

**OFFICIAL PROCEEDINGS**  
**MARSHALL COUNTY BOARD OF COMMISSIONERS**  
**May 17, 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 May 17, 2016 meeting agenda with additions.  
**M/S/C – Vonasek, Miller**

The minutes from the May 3, 2016 meeting were approved unanimously by the Board with corrections. **M/S/C – Bring, Vonasek**

**RESOLUTION 05-17-01**

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.

**Auditor Warrants**

May 9, 2016	\$20,572.48
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<b>Commissioner Warrants</b>	<b>\$294,341.01</b>
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**M/S/C – Vonasek, Miller**

All Commissioners voted in favor of Resolution 05-17-01.

**RESOLUTION 05-17-02**

	PER DIEMS
Kenneth Borowicz	\$180.00
Sharon Bring	\$360.00
Gary Kiesow	\$240.00
LeRoy Vonasek	\$180.00
Rolland Miller	\$180.00
Domita Mack	\$60.00
<b>Total</b>	<b>\$1,200.00</b>

**M/S/C – Borowicz, Bring**

All Commissioners voted in favor of Resolution 05-17-02.

The following Committee/Commissioner Reports were shared:

Borowicz	Markit
Bring	Markit, West Valley Equalization
Kiesow	NW Regional Development Commission, AMC Transportation Meeting, Espelie, Valley, City of Grygla Equalization Meetings, Radio Board
Vonasek	MST Watershed, Tri Valley, NW Mental Heath, Area Agency on Aging
Miller	MST Watershed

Social Services Director Chris Kujava met with the Board.

**General Business**

The Old Courtroom floor is getting scratched from movement of chairs and/or possibly tables for meetings. Solutions may be to get new chairs with wheels, floor cover runners, and utilizing meeting room one for larger meetings. Maintenance Engineer Rodger Haugtvedt was also present for this discussion. Costs for chair replacement will be obtained.

MSHO – Blues/Essentia discussion – Revenues for some counties have changed, but

for now it has stayed stable in Marshall County.

**Personnel**

Mr. Kujava will be interviewing for the open Social Worker position.

**Policy**

The Board reviewed a draft Social Services Cell Phone Policy and unanimously approved to move forward with the purchase of 7 to 9 cell phones to be used in the Social Services Department. **M/S/C – Bring, Borowicz**

**Director’s Administrative Report**

Mr. Kujava reported that he is waiting for design input regarding the office remodeling project.

**Authorizations**

Case Activity, Bills in the amount of \$103,033.96, and Director Actions received unanimous Board approval. **M/S/C – Vonasek, Miller**

Ag Service Director Bill Craig and Extension Educator Van Swanson addressed the Board to provide updates with the Ag and 4H Programs.

4H – the deadline to enroll for 4H was Monday, May 16<sup>th</sup>. 107 kids are currently enrolled in the County. Animal numbers are down slightly, but will still be adequate. Judges are in place for the fair. The food stand manager is still being sought, but Van has a candidate that should work out. The YELLO leadership program is coming up from June 8<sup>th</sup> thru the 11<sup>th</sup>. Washington Focus will be held in January this year during the Presidential Inauguration. Fashion Review, Performing Arts, and Demonstrations will be held June 21<sup>st</sup> at Newfolden. Van has recently participated in risk and safety training.

Ag Services – Mr. Craig has been doing some seed sampling from different County locations. All samples met compliance standards. A notice regarding control of noxious weeds has now been placed in the papers. Information regarding the recent freeze and crop damages was discussed. It was hardest on the sugar beet crop. 16 public applicator licenses were given. We are the only county in the area doing soybean plot work this year with 56 soybean varieties from 17 companies. There will be a field day later this year with the plots. Minnesota Corn Growers are offering nitrate testing at the UMC Crookston. Bill is trying to keep the public updated by utilizing radio programs. Mr. Craig recently attended a grant planning seminar and is working primarily on grants for replacement of the Marshall County Grandstand.

County Engineer Lon Aune and Mn DOT District State Aid Engineer Lou Tasa met with Board and reported on the following:

1. Warren - Johnson Avenue project – options were reviewed – Mr. Aune recommends that we stay within the 50% of the project costs and plan for the project as funds allow or if the County pays the entire costs to wait until 2018. The Board unanimously approved to place this project on the 5 Year Road Plan to be completed in 2018 or 2019, utilizing Municipal State Aid Funds. **M/S/C – Bring, Borowicz**
2. County Road 117 Project – Wetland issues are being addressed. Costs to move electricity poles are higher than expected at \$35,000.
3. Mr. Tasa invited the Commissioners to a Toward Zero Deaths Seminar at the Sanford Center in Bemidji at 8:30 am on May 25<sup>th</sup>.

