

OFFICIAL PROCEEDINGS
MARSHALL COUNTY BOARD OF COMMISSIONERS
August 16, 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 approved the August 16th Agenda with additions. **M/S/C – Borowicz, Miller**

The minutes from the August 2, 2016 meeting were approved unanimously by the Board with corrections. **M/S/C – Miller, Bring**

RESOLUTION 08-16-01

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 Batch 1	\$24,875.84
Auditor Batch 2	\$81,867.33

Commissoner Warrants	\$682,660.38
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M/S/C – Borowicz, Vonasek

All Commissioners voted in favor of Resolution 08-16-01.

RESOLUTION 08-16-02

	PER DIEMS
Gary Kiesow	\$180.00
LeRoy Vonasek	\$60.00
Rolland Miller	\$300.00

Total	\$540.00
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M/S/C – Bring, Vonasek

All Commissioners voting in favor of Resolution 08-16-02.

The Board met with the Employee Benefit Committee to consider 2017 employee benefits. A COLA of \$.50/hour was approved in 2015. The Committee suggested compromise on requested benefits due to budget constraints. The following benefits were considered by the Board;

1. **Health Insurance** - \$25 increase approved. **M/S/C – Bring, Miller** Aye – Miller, Kiesow, Bring, Borowicz. Nay – Vonasek
2. **Exceptional Service Pay** – No changes unanimously approved. **M/S/C – Miller, Borowicz**
3. **Meal Allowance** – No changes unanimously approved. **M/S/C – Bring, Miller**
4. **Christmas Eve - Half day Holiday, when falls during the week** – The Board unanimously approved this request. **M/S/C – Miller, Bring**
5. **Allow Vacation Hours Lost to go to a Bank to be managed by the Board.** This request was denied by the Board. **M/S/C – Bring, Borowicz** Aye – Miller. Nay – Vonasek, Kiesow, Bring, Borowicz

Social Services Director Chris Kujava met with the Board.

General Business

A Marshall County Fair Booth Report was shared. Mr. Kujava thanked Coordinator Stacey Urbaniak and all the volunteers that assisted with this program. The Board unanimously accepted the report as given. **M/S/C – Bring, Vonasek**

Information was shared regarding changes in overtime laws.

Personnel

An update was given on the status of the hiring process for the open positions. Ads are out and interviews will be held as applications are received. Building plans are moving forward with looking at current building plans to formulate a final plan for office restructuring.

Director's Administrative Report

Mr. Kujava reviewed budget goals and future planning with the Board.

Authorizations

Case Activity, Bills of \$105,737.31 and Director Actions received unanimous Board approval. **M/S/C – Borowicz, Miller**

Sheriff Jason Boman met with the Board to request purchasing a canine unit for the Sheriff's Office. Initial costs are no more than \$23,000, with \$2500 per year thereafter. Mr. Boman would pursue grants and do fundraising first to fund this endeavor with any remaining funding from the Sheriff's current budget. The Board moved to allow Sheriff Boman to pursue obtaining a canine animal. **M/S/C – Bring, Vonasek** Aye – Miller, Vonasek, Bring, Borowicz. Nay – Kiesow

Sheriff Boman requested a promotion for Jail Administrator James Duckstad to Captain, with corresponding pay set at C-52. Step 10. The Board unanimously approved this request, beginning 9/1/16. **M/S/C – Vonasek, Borowicz**

Environmental Services Director Josh Johnston addressed the Board and received unanimous Board approval on the following two resolutions.

RESOLUTION 08-16-03

ADOPTION OF THE MARSHALL COUNTY ALL-HAZARD MITIGATION PLAN

WHEREAS, Marshall County has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

WHEREAS, the Act establishes a framework for the development of a County Hazard Mitigation Plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

WHEREAS, the Marshall County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

WHEREAS, the Marshall County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the Marshall County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Marshall County will maintain public participation and coordination; and

WHEREAS, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

WHEREAS, the Marshall County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

WHEREAS, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

NOW THEREFORE BE IT RESOLVED that Marshall County supports the hazard mitigation planning effort and wishes to adopt the Marshall County All-Hazard Mitigation Plan.

