

OFFICIAL PROCEEDINGS
MARSHALL COUNTY BOARD OF COMMISSIONERS
July 16, 2019 9:00 A.M.
Marshall County Boardroom

The Pledge of Allegiance was given.

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

The July 16, 2019 agenda was approved with additions. **M/S/C – Borowicz, Duckstad (5,0)**

The Board approved the July 2, 2019 and continued July 9, 2019 meeting minutes with corrections. **M/S/C – Miller, Bring (5,0)**

RESOLUTION 07-16-01

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 Warrants

July 8, 2019	\$13,174.80
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Commissioner Warrants

\$773,528.04

M/S/C – Duckstad, Miller (5,0)

RESOLUTION 07-16-02

PER DIEMS

Kenneth Borowicz	\$60.00
Sharon Bring	\$420.00
James Duckstad	\$180.00
Gary Kiesow	\$180.00
Rolland Miller	\$180.00
Samantha Winger	\$120.00

Total	\$1,140.00
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M/S/C – Borowicz, Duckstad (5,0)

WSB Right of Way Specialist Don Tollefson reported on the Minnesota Department of Transportation Highway One Project and Right of Way needs by the courthouse. The following resolution was approved.

RESOLUTION 07-16-03

Be It Resolved by the Board of Commissioners of Marshall County, Minnesota, which in consideration of One Thousand Eight Hundred dollars (\$1,800.00), to be paid by the State of Minnesota, Department of Transportation, allows the acquisition of land by direct purchase to the State of Minnesota the parcel described as follows:

That part of Tract A described below:

Tract A: Lot 1,2,3 and 4, Block 1, all of Block 11, vacated East Park Avenue, and the alley accruing thereto by reason of the vacation thereof, all in the Original Townsite of Warren, according to the plat thereof on file and of record in the office of the County Recorder in and for Marshall County, Minnesota; excepting therefrom the right of way of Trunk Highway No.1

as now located and established;

Which lies southerly of the following described line and its westerly extension: Beginning at a point on the south line of Tract A hereinbefore described, distant 8 feet easterly of its most westerly corner thereof; thence northwesterly to a point on the northwesterly line of said Tract A, distant 3 feet northeasterly from said most westerly corner and there terminating;

Together with that part of Tract A, hereinbefore described, which lies southerly of the following described line and its northeasterly extension: Beginning at a point on the south line of said Tract A, distant 15 feet westerly of its most easterly corner thereof; thence northeasterly to a point on the northeasterly line of said Tract A, distant 2 feet northwesterly from said most easterly corner and there terminating;

Also, a right to use the following described strip for highway purposes, which right shall cease on December 1, 2021, or on such earlier date upon which the Commissioner of Transportation determines by formal order that it is no longer needed for highway purposes:

A strip being that part of Tract A hereinbefore described, adjoining, northerly, westerly and easterly of the above described strips, which lines southerly of the following described line: Beginning at a point on the northeasterly line of said Tract A, distant 20 feet northerly (measured at right angles) from southerly line thereof; thence westerly parallel with said southerly line for 10 feet; thence southeasterly parallel with said northeasterly line to an intersection with a line run parallel with and distant 10 feet northerly of said southerly line; Thence westerly parallel with said southerly line to a point distant 12 feet westerly of the easterly line of Lot 9, said Block 11; thence northerly parallel with said easterly line to an intersection with a line run parallel with and distant 15 feet northerly (measured at right angles) of said southerly line; thence westerly on said parallel line to an intersection with a line run parallel with and distant 40 feet westerly of the east line of Lot 10, said Block 11; thence southerly parallel with said easterly line to an intersection with a line run parallel with and distant 10 feet northerly of said southerly line; thence westerly parallel with said southerly line to an intersection with a line run parallel with and distant 72 feet easterly of the easterly line of said Block 1 (when measured along said southerly line); thence northwesterly parallel to said easterly line to an intersection with a line run parallel with and distant 15 feet northerly (measured at right angles) of said southerly line; thence westerly on said parallel line for 12 feet; thence southeasterly parallel with said easterly line to an intersection with a line run parallel with and distant 5 feet northerly (measured at right angles) of said southerly line: thence westerly parallel to said southerly line to an intersection with the northwesterly line of said Tract A and there terminating;

Excepting therefrom the existing building, trees, retaining wall and landscaping situate thereon. **M/S/C – Bring, Duckstad (5,0)**

Social Services Director Chris Kujava met with the Board.

