

**OFFICIAL PROCEEDINGS**  
**MARSHALL COUNTY BOARD OF COMMISSIONERS**  
**Regular Board Meeting**  
**September 6, 2016 9:00 A.M.**  
**Marshall County Boardroom**

The Pledge of Allegiance was given.

Commissioner Kiesow 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.

The Board unanimously approved the September 6, 2016 meeting agenda with additions. **M/S/C – Miller, Bring**

The minutes from the August 16, 2016 Regular Board Meeting were unanimously approved with corrections. **M/S/C – Vonasek, Bring**

**RESOLUTION 09-06-01**

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.

<b>Auditor Batch</b>	<b>\$13,422.21</b>
<b>Auditor Batch</b>	<b>\$14,700.00</b>

<b>Commissioner Warrants</b>	<b>\$834,255.12</b>
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**M/S/C – Miller, Bring**

The Board unanimously approved Resolution 09-06-01.

Sheriff Jason Boman met with the Board to provide an update on the fundraising efforts for the new canine unit. Over \$20,000 in donations has been received to this point. Sheriff Boman thanked all persons and business entities for their generous support. The Board unanimously approved to commend Mr. Boman and his entire staff for their efforts with this endeavor. **M/S/C – Borowicz, Bring**

Social Service Director Chris Kujava addressed the Board. Social Service Wage Scales were reviewed with comparisons to the region.

Red Lake Watershed Administrator Myron Jesme and Watershed Board Manager LeRoy Ose addressed the Board to present the 2015 Red Lake Watershed Annual Report, outlining many of the projects within the Watershed District. Trent Stanley, Rodney Wayne, and Lloyd Wiseth were also present to discuss concerns with the buffer law and the requirements and timelines of the same. Mr. Stanley feels the general public needs to be made more aware of how this new law will affect landowners. Planning for Public Meetings is currently being held by Ditch and Water Authorities to address how to give the best information to the general public. Engineer Lon Aune and Assessor Russ Steer were also present for this report.

Assessor Russ Steer met with the Board and to provide information regarding reappointment of his position beginning 1/1/2017.

The Board met with Engineer Lon Aune regarding Highway and Ditch Authority Business. Environmental Services Administrator Josh Johnston was also present. There will be a planning meeting on September 21<sup>st</sup> with local water and land authorities to discuss how to best meet the requirements of the new buffer law and how to inform the public regarding this issue.

Bids were opened for project SAP 045-592-002 – Ericco Road Widening and Grading

Sellin Brothers	\$201,266.90
Davidson Construction	\$146,424.25
RJ Zavoral & Sons, Inc.	\$144,714.37
Gladen Construction	\$163,323.05
Olson Construction TRF Inc.	\$144,129.05

**RESOLUTION 09-06-02** – Overlay of CSAH 5, west of Stephen

BE IT RESOLVED, that pursuant to advertisement for bids for SAP 045-605-025 and SP 045-070-003, Bituminous Pavement Overlay, on CSAH 5 between MN TH 220 and US TH 75 the following bids were received:

Knife River Materials	\$1,561,438.55
Central Specialties	\$2,020,547.88

NOW THEREFORE BE IT RESOLVED that the bid of Knife River Materials in the amount of \$1,561,438.55 be accepted. **M/S/C – Borowicz, Miller**  
The Board unanimously approved Resolution 09-06-02.

**RESOLUTION 09-06-03** – State Funding Agreement on Bridge number 7474, west of Alvarado.

BE IT RESOLVED, that pursuant to Minnesota Statute Section 161.36, the Commissioner of Transportation by appointed as Agent to the County of Marshall to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, the County Board Chairman and the County Auditor/Treasurer are hereby authorized and directed for and on behalf of the County to execute and enter into an agreement with Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in “Minnesota Department of Transportation Agency Agreement No. 1026168”, a copy of which said agreement was before the County Board and which is made a part hereof b reference. **M/S/C – Miller, Vonasek** The Board unanimously approved Resolution 09-06-03.

Cattail spraying is now completed with overall satisfactory results. The County Road 5 project west of Stephen is moving along, but has been set back due to rain. The Ericco Road project is funded with a grant, but it will not cover the entire costs of the project. Alternative funding is being pursued. County Road 5 paving East of Stephen is now completed.

The Board unanimously approved to recess the regular meeting and open the Ditch Authority meeting. **M/S/C – Bring, Borowicz**

The Board unanimously approved to clean Branch D of County Ditch 20 on the South Side of Sections 32 through 35 in Espelie Township. **M/S/C – Bring, Vonasek**

Mr. Aune shared information on upcoming MST River Watershed meetings on September 26 at 10 am at the Strandquist Community Center regarding JD 19 Watershed Plan and on another meeting for September 19<sup>th</sup> at 11:00 am at the Newfolden Community Center to discuss Middle River Project flooding issues.

