

OFFICIAL PROCEEDINGS
MARSHALL COUNTY BOARD OF COMMISSIONERS
December 17, 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.

The Board approved the December 17, 2019 meeting agenda with additions. **M/S/C – Bring, Duckstad (4,0)**

The minutes from the December 5, 2019 Regular meeting were approved. **M/S/C – Bring, Borowicz (4,0)**

The minutes from the December 5, 2019 Truth in Taxation meeting were approved. **M/S/C – Duckstad, Borowicz (4,0)**

RESOLUTION 12-17-01

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.

Commissioner Warrants **\$525,976.21**

M/S/C – Borowicz, Bring (4,0)

RESOLUTION 12-17-02

PER DIEMS

Kenneth Borowicz	\$60.00
Sharon Bring	\$120.00
James Duckstad	\$180.00
Gary Kiesow	\$180.00
Rolland Miller	\$240.00
Samantha Winger	\$60.00

Total **\$840.00**

M/S/C – Borowicz, Duckstad (4,0)

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Borowicz	Truth in Taxation, Extension Committee, AMC
Bring	Extension Committee, Truth in Taxation, AMC, Minnesota Rural Counties
Kiesow	Truth in Taxation, Northwest Regional Development Commission, Minnesota Rural Counties, AMC
Duckstad	Tri Valley, MST Watershed, Northwest Mental Health, Truth in Taxation, AMC

Social Services Director Chris Kujava met with the Board.

General Business

A. Refugee Declaration Discussion

B. Collaborative Update

C. DHS Repayment Information – The Board approved to send a letter to DHS stating that we will not be paying for billing errors from the Department of Human Services for Substance Abuse Disorders and Mental Disease payments. **M/S/C – Bring,**

Duckstad (4,0)

Personnel

- A. The Board thanked Stacey Urbaniak and all the volunteers for their work with the Sharing Tree Christmas Project and Gift Baskets. **M/S/C – Bring, Borowicz (4,0)**

Licensing and Contracts

- A. The Northwestern Mental Health Center Contract was approved. **M/S/C – Bring Duckstad (4,0)**
B. The TriMin Systems Contract was approved. **M/S/C – Borowicz, Bring (4,0)**

Director's Administrative Report

- A. The Local Advisory Council 2019 Report was shared and approved. **M/S/C – Duckstad, Bring (4,0)**

Authorizations

Case Activity, Bills \$137,908.38, and Director Actions received Board approval. **M/S/C – Borowicz, Bring (4,0)**

Assessor Russ Steer provided a Year-End report to the Board.

1. Clerical Errors Report – submitted to Board as required by Statute
2. Passports – have completed 115 through November 2019
3. Budget Review – 2019 will be exceeded slightly due to new hire and State Certification Requirements
4. Office Education Requirements were discussed
5. 2020 office preview was discussed

Veterans Service Officer Brett Brandon provided a Year-End Report to the Board. The new office space is a nice addition for providing service to Veterans. Mr. Brandon thanked that Board for their support for Veterans Services. His office has had a total of 3855 Veteran visits in 2019, with 211 new Veterans served. Mr. Brandon is pleased with the success they are having providing impactful services to our Veterans.

County Engineer Lon Aune addressed the Board on the following:

Resolutions/Agreements

- a. Authorization final payment on Various Projects

RESOLUTION 12-17-03

WHEREAS, the Engineer in charge has filed his final certificate setting forth that the Contractor on SP 045-607-011 has completed the contract in accordance with plans and specifications and the total cost of said job was \$540,171.39 and the balance due to the Contractor is \$0.00.

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 \$0.00 to Agassiz Asphalt, LLC. **M/S/C – Bring, Duckstad (4,0)**

RESOLUTION 12-17-04

WHEREAS, the Engineer in charge has filed his final certificate setting forth that the Contractor on SAP 045-607-012 has completed the contract in accordance with plans and specifications and the total cost of said job was \$566,079.95 and the balance due to the Contractor is \$28,304.00.

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 \$28,304.00 to Agassiz Asphalt, LLC. **M/S/C – Borowicz, Duckstad (4,0)**

RESOLUTION 12-17-05

WHEREAS, the Engineer in charge has filed his final certificate setting forth that the Contractor on CP 104:17 has completed the contract in accordance with plans and specifications and the total cost of said job was \$296,610.43 and the balance due to the Contractor is \$40,111.80.