M/S/C – Miller, Bring

RESOLUTION 08/16/04

RESOLUTION OPTING-OUT OF THE REQUIREMENTS OF MINNESOTA STATUTES, SECTION 394.307

WHEREAS, on May 12, 2016, the Governor of Minnesota signed into law Chapter 111 of the 89th Legislature of the State of Minnesota establishing definitions and requirements for Temporary Family Health Care Dwellings, which was introduced during the 2016 legislature session as Senate File 2555 and House File 2497; and

WHEREAS, Chapter 111 amends Minnesota Statute § 394 which regulates county permitting and zoning processes by establishing new rules for the placement of Temporary Family Health Care Dwellings on residential property; and

WHEREAS, the Minnesota Association of County Planning and Zoning Administrators, the professional association for county planning and zoning staff in Minnesota, supports the concept of Temporary Family Health Care Dwellings; and

WHEREAS, Chapter 111 erodes local control of the permitting process; limiting a county’s ability to foster and guide development, and placing undue burden on county staff to forego standard permitting practices; and

WHEREAS, it is the intent of the Marshall County Board of Commissioners to protect the public health, safety, and general welfare of County residents and the environment of the County; and

WHEREAS, subdivision 9 of Minnesota Statute § 394.307 allows a county to “opt-out” of the regulations through the passage of a county board resolution; now therefore,

BE IT RESOLVED, Marshall County elects to regulate Temporary Family Health Care Dwellings through already existing permitting standards of the Marshall County Zoning Ordinance; and

BE IT RESOLVED, pursuant to authority granted by Minnesota Statutes, Section 394.307, Subdivision 9, the County of Marshall opts-out of the requirements of Minnesota Statute 394.307, which defines and regulates Temporary Family Health Care Dwellings.

M/S/C - Bring, Borowicz

County Highway Engineer Lon Aune addressed the Board. Middle Snake Tamarac Watershed annual report information was shared. The AMC Fall Policy Committee meeting will be in Alexandria on September 15 –16. There will be a bid letting for the Ericco Road on September 6th. September 20th will have a bid letting for the Bridge replacement over the Middle River between Bloomer and Middle River Township.

RESOLUTION 08-16-05

WHEREAS, the Engineer in charge has filed his final certificate setting forth that the Contractor on SAP 045-605-024 has completed the contract in accordance with plans and specifications and the total cost of said job was \$383,773.10 and the balance due to the Contractor is \$19,188.66.

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 \$19,188.66 to The Spruce Valley Corporation. **M/S/C – Bring, Borowicz** Resolution 08-16-05 received unanimous Board approval.

Bids for SAP 045-605-025 & SAP 045-070-003 – Overlay on CR 5 west of Stephen were opened as follows;

Knife River Materials	\$1,561,438.55
Central Specialties	\$2,020,547.88

Bids for SAP 045-617-015 – Grading of CSAH 17 in Fork Township were opened as follows:

Robert Dufault Excavating	\$295,146.86
Olson Construction	\$293,458.85
Knife River Materials	\$288,509.25
Gladen Construction	\$222,886.20
R.J. Zavoral & Sons	\$237,017.50
Sellin Brothers, Inc.	\$216,805.05

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

MnDOT is doing a project on Highway 219, north of Goodridge, replacing the bridges with box culverts. The Board unanimously approved to allow the replacement of MnDOT Bridge number 6911 on County Ditch 20 to a box culvert as proposed. **M/S/C – Bring, Vonasek**

The Board unanimously approved a cleaning request on County Ditch 16 between section 4 and 9 in Tamarac Township. **M/S/C – Borowicz, Miller**

Cattail spraying is currently being completed in the County.

The Board closed the Ditch Authority Meeting and reopened the regular meeting by unanimous vote. **M/S/C – Vonasek, Borowicz**

Sandy Bentley, Violence Intervention Project Executive Director, addressed the Board to present a request for funding of \$2000 from the County for 2017. A review of services offered to Marshall County citizens was presented. This request is being made proportionally to all Counties VIP serves.

