

OFFICIAL PROCEEDINGS
MARSHALL COUNTY BOARD OF COMMISSIONERS
Regular Board Meeting
November 7, 2017 - 9:00 A.M.
Marshall County Boardroom

The Pledge of Allegiance was given.

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

The Board approved the November 7, 2017 meeting agenda with additions. **M/S/C – Vonasek, Borowicz (5,0)**

The minutes from the October 17, 2017 Regular Board Meeting were approved with corrections. **M/S/C – Bring, Kiesow (5,0)**

RESOLUTION 11-07-01

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	10/25/2017	\$735,807.40
	10/27/2017	\$312,707.96
Commissioner Warrants		\$273,372.05

M/S/C – Kiesow, Bring (5,0)

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Bring	Association of Minnesota Counties District Meeting
Kiesow	Red River Basin Executive Committee, Northwest Community Action, Northwest Regional Development
Miller	MST Watershed, Policy Committee, Employee Benefits Committee
Vonasek	MST Watershed, Policy Committee, Northwest Mental Health
Borowicz	Employee Benefit Committee, Corrections Advisory Committee

AMC Door prizes and Park internet services were discussed.

Ag Services Director Bill Craig met with the Board for an Annual Performance Review.

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

The Board approved the Market/Position Wage Adjustment plan for the Highway Department for 2018. **M/S/C – Vonasek, Bring (5,0)**

The Board recessed the Regular Meeting and opened the Ditch Authority Meeting. **M/S/C – Vonasek, Kiesow (5,0)**

A Public Hearing was called to order regarding a petition to allow new land to be drained into the County Ditch 44 system with corresponding payments for benefits from Orrin Knutson in SE1/4SE1/4, Section 15 of Oak Park Township. No persons were present for this hearing. Information regarding this proposal was shared by Engineer Aune. Mr. Aune indicated that no one came forward to express opposition to this petition.

Chairman Miller closed the Public Hearing and reopened the Ditch Authority meeting.

The Board approved to add the SE1/4SE1/4 of Section 15, Oak Park Township, Township 155N – 50W as a benefited area to the County Ditch 44 system. **M/S/C – Bring, Borowicz (5,0)** The Board also approved to charge no connection fees for adding this parcel to the CD 44 system. **M/S/C – Bring, Kiesow (5,0)**

Discussion was held regarding how to pay for possible modeling expenses regarding the CD 3/Swift Coolie project.

Commissioner Vonasek commented on concerns with ditch system culverts freezing solid from tiling projects.

Joint Ditch Authority meeting dates were shared by Mr. Aune.

The Board closed the Ditch Authority Meeting and reopened the Regular Board Meeting. **M/S/C – Vonasek, Borowicz (5,0)**

Mr. Aune indicated that interviews have now been completed for the open maintenance position. The Board approved to hire Paul Yutrzenka at B-24 - Step 1 for this position. **M/S/C – Vonasek, Borowicz (5,0)**

RESOLUTION 11-07-02

WHEREAS, the Engineer in charge has filed his final certificate setting forth that the Contractor on SAP 045-608-009 & 45-628-011 has completed the contract in accordance with plans and specifications and the total cost of said job was \$1,374,450.33 and the balance due to the Contractor is \$68,722.52.

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 \$68,722.52 to Knife River Materials. **M/S/C – Kiesow, Bring (5,0)**

Information on the State Mowing information was shared regarding delaying mowing until after August 1. Mr. Aune indicated that his position was iterated that this potential change would not cover county roadways.

Drainage Conference information was shared.

Mr. Aune requested to swap timelines for paving the highway parking lot to 2018 with Equinox replacement moved up to 2017 due to inability to complete the paving project this year. The Board approved this request. **M/S/C – Borowicz, Bring (5,0)**

Auditor-Treasurer Peters discussed the following for his report:

1. Ditch Report through September
2. Ditch Levy Consideration
3. MST Watershed Advisory Committee Notice
4. 2018 Benefits Sign up Report
5. Consider changes to Employee Handbook – The Board approved addendum to policy 8 under Sick Leave Donation and modifications to amounts paid under Exceptional Service Pay and Deferred Compensation County Match, effective 1/1/2018. **M/S/C – Kiesow, Vonasek (5,0)**
6. Review Out of State Travel Policy – no changes made to policy
7. Consider Matching Funds Request from SWCD – The Board approved a memorandum of agreement with the Marshall County Soil and Water Conversation District for fiscal year 2018 SWCD funding. **M/S/C – Bring, Kiesow (5,0)**
8. MST Watershed Information Request Update
9. Enbridge Tax Court Update
10. Classification Correction from 5/26/17 Board meeting – The Board corrected a job classification error from the 5/26/17 Board meeting, adjusting Assessor Administrative Assistant position to B-31-3 from initial start date. This classification was incorrectly stated at a scale of B-24-3 for Korina Longsdorf.

M/S/C – Borowicz, Bring (5,0)

11. Motor Vehicle Assistant Position Adjustment Consideration. Approval was given to adjust scale of Motor Vehicle 1st Assistant position held by Kim Haugtvedt to B-24-4, effective immediately. **M/S/C – Kiesow, Bring (5,0)**
12. Review Wage Adjustment Policy – The Board modified the County Wage Adjustment Policy to state that “This policy does not include Department Heads and Elected officials.” **M/S/C – Borowicz, Bring (5,0)**
13. MN USA Trail Meeting Notice
14. Forfeited Tax Update
15. MCIT Annual Report
16. Proposed Levy Comparison Information
17. Recorder Appointment Certification
18. Cost Allocation Report
19. TNT Information
20. Motor Vehicle Supervisor Deb Benson introduced new Motor Vehicle Assistant employee Phyllis Erickson to the Board. The Board welcomed Ms. Erickson to County employment and wished her well.
21. The Board approved the Market Adjustment Plan for Department Heads and Elected Officials over two years, approving funding for half of adjustment for 2018 and half for 2019. **M/S/C – Kiesow, Vonasek (5,0)**

Chairman Miller adjourned the meeting at 1:55 pm.

CHAIRPERSON,
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
MARSHALL COUNTY AUDITOR-TREASURER