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 \$40,111.80 to R.J. Zavoral & Sons, Inc. **M/S/C – Duckstad, Bring (4,0)**

RESOLUTION 12-17-06

WHEREAS, the Engineer in charge has filed his final certificate setting forth that the Contractor on SP 045-598-023 has completed the contract in accordance with plans and specifications and the total cost of said job was \$710,335.41 and the balance due to the Contractor is \$2,684.75.

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 \$2,684.75 to Korby Contracting Co., Inc
M/S/C – Borowicz, Bring (4,0)

Highway Department Update

- a. Moose River Bridge Alignment Process Discussion

General Discussion:

- a. Coordinator For One Watershed One Plan – discussed utilizing a current Highway Employee
- b. Memorandum of Cooperative Agreement on the Thief River Planning on One Watershed One Plan

Sheriff Jason Boman provided a Year-End report to the Board.

1. Seized Vehicles – Fund has about \$12,000 currently – New shed is near full and well utilized – using Craig’s List for sales. Trying to use one vehicle for County purposes
2. Jail has seen income of nearly \$12,000
3. Gun permits – generated \$14,000 income in 2019 – funds used for office equipment
4. Civil Service has generated over \$40,000 this year
5. Had a higher number of deaths this year
6. Welfare Checks were higher in 2019
7. Discussed recent apartment fire in Argyle and cooperation between 11 Fire Departments
8. Personnel Utilization Discussion
9. Mr. Boman thanked the Board for their support of the Sheriff’s Office

Auditor-Treasurer Peters provided the following for his report:

1. Property Cleanup/Public Health Cleanup Discussion
2. Marshall Polk Rural Water System Board Appointment – The Board appointed Earl Pawlowski to a three year term on this Board. **M/S/C – Borowicz, Duckstad (4,0)**
3. Five Year Financial Report
4. MCIT Annual Meeting Information
5. The Board accepted a letter of resignation from Auditor/Treasurer Payroll Clerk Katie Weber. The Board thanked Ms. Weber for her time with Marshall County and wished her well. The Board further approved to advertise to fill the upcoming vacancy. **M/S/C – Duckstad, Bring (4,0)**
6. The Board approved the Resolution for Final 2020 Tax Levy and County Budget
7. Unclaimed Property Resolution was approved
8. Enbridge PUC Upcoming Meeting on December 19 in Duluth

RESOLUTION 12-17-07

WHEREAS, Department Administrators within the County Government of Marshall County have presented proposed budgets to the County Board for 2020, and

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

Revenue	\$7,766,891
Road & Bridge	\$9,507,718
Social Services	\$3,947,700
TOTAL	<u>\$21,222,309</u>

This provides for a Tax Levy for taxes to be collected in 2020 in the amount of \$6,844,196.

NOW THEREFORE BE IT RESOLVED, that the budget for 2020 is hereby approved for the tax levy amounts as follows:

Revenue Fund	\$5,236,768
Road & Bridge Fund	\$1,100,000
Social Services Fund	\$1,050,000
TOTAL	\$7,386,768
Less State Paid Aids	<u>\$542,572</u>
NET LEVY	<u>\$6,844,196</u>

M/S/C – Duckstad, Bring (4,0)

RESOLUTION 12-17-08

BE IT RESOLVED, Marshall County officials are directed to cancel a lost warrant #254964 dated August 18, 2015 issued to Community Properties, in the amount of \$400.00.

BE IT RESOLVED, Marshall County officials are directed to cancel a lost warrant #256790 dated October 23, 2015 issued to Lifecare Medical Center, in the amount of \$1000.00

The Board also approved to waive the furnishing of a bond and authorizes said office to reissue new warrants in the above amounts using new warrant numbers. **M/S/C – Borowicz, Bring (4,0)**

The Board discussed Park Manager, budget and to obtain information from other counties regarding management of park.

The meeting was adjourned at 2:10 p.m. by Chairperson Kiesow.

CHAIRPERSON,
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
MARSHALL COUNTY AUDITOR-TREASURER