

**OFFICIAL PROCEEDINGS**  
**MARSHALL COUNTY BOARD OF COMMISSIONERS**  
**April 19, 2016 9:00 A.M.**  
**Marshall County Boardroom**

The Pledge of Allegiance was given.

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

The Board unanimously approved the April 19, 2016 meeting agenda with additions.  
**M/S/C – Borowicz, Vonasek**

The minutes from the April 5, 2016 meeting were approved unanimously by the Board with corrections. **M/S/C – Borowicz, Miller**

Liz Dustin addressed the Board to discuss a compliance equipment fund purchase consideration. The Board unanimously approved a computer, printer, and two GIS Data layers purchase for a total of \$1750 from the compliance equipment fund. **M/S/C – Bring, Vonasek**

Josh Johnston, Environmental Services Director, addressed the Board to discuss the One Watershed One Plan. He recommends to work together with the Thief River Sub Watershed under the One Watershed One Plan to meet Marshall County's water plan needs. The Board unanimously approved to move forward under the One Watershed One Plan with the Thief River Sub Watershed of the Red Lake Watershed District and to request an extension of the current plan with the State. **M/S/C – Miller, Bring** Mr. Johnston would be agreeable to allow to change the feedlot officer designation, utilizing Environmental Services Technician Scott Jorgenson in this role. The Board will review this matter further.

Social Services Director Chris Kujava met with the Board.

**General Business**

Mr. Kujava provided reports on the following;

1. Legislative Update/MACSSA
2. OLA Report Mental Health Service and Jails
3. Child Protection Facts
4. 24/7 Child Protection
5. Volunteer Year End Report

**Personnel**

A cell phone business use policy and program is being developed by Director Kujava.

**Licensing and Contracts**

Building Office remodeling design plan options were reviewed.

**Director's Administrative Report**

Positive Quarterly Budget and Out of Home Placement Reports were shared.

**Authorizations**

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

County Engineer Lon Aune met with the Board.

**RESOLUTION 04-19-01**

WHEREAS, the Engineer in charge has filed his final certificate setting forth that the Contractor on SP 045-090-005 has completed the contract in accordance with plans and

specifications and the total cost of said job was \$205,226.44 and the balance due to the Contractor is \$19,761.32.

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 \$19,761.32 to Davidson Construction. **M/S/C – Vonasek, Miller** All commissioners voted in favor of Resolution 04-19-01

Highway Department Updates included:

1. Bid Letting for CSAH 5 project will be on May 17, 2016 at 11 am at the County Board meeting.
2. City of Warren – Johnson/Fletcher Avenue project – funding options, timelines and needs for projects on the 5 Year Road Plan were discussed. Mr. Aune will invite Warren City representatives to the next meeting to review this further.
3. The Board unanimously approved to hire Mike Fortier for the maintenance worker position at the B 24 starting step. **M/S/C – Bring, Borowicz**
4. Upcoming Right of Way Meetings:
  - a. Ericco Road, April 26th - Warren Highway Office – 9:30 am
  - b. CR 117, May 5th at 4 pm - Holt Community Center
5. Mr. Aune informed the Board that the Marshall County Highway Department has received a positive and satisfactory compliance review from the State on projects and reporting requirements.
6. Marshall County Park Sand and Beach Repair options were discussed.

Recorder Bev Lydeen addressed the Board. The Board accepted a letter from Kim Haugtvedt requesting a lateral position change from the Records office or a letter of resignation from the same.

Brett Brandon met with the Board to discuss how his time is distributed between Feedlot, Motor Vehicle, and Veteran Services.

**RESOLUTION 04-19-02**

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
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<b>Commissioner Warrants</b>	\$284,454.29
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**M/S/C – Vonasek, Miller**

All Commissioners voted in favor of Resolution 04-19-02.

**RESOLUTION 04-19-03**

PER DIEMS

Kenneth Borowicz	\$420.00
Gary Kiesow	\$300.00
LeRoy Vonasek	\$540.00
<u>Rolland Miller</u>	<u>\$240.00</u>
<b>Total</b>	<b>\$1500.00</b>

**M/S/C – Bring, Borowicz**

All Commissioners voted in favor of Resolution 04-19-03.

The Board discussed the policy for late payments at the County Park.

The Board unanimously approved to remove Brett Brandon from his duties at the Motor Vehicle Office and to allow his employment status to remain fulltime as County Veteran Service Officer West and County Feedlot Officer. **M/S/C – Bring, Borowicz**

The Board unanimously approved a lateral transfer of duties for Kim Haugtvedt from the Records Office to 50% Motor Vehicle and 50% Elections/Revenue Floater position.

**M/S/C – Bring, Vonasek**

Auditor Treasurer Peters presented the following in his report:

1. Introduction of Samantha Winger as the new Auditor/Treasurer Administrative Assistant employee.
2. County Program Aid Bill discussion
3. Insurance Meeting update
4. Brady Martz Audit Update
5. Consider Committee Appointment to Council of Aging. The Board unanimously approved the appointment of Joni Anderson to the Marshall County Council on Aging. **M/S/C – Bring, Borowicz**
6. Department of Commerce correspondence regarding Enbridge projects was shared.

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Borowicz	JD 11/21, Quin
Bring	Markit, Marshall County Council on Aging
Kiesow	Markit, JD 11/21, JD 13 Public Hearing, Water Resource Advisory Committee, 6 Township Board of Reviews
Vonasek	MST Watershed
Miller	Water Resource Advisory Committee, Markit, MST Watershed, JD 11/21

The meeting was adjourned at 1:20 p.m. by Chairman Kiesow.

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CHAIRPERSON,  
MARSHALL COUNTY BOARD OF COMMISSIONERS

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