

**OFFICIAL PROCEEDINGS**  
**MARSHALL COUNTY BOARD OF COMMISSIONERS**  
**Regular Board Meeting**  
**July 3, 2018 - 9:00 A.M.**  
**Marshall County Boardroom**

The Pledge of Allegiance was given.

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

Social Services Director Chris Kujava met with the Board and received approval to hire Amy Hunstad as Social Worker beginning July 16, 2018 at C-51, step one. **M/S/C – Miller, Vonasek (5,0)**

Sheriff Jason Boman met with the Board to provide an update on pipeline safety issues during line 3 construction and equipment needs pertaining to the same.

The Board approved the July 3, 2018 meeting agenda with additions. **M/S/C – Kiesow, Borowicz (5,0)**

The minutes from the June 19, 2018 Regular Board Meeting and June 19, 2018 Equalization Meeting were approved. **M/S/C – Vonasek, Miller (5,0)**

Employee Benefit Committee members Katie Benson, Alison Wall, Liz Dustin and Mark Ellerbusch met with Board to present a 2019 benefit proposal as based on feedback from an employee survey as follows:

1. Insurance Philosophy – Pay for highest deductible family policy and lowest deductible single plan – current allocations are adequate at this time. 2019 insurance rates are not available until later this fall.
2. Wage Adjustment Philosophy – Adjust wages for current year based on what area averages from neighboring counties are from the previous year. For 2019 this would be 1.65% plus \$.33 per hour
3. Increase Deferred Comp by \$5 pay period
4. Set Meal Allowance at \$30 per day for out of County overnight meetings and \$15 per day for out of County day meetings.

This proposal would be for a two year period and evaluated after that time.

Commissioner Vonasek moved to accept items 1, 2, and 3 of the proposal presented. The motion died for a lack of a second. The Board will review this further and will invite the committee back to the next board meeting for further consideration.

Environmental Services Administrator provided the Board with information from BSWR regarding other waters procedure in regard to buffers. SWCD Representative Darren Carlson was also present for this discussion.

**RESOLUTION 07-03-01**

**Resolution to Incorporate the Summary of Watercourses  
into the Marshall County  
Comprehensive Local Water Management Plan**

**Whereas;** Minnesota Statutes Chapter 103F.48 requires soil and water conservation districts (SWCDs) in consultation with local water management authorities, to develop, adopt, and submit to each local water management authority within its boundary a summary of watercourses.

**Whereas;** The Board of Water and Soil Resources has adopted Buffer Law implementation Policy #6 ‘Local Water Resources Riparian Protection (“Other Watercourses”)’ which identifies steps SWCDs are required to take in developing said inventory.

**Whereas;** Marshall County SWCD has adopted a Descriptive inventory of other watercourses and provided it to Marshall County on “June 28<sup>th</sup>, 2017”.

**Whereas;** Marshall County requires that implementation of buffers or other practices on these waters be voluntary in nature through the Comprehensive Local Water Management Plan.

**Whereas;** Minnesota Statutes Chapter 103F.48 requires a local water management authority that receives a summary of watercourses identified under this subdivision must incorporate an addendum to its comprehensive local water management plan or comprehensive watershed management plan to include the SWCD recommendations by July 1, 2018.

**Whereas,** Marshall County has reviewed the summaries submitted, and does not agree with what is listed.

**Whereas;** Minnesota Statutes Chapter 103F.48 does not require a plan amendment as long as a copy of the included information is distributed to all agencies, organizations, and individuals required to receive a copy of the plan changes.

**Therefore, be it resolved that;** The summary of watercourses or “other waters” for Marshall County shall be incorporated as an addendum in its current local water management plan.

**Be it further resolved that;** Marshall County does not agree with the summary, and therefore does not endorse the summary. The summary will be listed in the Local Water Management Plan for the sole purpose to comply with the buffer law by meeting the deadline imposed by the law.

**Be it further resolved that;** Marshall County authorizes staff to provide a copy of the addendum and any supporting information to be distributed to all agencies, organizations, and individuals required to receive a copy of the plan changes. **M/S/C – Kiesow, Borowicz (5,0)**

Marsh Grove Township Board members Jon Hanson and Craig Bakke provided information on damage to a township road this spring from a defective culvert on 290<sup>th</sup> Street over County Ditch 18 in sections 30 and 31 during the spring thaw. Highway Engineer Lon Aune was also present for this time. The concerns the township has is two different sized culvert sizes were used during placement of this culvert which did not fit together properly causing a washout in the road. The Township is asking for some assistance due to this improper installation of culvert sizes. County Policy regarding culvert replacement was reviewed. The Township will review this further as to information they may have on instillation of the culvert and return with their findings.

Highway Engineer Lon Aune and Assistant Highway Engineer Rodney Teigen addressed the Board and opened the following bids on an overlay project in Oslo - project SAP 045-661-003.

Agassiz Asphalt, LLC	\$256,525.25
Knife River Materials	\$265,140.33
R.J. Zavoral and Sons, Inc.	\$264,499.93

The Bids will be reviewed for consideration for final approval by the Board.

Harold Majjala was present to discuss a culvert replacement request in section 36 in Spruce Valley Township on County Ditch 25, lateral one. Mr. Aune will review the ditch records to see if this ditch was established prior to the residency of this property to ascertain responsible parties and get back to Mr. Majjala.