General Business

- A. Mr. Kujava introduced new Social Worker Sheena Maruska to the Board. The Board welcomed Ms. Maruska to County Employment and wished her well with her service with the County.
- B. Krissy McMahon – Daycare Discussion

Licensing and Contracts

- A. Emergency General Assistance Policy Change was approved. **M/S/C – Bring, Miller (5,0)**

Director's Administrative Report

- A. 2019 Budget Report – with Jeff Radeke and Deanna Swendseid
 - 1. Quarterly Report
 - 2. Out-of-Home Placement Report
- B. 2020 Budget Discussion

Authorizations

Case Activity, Bills of \$129,658.76, and Director Actions received Board approval.

M/S/C – Miller, Duckstad (5,0)

Highway Engineer Lon Aune addressed the Board.

The Board recessed the regular meeting and opened the Ditch Authority Meeting.

M/S/C – Bring, Miller (5,0)

Stuart Nordling was present to request reimbursement for correcting spoil leveling that was completed by a contractor on a County Ditch 3 cleaning project. The Board approved to reimburse Mr. Nordling for costs he incurred from County Ditch 3 funds. **M/S/C – Miller, Duckstad (5,0)**

Mr. Nordling requested as a Vega Township official to have some work done to level spoil banks next to a township road from a cleaning project on County Ditch 3.

The Board closed the Ditch Authority Meeting and reopened the regular meeting.

M/S/C – Borowicz, Bring (5,0)

1. Cattail Maps were reviewed
2. An agreement with ProWest for a ditch mapping app and a purchase of 4 notepads to be utilized for ditch mapping was approved to be paid from Riparian Aid Funds. **M/S/C – Bring, Miller (5,0)**
3. A Safety Meeting with State Patrol in reference to the new hands free law was discussed.
4. A Wetland Bank Request in Como Township was discussed.

Recorder Linda Hamrick and Chief Deputy Recorder Mary Hamm addressed the Board regarding office structure and position changes. The Board approved to promote Kiley Hamrick to Deputy Recorder/Abstractor at B 32-2. **M/S/C – Duckstad, Bring (5,0)**

Sheriff Jason Boman and Deputy Mark Ellerbusch provided a 2020 Budget Review to the Board.

Maintenance Supervisor Rodger Haugtvedt and Johnson Controls representatives Nick Thomes, Josh Woinarowicz and Chad Clemetson met with the Board to discuss a Chiller System Proposal for the courthouse. Mr. Haugtvedt reviewed quotes for exterior wood door refinishing with the Board.

Assessor Russ Steer and Appraiser Alison Wall met with the Board regarding the open Appraiser position. The Board approved to hire Ryan Larson as Appraiser at B 31-start step beginning September 3, 2019. **M/S/C – Duckstad, Borowicz (5,0)**

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Borowicz	Marshall County Park Board, Mar-Kit, Quin
Bring	Mar-Kit, Marshall County Park Board
Kiesow	NWRDC
Miller	MST Watershed, Mar-Kit
Duckstad	MST Watershed, Northwest Emergency Communications Board

Auditor-Treasurer Peters provided the following for his report:

1. 2020 Budget Review
2. Nationwide/Minnesota Deferred Comp Borrowing Option – The Board approved to allow this option. **M/S/C – Borowicz, Duckstad (4,1) Aye – Borowicz, Bring, Duckstad, Kiesow. Nay - Miller**
3. Investment Update

4. A Revenue Department Restructuring and Appointment Memorandum of Understanding was reviewed.

Commissioner Duckstad left the meeting at 2:30 p.m.

The Board approved to purchase a 2019 Polaris 900 Side by Side from Hubert's in Thief River Falls for the Marshall County Park. **M/S/C – Bring Borowicz (4,0)**

The meeting was adjourned at 3:00 p.m. by Chairperson Kiesow.

CHAIRPERSON,
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
MARSHALL COUNTY AUDITOR-TREASURER