Status Change consideration. The Board unanimously approved the Chief Deputy Auditor Treasurer to be classified as a salaried position beginning 1/1/17. **M/S/C – Miller, Bring**
14. Ag Services Coordinator Position Adjustment Consideration. The Board unanimously approved to amend the status of time for the County Ag Coordinator position from .8 FTE to Fulltime County Employment, still sharing half of this position's time with Pennington County, due to a change with the University of Minnesota Extension that removed the .2 FTE ANFR position that went along with this County position, retroactive to 3/16/16. **M/S/C – Bring, Vonasek**
15. The Board unanimously approved a Health Insurance Settlement Contract with Brad Cook, as recommended by Benefit Attorney Darcy Hitesman and County Attorney Don Aandal. **M/S/C – Bring, Miller**
16. The Board reviewed correspondence from the MST Watershed in reference to a meeting on April 21, 2016 regarding JD 14 planning.

#### **RESOLUTION 04-05-06**

**BE IT RESOLVED**, that the Marshall County Board of Commissioners will act as legal sponsor for an application for funding to the State of Minnesota Department of Natural

Resources for maintenance of snowmobile/ski trails managed by the Warren Snocat Club.

**BE IT FURTHER RRESOLVED**, that upon approval of its application by the state, the Marshall County Board of Commissioners may enter into an agreement with the State of Minnesota for the above referenced project and that with all applicable laws and regulations as stated in the agreement.

**BE IT FURTHER RESOLVED**, that Marshall County is hereby authorized to serve as the fiscal agent for the above referenced project.

**BE IT FURTHER RESOLVED**, that this sponsorship will be in effect and continue until rescinded.

**ADOPTED BY MARSHALL COUNTY ON APRIL 5, 2016**

**M/S/C – Vonasek, Bring**

Resolution 04-05-06 received unanimous Board approval.

**RESOLUTION 04-05-07**

BE IT RESOLVED, Marshall County officials are directed to cancel an expired warrant #256816 dated October 23, 2015 issued to the University of Minnesota Extension, in the amount of \$1,500.00.

The Board also approves 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, Vonasek**

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Borowicz	Markit, 5 Year Road Plan, Employee Benefit Committee
Bring	5 Year Road Plan, MRCC, Markit, Living at Home Network
Kiesow	5 Year Road Plan, Red Lake Watershed Advisory, Joint Powers Natural Resource Board
Miller	Employee Benefit Committee, MST Watershed Meetings
Vonasek	MST Watershed, Markit, Posse Training, Land of the Dancing Sky, 5 Year Road Plan, Social Services Volunteer Recognition

The meeting was adjourned at 1:30 pm by Chairman Kiesow.

\_\_\_\_\_  
CHAIRPERSON,  
MARSHALL COUNTY BOARD OF COMMISSIONERS

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