Assistant County Engineer Rod Teigen brought in bids for the County Road 5 project from Stephen west to Highway 220. Bids were received as follows:

R.J. Zavoral and Sons, Inc	\$2,832,778.23
Gladen Construction, Inc.	\$2,943,479.38
Red Lake Builders, Inc.	\$3,018,668.07

The Bids will be reviewed and brought back for consideration by the Board on June 7th.

Andrew Gurbada and Robert Steblay from Smarter HSA addressed the Board to request an Agent of Record change from NexBen to their company for benefit and insurance management. HR Director Darlene Bates, Auditor Deputy Mandy Rosendahl and County Attorney Don Aandal were present for this discussion. The Board unanimously approved to name Smarter HSA as Marshall County's Insurance Agent of Record, effective as soon as can be implemented. **M/S/C – Bring, Borowicz**

The Board discussed with Mr. Aandal concerns regarding the recent watershed legal action against the County Sheriff and County Attorney. The Board will invite Watershed Representatives to the next meeting to discuss concerns regarding this action.

Auditor Treasurer Peters presented the following in his report:

1. Election Update – filing period begins today
2. Forfeited Tax Update – Certified Letters and Service by the Sheriff are next steps in the process.
3. Bremer Bank Correspondence service offer
4. MST Watershed Work Team Meeting Notice for Middle River Project
5. Thank you from Marshall County Early Childhood Initiative
6. NWRDC 2017 Budget Public Hearing Notice - pm on June 7<sup>th</sup> at the NWRDC office. A levy increase of 3% is proposed.
7. Tax Collection Update – going well. May 16<sup>th</sup> was last day to pay 1<sup>st</sup> half taxes without penalty.
8. Con Con Report – Report sent in to receive 85% of levy on State land in the Con Con area.
9. AMC District Meeting Announcement – June 9th at Springsteel Resort
10. State Board of Equalization letter showing no changes needed for 2017 County Assessments.
11. Resolution Establishing Absentee/Mail/UOCAVA Board
12. Appointment to County Park Board Consideration
13. Five Year Financial Report
14. Office Update

### **RESOLUTION 05-17-03**

#### **RESOLUTION ESTABLISHING THE MARSHALL COUNTY ABSENTEE/MAIL/UOCAVA (Uniformed and Overseas Citizens Absentee Voting Act) BALLOT BOARD**

**WHEREAS**, Minnesota Statute Section 203B.121 requires the governing body of each county with responsibility to accept and reject absentee/mail ballots to establish a ballot board; and

**WHEREAS**, The ballot board must consist of a sufficient number of election judges and staff members trained in the handling of absentee/mail ballots; and

**WHEREAS**, the duties of the ballot board are as specified in Minnesota Statutes Chapter 203B;

**NOW THEREFORE BE IT RESOLVED**, that there is hereby established an Absentee/Mail Ballot/UOCAVA Board pursuant to Minnesota Statutes Section 203B.13 Subd. 1 for the purpose of processing absentee/mail ballots cast by Marshall County citizens, and that this ballot board shall be reconvened and members appointed for each election held in the County of Marshall until adoption of a subsequent resolution by a future action of the Marshall County Board of Commissioners.

**BE IT ALSO RESOLVED**, that membership of and appointment to the Marshall County Absentee/Mail Ballot/UOCAVA Board shall be based upon requirements contained in Minnesota Statutes Chapter 203B and that a sufficient number of qualified individuals shall

be appointed to serve as absentee/mail ballot board members for each election held in Marshall County.

**BE IT FURTHER RESOLVED that** County Auditor Election staff and appointed trained election judges shall be named for the purpose of issuing absentee ballots to in-person voters pursuant to MN Statute Section 203B.081 are hereby appointed to the Marshall County Absentee/Mail Ballot/UOCAVA Board. **M/C/S – Bring, Borowicz**  
All Commissioners voted in favor of Resolution 05-17-03.

The Board appointed Kristi Evans to serve a three year term on the Marshall County Park Board. **M/S/C – Bring, Borowicz**

The meeting was adjourned at 1:15 p.m. by Chairman Kiesow.

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CHAIRPERSON,  
MARSHALL COUNTY BOARD OF COMMISSIONERS

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