

**OFFICIAL PROCEEDINGS**  
**MARSHALL COUNTY BOARD OF COMMISSIONERS**  
**August 20, 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, Jim Duckstad, and Auditor-Treasurer Scott Peters present.

Assessor Russ Steer informed the Board during open forum of his vacation plans in September.

The Board approved the August 20, 2019 meeting agenda with additions. **M/S/C – Bring, Borowicz (4,0)**

The minutes from the August 6, 2019 meeting were approved. **M/S/C – Borowicz, Duckstad (4,0)**

**RESOLUTIONS 08-20-01**

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 Warrants**

8/9/2019 \$12,162.85

**Commissioner Warrants**

**\$487,897.41**

**M/S/C – Duckstad, Bring (4,0)**

**RESOLUTION 08-20-02**

PER DIEMS

Sharon Bring	\$120.00
James Duckstad	\$180.00
Gary Kiesow	\$300.00
Domita Mack	\$60.00
Rolland Miller	\$240.00

**Total \$900.00**

**M/S/C – Duckstad, Bring (4,0)**

Veteran Services Officer Brett Brandon and Assistant Sue Peterson met with the Board to provide Civil War Veteran headstone dedication information for a veteran from that era that is buried in the Warren Cemetery named John Tatro. A ceremony to commemorate this dedication will be held September 19 at 10:00 am at the cemetery.

Recorder Linda Hamrick and Chief Deputy Recorder Mary Hamm presented a 2020 Recorder Budget Overview.

Social Services Director Chris Kujava met with the Board.

**General Business**

- A. Eligibility Specialist Pam Hesse provided information on the Medical Assistance for Employed Persons with Disabilities (MA-EPD) program.
- B. Re - Procurement information on health plans was shared.

**Personnel**

A. Masters Degree Accommodations Information

**Director's Administrative Report**

A. 2020 Budget Update

**Authorizations**

Case Activity, Bills of \$167,124.72, and Director Actions received Board approval.

**M/S/C – Bring, Borowicz (4,0)**

Building Maintenance Engineer Rodger Haugtvedt met with Board to review future building projects and needs and options to pay for the same, including exterior doors and a chiller system. Sue Peterson was also present to review grant options for the County relating to building updates. The Board approved to move forward with applying for the Conditions and Assessment Grant and other applicable grants to secure placement of the courthouse on the National Register of Historic Places. **M/S/C – Duckstad, Bring (4,0)**

Multi County Housing Executive Director Charity Brault, Housing Representatives Lee Meier and Heather Harbott and Marshall County Multi County Housing Board Representative Tammy Johnson provided a 2019 Annual Report and 2020 Levy Update to the Board.

Bids for Highway 11 Project SAP 045-611-007 were opened by Engineer Aune, Assistant Engineer Rodney Teigen and Fiscal Supervisor David Lansing and the following agenda items were presented:

Agassiz Asphalt, LLC	no addendum – bid not read
R.J. Zavoral and Sons, Inc.	\$1,954,426.79
Mark Sand & Gravel Co.	\$2,206,955.44
Knife River Materials	\$1,835,304.16

1. Resolutions
  - a. Authorization final payment on Project SAP 045-599-157.
  - b. Authorization to award Spraying Contract to Larson Helicopter.
  - c. The Board authorized the Highway Department to identify excess equipment at the Department and to proceed with appropriate sale of the same. **M/S/C – Bring, Duckstad (4,0)**
2. Highway Department Updates
  - a. Project SAP 045-653-004
    - i. Culverts and some ditch work being done as maintenance by County Forces and a contractor.
  - b. Project SP 045-598-021 Bridge on County Road 144.
  - c. Paving projects
    - i. SAP 045-606-030 is done.
    - ii. SAP 045-624-004 is done.
    - iii. SAP 045-607-012 working on final lift.
    - iv. SP 045-607-011 working on final lift.
3. General Discussion/ Employee Items
  - a. 2020 Budget Overview
4. Ditch Items
  - a. Cattail Maps

**RESOLUTION 08-20-03**

WHEREAS, the Engineer in charge has filed his final certificate setting forth that the Contractor on SAP 045-599-157 has completed the contract in accordance with plans and specifications and the total

cost of said job was \$64,598.00 and the balance due to the Contractor is \$3,015.00.

