

**OFFICIAL PROCEEDINGS**  
**MARSHALL COUNTY BOARD OF COMMISSIONERS**  
**April 17, 2018 9:00 A.M.**  
**Marshall County Boardroom**

The Pledge of Allegiance was given.

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

The Board approved the April 17, 2018 meeting agenda with additions. **M/S/C – Vonasek, Kiesow (5,0)**

The minutes from the April 3, 2018 meeting were approved with corrections. **M/S/C – Borowicz, Miller (5,0)**

GIS Coordinator Liz Dustin provided an office activity update to the Board. The Board approved an agreement with Pennington County for lease of a Geographic Information Systems (GIS) Server. **M/S/C – Kiesow, Miller (5,0)**

**RESOLUTIONS 04-17-01**

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.

**Auditor Warrants**

4/6/2018 \$25,028.47

**Commissioner Warrants \$212,062.22**

**M/S/C – Borowicz, Vonasek (5,0)**

**RESOLUTION 04-17-02**

PER DIEMS

Sharon Bring	\$180.00
Gary Kiesow	\$300.00
Domita Mack	\$120.00
Rolland Miller	\$180.00
LeRoy Vonasek	\$240.00
<b>Total</b>	<b>\$1020.00</b>

**M/S/C – Vonasek, Kiesow (5,0)**

Social Services Director Chris Kujava met with the Board.

**General Business**

- A. Child Protection Grant Award – All Standards were met by Marshall County
- B. Minnesota Association of County Social Service Administrators (MACSSA) Legislative Update

**Director's Administrative Report**

- A. The Board authorized Marshall County to act as fiscal host for the Northwest Mental Health Center Community Living Infrastructure Grant Proposal. **M/S/C – Vonasek, Kiesow (5,0)**
- B. Annual Report
- C. Quarterly Report
- D. Out of Home Placement Report

**Authorizations**

Case Activity, Bills of \$101,135.87 and Director Actions received Board approval.

**M/S/C – Borowicz, Miller (5,0)**

County Engineer Lon Aune addressed the Board.

**Resolutions/Agreements**

- A. Authorizing the purchase of two 14 foot Landpride Rotary Mowers
- B. Authorizing the purchase of one pull behind Handy Hitch Packer
- C. Approval of the 5 year Road and Bridge Plan

**Highway Department Updates**

- A. Exempt Snow Plowing Hours will be evaluated at the May meeting
- B. Bid Letting information – the 4/17/18 Bid opening was postponed as addendum was added – will be rescheduled for May 1<sup>st</sup> at 11:00 am.

**General Discussion**

- A. Permitting Information and the Watershed Rule Process from April 16 MST Watershed Meeting was shared
- B. Enbridge Line 3 permit information
- C. Joint Ditch meetings are being set up
- D. One Watershed One Plan Update

**RESOLUTION 04-17-03**

WHEREAS, the following quote was received for the purchase of two (2) 14' LANDPRIDE Rotary Cutters with trade-in:

Evergreen Implement.....\$18,000.00

AND WHEREAS, the quote of Evergreen Implement Co. for \$18,000.00 has been determined to be the best quote.

NOW THEREFORE, be it resolved that the quote of Evergreen Implement Co. be accepted for furnishing two (2) LANDPRIDE (14') RCM5014 Rotary Cutter Mowers and the County Highway Engineer be authorized to purchase two (2) LANDPRIDE (14') RCM5014 Rotary Cutter Mowers for \$18,000.00.

**M/S/C – Vonasek, Miller (5,0)**

**RESOLUTION 04-17-04**

WHEREAS, the following quote was received for the purchase of one (1) 2018 Handy Hitch Manufacturing Inc. 16 Packer

RDO Equipment Co.....\$22,538.00

AND WHEREAS, the quote of RDO Equipment Co. for \$22,538.00 has been determined to be the best quote.

NOW THEREFORE, be it resolved that the quote of RDO Equipment Co. be accepted for furnishing one (1) 2018 Handy Hitch Manufacturing Inc. 16 Packer and the County Highway Engineer be authorized to enter into a corresponding contract.