**RESOLUTION 07-03-02**

BE IT RESOLVED, that pursuant to advertisement for bids for SAP 045-661-003, Bituminous Surfacing, Curb, Gutter, and Sidewalk, the following bids were received:

Agassiz Asphalt, LLC	\$256,525.25
R.J. Zavoral and Sons, Inc.	\$264,499.93
Knife River Materials	\$265,140.33

NOW THEREFORE BE IT RESOLVED that the bid of Agassiz Asphalt, LLC in the amount of \$256,525.25 be accepted. **M/S/C – Miller, Vonasek (5,0)**

A Wetland Bank request in Como Township was reviewed. Highway Department Equipment needs pertaining to the 2019 budget were discussed.

The Board adjourned the Regular Meeting and opened the Ditch Authority Meeting. **M/S/C - Kiesow, Borowicz (5,0)**

A County Ditch 44, lateral 1 cleaning request on sections 32, 33 and 34 in Oak Park Township was approved. **M/S/C – Miller, Borowicz (5,0)**

Branch 3 of the 45 system will be surveyed for a cleaning request.

The Culvert Replacement Policy was reviewed.

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

**RESOLUTION 07-03-03**

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** **\$727,584.01**  
**M/S/C – Borowicz, Kiesow (5,0)**

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Borowicz	JD 19 Project Work Team, Equalization Meeting
Bring	Equalization Meeting
Kiesow	JD 19 Project Work Team, Equalization Meeting, Water Resource Advisory Committee, Northwest Community Action, Joint Counties Natural Resource Board
Miller	MST Watershed, Equalization Meeting, PACE meeting, Water Resource Advisory Committee
Vonasek	MST Watershed, Equalization Meeting, Northwest Mental Health

The Board discussed the 2019 County Budget Process. Departments will review their budgets with the board in July and August with final approval of proposed levy and budget by September 15.

Auditor-Treasurer Peters provided the following for his report:

1. Ditch Report through June
2. Five Year Financial Report
3. Forfeited Tax Update
4. Enbridge Update/Discussion
5. Mail/Absentee/UOCAVA Ballot Board Resolution
6. Election Update – Election Recount Joint Powers Agreements for Primary and General Elections were approved. **M/S/C – Miller, Kiesow (5,0)**
7. Correspondence from Middle River Veterans was shared
8. MST Swift Coulee Team Correspondence
9. Alvarado Fire Contribution for assistance consideration for assistance with March Elevator – The Board approved a donation of \$500 to the Alvarado Fire Department from Property Cleanup Funds. **M/S/C – Borowicz, Kiesow (5,0)**
10. Consideration to enter into the Joint Powers Agreement to create the Joint Powers Organization of Counties Providing Technology received Board approval and to appoint Commissioner Miller as Board Representative with Commissioner Bring as Alternate. **M/S/C – Miller, Borowicz (5,0)**
11. Pace Program Information was shared
12. MCIT Property Review
13. Agassiz Refuge Revenue Sharing Resolution was approved.

**RESOLUTION 07-03-04**

**ESTABLISHING a MAIL, ABSENTEE, and UOCAVA BALLOT BOARD**

WHEREAS, **Marshall County** is required by Minnesota Statutes 203B.121, Subd. 1 to establish an Absentee Ballot Board effective July 2<sup>nd</sup>, 2018; and

WHEREAS, this board will bring uniformity in the processing of accepting or rejecting returned mail, absentee and UOCAVA ballots in **Marshall County**; and

WHEREAS, the Absentee Ballot Board would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 or deputy county auditors trained in the processing and counting of absentee ballots;

THEREFORE, BE IT RESOLVED THAT, the **Marshall County** Board of Commissioners hereby establishes a Mail, Absentee and UOCAVA Ballot Board that would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 or deputy auditors to perform the task. This Board will consist of: Leanne Novacek, Krista East, Sam Winger, Katie Weber and Domita Mack for the 2018 Election Year. **M/S/C – Borowicz, Miller (5,0)**

**RESOLUTION 07-03-05**

BE IT RESOLVED, that the County Auditor-Treasurer is directed to distribute \$31,349.00 in Revenue sharing from the Agassiz National Wildlife refuge.

Road & Bridge 15%	\$4,715.85
Twp. & City 25%	\$7,859.75
School Districts 60%	<u>\$18,863.40</u>
	\$31,439.00

Greenbush/Middle River School Dist. #2683	\$6,125.20
Grygla School Dist. #447	\$8,596.61
Goodridge School Dist. #561	<u>\$4,141.59</u>
	\$18,863.40

Townships 45 Sections @ \$174.66

Whiteford (13 sections) \$2,270.59

East Valley (13 sections)	\$2,270.59
Cedar (6 sections)	\$1,047.97
Agdar (5 sections)	\$873.31
Eckvoll (5 sections)	\$873.31
Rollis (3 sections)	<u>\$523.98</u>
	\$7,859.75

**M/S/C – Kiesow, Miller (5,0)**

The Board met with Extension staff Alyssa Tulibaski and Cindy Anderson to address best practices on how to provide office coverage, communication and promotion of 4H programs.

Chairperson Bring adjourned the meeting at 2:25 pm.

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CHAIRPERSON,  
MARSHALL COUNTY BOARD OF COMMISSIONERS

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