Veteran Services Officer Brett Brandon addressed the Board to ask that the Board review how feedlots can be best handled in the future upon his status changing in 2017 to Countywide Veteran Services Officer. Mr. Brandon will honor any decisions the Board will make regarding these duties. The Board suggests monitoring feedlot time needs in 2017 before making any changes with the feedlot program.

The Board recessed for lunch at 12 pm and reconvened at 1 pm.

Lee Meier, Northwest Multi Housing and Redevelopment Authority Executive Director, Tammy Johnson, Marshall County HRA Board member, and Wynne Consulting representative John Wynne addressed the Board to provide an annual HRA report and Rural Business Enterprise Grant committee review. The Board requested to advertise the program in the local newspapers again to see if there is any interest from the public.

RESOLUTION 08-16-06

BE IT RESOLVED, that pursuant to advertisement for bids for SAP 045-617-015, Shoulder Grading, Aggregate Base, and Bridge No. 45154, on CSAH 17, the following bids were received:

Sellin Brother, In.	\$216,805.05
Gladen Construction, Inc.	\$222,886.20
R.J. Zavoral and Sons Inc.	\$237,017.50
Knife River Materials	\$288,509.25
Olson Construction TRF Inc.	\$293,458.85
Robert Dufault Excavating	\$295,096.86

NOW THEREFORE BE IT RESOLVED, that the bid of Sellin Brothers, Inc. in the amount of \$216,805.05 be accepted. **M/S/C – Bring, Miller** All Commissioners voted in favor of Resolution 08-16-06.

The Board met with Marshall County SWCD representatives Dan Thorstad, Darren Carlson and Janelle Kollin to review 2016 Programs and Activities, and 2017 Marshall County SWCD Budget and County allocation.

Tami Evavold, Valley Med Flight Business Development Specialist, Mark and Laurie Stromsodt, Lyzette Olson, Lisa Berg, Barb Geer, and Trudy Veselka from Middle River Fire and Ambulance, met with the Board to request that the County consider contracting with Valley Med Flight in 2017 for Countywide Air Ambulance Services. Those in attendance provided strong support for this proposal, indicating that the cost for the services offered by Valley Med Fight is reasonable and that it is imperative to their remote area to be able to receive prompt service and that lives will be saved. Roseau and Lake of the Woods Counties have contracted with Valley Med Flight for services.

County Recorder Bev Lydeen addressed the Board to provide an update regarding appointment legalities, future office employee planning needs, and to request consideration regarding a position adjustment. The Deputy Recorder Abstractor position received Board approval to be adjusted to B-32, Step 8 beginning 1/1/2017. **M/S/C – Borowicz, Miller** Aye – Borowicz, Miller, Bring. Nay – Vonasek, Kiesow Ms. Lydeen has slated 2017 in the Recorder’s Budget for 2017 to include the current open 4th position in this office.

County Assessor Russ Steer addressed the Board to request position adjustments in his office. The Board unanimously approved to adjust the two Assessor Administrative/Technology Positions to the C 41 level and to stay on the step each person holds currently at Step 3 and Step 10 respectively, effective 1/1/2017. **M/S/C – Bring, Vonasek**

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Borowicz	JD 11/21, Markit
Bring	Markit, Living at Home Network Report
Kiesow	JD 11/21, Buffer Meeting, Red Lake Watershed
Miller	Governor Meeting at NWRDC, Buffer Meeting
Vonasek	Markit, Tri Valley, Area Agency on Aging, Canvass Board, MST Watershed

Auditor Treasurer Peters presented the following in his report:

1. 5-year Financial Report was shared.
2. Governor Visit Report – Buffer concerns and County Program Aide were two County concerns brought forth to the Governor.
3. MST Watershed Manager Consideration – letters of interest will still be accepted
4. Election Update – 20% County voter turn-out for primary

The Board reviewed the 2017 County Budget.

The Board unanimously approved a position adjustment for the Building Maintenance Supervisor Position to B 31, Step 9, effective 1/1/2017. **M/S/C – Vonasek, Borowicz**

The meeting was adjourned at 4:29 p.m. by Chairman Kiesow.

CHAIRPERSON,
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
MARSHALL COUNTY AUDITOR-TREASURER