**M/S/C – Vonasek, Borowicz (5,0)**

**RESOLUTION 04-17-05**

WHEREAS, the adopted Action Plan for the State of Minnesota states that all counties shall adopt a 3-5 Year Road & Bridge Construction Program, and

WHEREAS, it appears to the County Board of the County of Marshall that the plan attached hereto correctly depict the proposed 5-Year Road & Bridge Construction Program for Marshall County.

NOW THEREFORE BE IT RESOLVED by the County Board of the County of Marshall that the plan attached hereto is hereby approved and accepted as the proposed 5-Year Road Construction Program for Marshall County for the years 2018 through 2022. **M/S/C – Miller, Vonasek (5,0)**

Auditor-Treasurer Peters provided the following for his report:

1. Watershed Manager Ad has been placed
2. Investment Update – rates have been increasing
3. Forfeited Tax Sale – One nine acre parcel in Lincoln Township will be considered for sale. The sale will be held May 1, 2018 at 2:00 pm. at the Courthouse.
4. 2018 Forfeited Tax Update – Has been posted and is being published. Sheriff will serve notices next month.
5. 2018 Tax Update
6. 2017 Audit Update – week of April 23<sup>rd</sup>
7. 2016 State Auditor Desk Review Correspondence
8. The Computer Professional Services Contract and Mid State Computer Collaborative Joint Powers Agreement were approved by the Board. **M/S/C – Miller, Borowicz (5,0)**
9. A purchase of two headsets for the Assessor and Auditor/Treasurer offices for \$504.06 was approved by the Board to be paid from the Recorders Compliance Fund. **M/S/C – Vonasek, Kiesow (5,0)**
10. Enbridge Safety Correspondence
11. Department from the Department of Revenue for Accreditation for Minnesota Assessor Licensure for Alison Wall was shared
12. Resolution consideration for sponsorship of the Warren Snocat Club for trail maintenance
13. 5 Year Financial Report
14. Recorder Appointment and Restructuring Memorandum of Understanding Consideration – The Board met with Recorder Employees Linda Hamrick and Mary Hamm to discuss this plan. The Recorder Appointment and Restructuring Memorandum of Understanding was approved. **M/S/C – Borowicz, Miller (5,0)**
15. The 2018 Marshall County Tax Rate Sheet was shared
16. Railroad Assessment Value Changes for pay 2018
17. Property Clean up Update
18. Online Human Resource/Payroll is moving forward
19. 1<sup>st</sup> Quarter Budget versus Actual Expenditures for 2018 was shared

#### **RESOLUTION 04-17-06**

**BE IT RESOLVED**, that the Marshall County Board of Commissioners will act as legal sponsor for an application for funding to the State of Minnesota Department of Natural Resources for maintenance of snowmobile/ski trails managed by the Warren Snocat Club.

**BE IT FURTHER RESOLVED**, that upon approval of its application by the state, the Marshall County Board of Commissioners may enter into an agreement with the State of Minnesota for the above referenced project and that with all applicable laws and regulations as stated in the agreement.

**BE IT FURTHER RESOLVED**, that Marshall County is hereby authorized to serve as the fiscal agent for the above referenced project.

**BE IT FURTHER RESOLVED**, that this sponsorship will be in effect and continue until rescinded. **M/S/C – Vonasek, Miller (5,0)**

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Borowicz	Mar-Kit, Quin Meeting, 5 Year Road and Bridge Plan Meeting
Bring	Mar-Kit, 5 Year Road and Bridge Plan Meeting, Minnesota Rural Counties Meeting, Council on Aging
Kiesow	5 Year Road and Bridge Plan Meeting, Elk Herd Maintenance Meeting, One Watershed One Plan, 9 Township Equalization Meetings
Miller	MST Watershed, One Watershed One Plan
Vonasek	Mar-Kit, MST Watershed, MN USA Trail Meeting, Tri Valley, 5 Year Road and Bridge Plan, Social Services

Volunteer Recognition

The meeting was adjourned at 1:37 p.m. by Chairperson Bring.

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CHAIRPERSON,  
MARSHALL COUNTY BOARD OF COMMISSIONERS

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