

OFFICIAL PROCEEDINGS
MARSHALL COUNTY BOARD OF COMMISSIONERS
December 20, 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.

Brent Silvis, MST Watershed Administrator, addressed the Board to discuss an opening on the MST Watershed Board as Jim Jubie has resigned from this position due to scheduling conflicts. The Board directed Auditor/Treasurer Peters to advertise to fill this position. He also stated they have no stand on the buffer issues at this time.

The Board approved the December 20th Agenda with additions. **M/S/C – Miller, Vonasek**

The minutes from the December 1st, 2016 meeting were approved unanimously by the Board with corrections. **M/S/C – Bring, Miller**

The minutes from the December 1st, 2016 Truth N Taxation meeting were approved unanimously by the Board as written. **M/S/C – Borowicz, Vonasek**

RESOLUTION 12-20-01

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	
12-9-16	\$14,321.82
12-9-16 (Settlement)	\$56,222.43
Commissioner Warrants	
12-20-16	\$301,522.56
12-20-16	\$ 78,505.21
12-20-16	\$ 55,812.63

M/S/C – Vonasek, Miller

All Commissioners voted in favor of Resolution 12-20-01.

RESOLUTION 12-20-02

	PER DIEMS
Gary Kiesow	\$ 180.00
Rolland Miller	\$ 60.00
LeRoy Vonasek	\$ 240.00
TOTAL	\$ 480.00

M/S/C – Vonasek, Bring

All Commissioners voted in favor of Resolution 12-20-02.

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Borowicz	Mar-Kit, AMC, MST Watershed Project Work Team Meeting, Extension, Quin Budget Meeting
Bring	AMC, Extension, Mar-Kit, Transportation Advisory Committee, AMC Extension, MST Watershed Project Work Team Meeting, Living at Home Network
Kiesow	Northwest Regional Radio Board, NWRDC Annual Meeting, Northwest Community Action, Enbridge Line Three Correspondence, MST Watershed Project Work Team

Miller Meeting
AMC
Vonasek MST Watershed, Mar-Kit, MST Watershed Project Work
Team Meeting, Tri-Valley, NW Mental Health

Social Services Director Chris Kujava met with the Board.

General Business

Board approval was given for a \$43,000 budget for office remodeling at Social Services. **M/S/C – Vonasek, Bring** Commissioner Miller abstained from the vote due to possible family conflicts of interest, with the remaining Commissioners voting affirmative.

The Blue Cross Targeted Case Management addendum changes were reviewed, showing a 50% reduction in payment reimbursements. Medicaid changes were also discussed.

The Board commended all Social Service staff for receiving a SNAP Timeliness Award with achieving a 100% rate from the Minnesota Department of Human Services with all Commissioners voting affirmative. **M/S/C – Bring, Miller**

Personnel

Mr. Kujava distributed Data Privacy agreements with the Board and Auditor/Treasurer.

Licensing and Contracts

Unanimous Board approval was given to the Northwest Mental Health Contract. **M/S/C – Vonasek, Borowicz**

Mr. Kujava reviewed a Memorandum of Understanding Agreement between Child Protection of Marshall County Social Services and the Marshall County Sheriff's Office and how the agencies interact in this regard.

All Commissioners voted affirmative to approve the Nexben Case Management Caseworks Contract. **M/S/C – Miller, Bring**

Director's Administrative Report

The Board commended Social Services Staff for their participation in the Declaration of County Tribal and State Health and Human Services Worker Day on December 14th. **M/S/C – Bring, Vonasek**

Mr. Kujava presented a Congregate Meal Report to the Board.

Authorizations

Case Activity, Bills of \$134,317.84 and Director Actions received unanimous Board approval. **M/S/C – Borowicz, Bring**

Josh Johnston, Environmental Services Administrator, addressed the Board for review and consideration of the Emergency Operations Plan. Unanimous Board approval was given to the review of the Emergency Operations Plan. **M/S/C – Bring, Borowicz**

Mr. Johnston discussed a meeting with the Newfolden Fire Department on training. A federal grant for fire departments for the three Counties of Marshall, Roseau, and Kittson has been approved for fire recruitment and retention. Mr. Johnston held a family assistance meeting to review emergency planning. The landfill accepted 53 semi loads from the fair grandstand and is accepting some other demo's today. The Two Rivers Watershed is planning to participate in a One Watershed, One Plan, which has less than 5% of the district in our County. Marshall County is not obligated to participate in this planning and will not be involved in this process. Josh will be consolidating all county ordinances into one to make it more user friendly for future changes.

Proposed FEMA Floodplain map changes were discussed and the possible effects on landowners.

County Highway Engineer Lon Aune addressed the Board.

RESOLUTION 12-20-03

Be it resolved that Marshall County agrees to act as sponsoring agency for a “Transportation Alternatives Program” project identified as the Richard P. Nelson Pedestrian Path – Diversion for 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 – Vonasek, Bring**

All Commissioners voted affirmative on Resolution 12-20-03.