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 \$3,015.00 to Olson Construction TRF, Inc. **M/S/C – Bring, Duckstad (4,0)**

**RESOLUTION 08-20-04**

BE IT RESOLVED, that pursuant to advertisement for bids for furnishing and applying cattail spraying, the following bid was received:

Larson	Helicopters,	LLC \$225.00 Per Mile – Ground Spraying
.....		\$375.00 Per Mile – Aerial Spraying

NOW THEREFORE BE IT RESOLVED, that the bid of Larson Helicopters, LLC in the amount of \$225.00/Mile Ground and \$375.00/Mile Aerial be accepted. **M/S/C – Borowicz, Bring (4,0)**

The Board recessed the Regular Meeting and opened the Ditch Authority Meeting. **M/S/C – Borowicz, Duckstad (4,0)**

Mr. Aune indicated that spraying of cattails as identified by the Commissioners on their respective ditch systems will occur soon.

A cleaning request on County Ditch 27 in Moylan Township in sections 15 through 18 was approved. **M/S/C – Borowicz, Duckstad (4,0)**

Information on a JD 11 cleaning project was discussed.

The Board closed the Ditch Authority Meeting and reopened the Regular Meeting. **M/S/C – Bring, Duckstad (4,0)**

The Board met with Marshall County Park managers John and Sandy Lubitz regarding a property damage/personal injury accident at the park. County Park employee Steven Budziszewski, Park Board member Alysa Tulibaski, County Attorney Don Aandal and Sheriff Jason Boman were also present at this time. The Board approved to have Mr. Budziszewski work 69 hours as non paid time toward restitution to cover the deductible for damages incurred on the Polaris Ranger from his careless driving. **M/S/C – Duckstad, Borowicz (4,0)**

The Board approved to classify the position of Crime Victims Advocate at B-32-5 plus hazard pay beginning 1/1/2020. **M/S/C – Borowicz, Duckstad (4,0)**

The Board reviewed the 2020 County Budget and Levy.

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Borowicz	Mar-Kit, Marshall County Park
Bring	Mar-Kit, Marshall County Park, Northwest Regional Transportation Coordinating Council
Kiesow	Mar-Kit, One Watershed One Plan, Northwest Community Action, Red River Basin Executive Committee
Duckstad	AMC/MCIT Commissioner Meeting Law Meeting, MST Watershed, Tri Valley

Auditor-Treasurer Peters provided the following for his report:

1. RSVP Information
2. Veterans Memorial Update
3. Daycare Meeting Update
4. Forfeited Tax Update
5. UFO Car – The Board approved to declare the old 1977 Sheriff’s Office Ford four

door LTD Squad car currently at the Marshall County Historical Society as excess property and to donate this vehicle to the Marshall County Historical Society as an exhibit, transferring ownership to the Society with the understanding that the Society gives the County first chance to reclaim this vehicle if no longer desired at the Society as a display. **M/S/C – Duckstad, Bring (4,0)**

6. Park Trail Grant Information
7. Revenue Restructuring and Appointment Memorandum – received Board approval effective 9/1/19. **M/S/C – Duckstad, Borowicz (5,0)**
8. Area Commissioner Survey On Benefits was reviewed

**RESOLUTION 08-20-05**

BE IT RESOLVED, that pursuant to advertisement for bids for SAP 045-611-007, Bituminous Milling and Surfacing, the following bids were received:

Knife River Materials	\$1,835,304.16
R.J. Zavoral and Sons, Inc.	\$1,954,426.79
Mark Sand and Grael Co.	\$2,206,955.44

NOW THEREFORE BE IT RESOLVED that the bid of Knife River Materials in the amount of \$1,835,304.16 be accepted. **M/S/C – Borowicz, Duckstad (4,0)**

The meeting was adjourned at 3:12 p.m. by Chairperson Kiesow.

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CHAIRPERSON,  
MARSHALL COUNTY BOARD OF COMMISSIONERS

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