RESOLUTION 12-20-04

WHEREAS, Marshall County entered into an Agreement with the State of Minnesota, Department of Transportation (MnDOT Agreement No. 1003282, (“Original Agreement”)); and

WHEREAS, the parties now desire to amend the Original Agreement due to additional construction costs

NOW THEREFORE, BE IT RESOLVED BY the Marshall County Board of Commissioners:

1. That the Marshall County Board of Commissioners approve the amendment to MnDOT Agreement No. 1003282, as presented to the commission;
2. That the proper County Officials are authorized to execute such amendments thereto.

M/S/C – Vonasek, Miller

All Commissioners voted affirmative on Resolution 12-20-04.

RESOLUTION 12-20-05

WHEREAS, the Engineer in charge has filed his final certificate setting forth that the Contractor on SAP 045-591-004 has completed the contract in accordance with plans and specifications and the total cost of said job was \$348,808.00 and the balance due to the Contractor is \$17,440.40.

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 \$17,440.40 to Davidson Construction.

M/S/C – Bring, Vonasek

All Commissioners voted in favor of Resolution 12-20-05.

Mr. Aune reviewed a realignment request on County Road 28 east of Newfolden with safety concerns due to the crooked road. No action was taken on this request at this time due to costs and setting precedence on a number of other similar county roads. Mr. Aune suggests utilizing signage first to provide proper road warnings in these areas of concern.

Mr. Aune, along with SWCD managers Danny Thorstad and Darren Carlson, NRCS Administrator Matt Waterworth and County Environmental Services Administrator Josh Johnston, met with the Board to review plans for future meetings with affected landowners that would address provisions of the state buffer law and compliance and funding options regarding the same. The group agreed to schedule up to three meetings over the winter months by invitation and public advertisements for landowners.

Auditor Treasurer Peters presented the following in his report:

1. Year-end Ditch Report
2. 5-year Financial Report was shared.
3. Consider NACO Membership
4. The Board unanimously approved the appointment of Paul Bergeron to the Marshall and Polk Rural Water System Board of Directors. **M/S/C – Borowicz, Bring**

5. Review Inclement Weather Policy – No changes made to current policy.
6. Consider Chief Deputy Auditor, Administrative Assistant Appointments
7. Review/Consider Elected Officials/Department Head Salaries for 2017
8. Sick Accrual Consideration
9. County Program Aid Discussion
10. A Brady Martz Audit letter was reviewed and answered by the Board regarding scope, objectives, and internal controls.
11. The Con Con Funding and Allocation process was reviewed.
12. An abatement of penalty request on parcel 11-0082-001 was considered with no action taken by the Board.
13. The Board unanimously approved a \$.50 COLA for all elected officials for 2017 to stay consistent with all employees' 2017 COLA's. **M/S/C – Borowicz, Miller**

The Board unanimously approved to appoint Jackie Maurstad as Chief Deputy Auditor/Treasurer and adjustment of wage to C-42, Step 10, effective 1/1/17. **M/S/C – Bring, Vonasek**

The Board unanimously approved to appoint Renae Yutzenka to Auditor/Treasurer Administrative Assistant and adjustment of wage to C-43, Step 10, effective 1/1/17. **M/S/C – Borowicz, Bring**

The Board unanimously approved to waive 2016 vacation year end limitations for one year due to constraints in coverage of long term medical leaves. **M/S/C – Borowicz, Vonasek**

The Board met with Assessor Steer to review Revenue Department vehicle needs.

The Board met with Jail Administrator Jim Duckstad to review the canteen budget process.

RESOLUTION 12-20-06

WHEREAS, Department Administrators within the County Government of Marshall County have presented proposed budgets to the County Board for 2017, and

WHEREAS, Said proposed budgets have been reviewed by the County Board and amended to a final budget amount for the following funds:

Revenue	\$6,434,215
Road & Bridge	\$7,938,975
Social Services	\$4,086,490
TOTAL	<u>\$18,459,680</u>

This provides for a Tax Levy for taxes to be collected in 2017 in the amount of \$6,324,815.

NOW THEREFORE BE IT RESOLVED, that the budget for 2017 is hereby approved for the tax levy amounts as follows:

Revenue Fund	\$4,583,298
Road & Bridge Fund	\$975,000
Social Services Fund	<u>\$900,000</u>
TOTAL	\$6,458,298
Less State Paid Aids	<u>\$133,483</u>
NET LEVY	<u>\$6,324,815</u>

M/S/C – Bring, Miller

All Commissioners voted in favor of Resolution 12-20-06.

The meeting was adjourned at 2:45 p.m. by Chairman Kiesow.

CHAIRPERSON,
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
MARSHALL COUNTY AUDITOR-TREASURER