The Board unanimously approved to close the Ditch Authority meeting and reopen the regular meeting. **M/S/C – Bring, Miller**

Auditor-Treasurer Scott Peters presented the following in his report:

1. Ditch Report through August was shared.
2. The Board unanimously approved a revision to Personnel Policy 6 – allowing the 24<sup>th</sup> day of December as a ½ day holiday (4 hours), when it falls during the week. County offices will close at noon on Christmas Eve Day. **M/S/C – Borowicz, Miller**
3. 2016 Forfeited Tax Update – 1 new forfeiture in 2016. A Tax forfeit sale will be

- considered for this year on all properties.
4. MST Watershed Manager Update/Consideration – 4 applicants will be interviewed at the next Board meeting.
  5. Bureau of Criminal Apprehension-Marshall County Attorney, Sheriff, Social Services Joint Powers Agreements and Resolutions Consideration
  6. An Electricity Savings Report was shared
  7. 2017 Health Insurance Update
  8. The Board unanimously approved to set the 2016 Truth in Taxation Date and Time for December 1, 2016 at 6:00 pm at the County Boardroom. **M/S/C – Miller, Bring**
  9. Election Update – Ballots for the general election will be going out the first part of October.
  10. A Procurement Policy Draft was reviewed.
  11. County Program Aid Working Group information was shared.

**RESOLUTION 09-06-04**

BE IT RESOLVED, that to advertisement for bids for SAP 045-592-002, Grading and Aggregate Surfacing, on T-511, the following bids were received:

Olson Construction TRF Inc.	\$144,129.05
RJ Zavoral and Sons, Inc.	\$144,714.37
Davidson Construction, Inc.	\$146,424.75
Gladen Construction Inc.	\$163,323.05
Sellin Brothers	\$201,266.90

NOW THEREFORE BE IT RESOLVED that the bid of Olson Construction TRF Inc. in the amount of \$144,129.05 be accepted. **M/S/C – Vonasek, Bring**  
Resolution 09-06-04 received unanimous Board approval.

The Board met with Social Services Director Chris Kujava to continue reviewing Social Service wage scales and 3 suggested options for adjustments. No action was taken by this time by the Board to adjust scales but the Board will consider the review of step adjustments as needed for initial hiring.

**RESOLUTION 09-06-05**

**RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE COUNTY OF MARSHALL ON BEHALF OF ITS COUNTY ATTORNEY AND SHERIFF**

WHEREAS, the County of Marshall on behalf of its County Attorney and Sheriff desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State’s criminal justice data communications network for which the County is eligible. The Joint Powers Agreements further provide the County with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Marshall, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Marshall on behalf of its County Attorney and Sheriff are hereby approved.
2. That the Sheriff, Jason Boman, or his successor, is designated the Authorized Representative for the Sheriff. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County’s connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Chief Deputy Jon Tinnes, is appointed as the Authorized Representative's designee.

3. That the County Attorney, Donald J. Aandal, or his successor, is designated the Authorized Representative for the County Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Assistant County Attorney Brian K. Rokke, is appointed as the Authorized Representative's designee.

4. That Gary Kiesow, the Chair of the County of Marshall, and Scott Peters, Marshall County Auditor/Treasurer, are authorized to sign the State of Minnesota Joint Powers Agreements.

Passed and Adopted unanimously by the County Board on this 6th day of September, 2016.  
**M/S/C – Bring, Borowicz**

**RESOLUTION 09-06-06**

**RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE COUNTY OF MARSHALL ON BEHALF OF SOCIAL SERVICES**

WHEREAS, the County of Marshall on behalf of Social Services desires to enter into a Joint Powers Agreement with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the County is eligible. The Joint Powers Agreement further provides the County with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Marshall, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreement by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Marshall on behalf of its Social Services is hereby approved.

2. That the Director, Chris Kujava, or his successor, is designated the Authorized Representative for Marshall County Social Services. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Mary Jo Larson, Administrative Assistant, is appointed as the Authorized Representative's designee.

3. That Gary Kiesow, the Chair of the County of Marshall, and Scott Peters, Marshall County Auditor/Treasurer, are authorized to sign the State of Minnesota Joint Powers Agreement.

Passed and Adopted unanimously by the County Board on this 6th day of September, 2016.  
**M/S/C – Bring, Borowicz**

**RESOLUTION 09-06-07**

**RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE COUNTY OF MARSHALL ON BEHALF OF ITS COUNTY ATTORNEY AND SHERIFF**

WHEREAS, the County of Marshall on behalf of its County Attorney and Sheriff desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the County is eligible. The Joint Powers

Agreements further provide the County with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the County Board of Marshall, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Marshall on behalf of its County Attorney and Sheriff are hereby approved.
2. That the Sheriff, Jason Boman, or his successor, is designated the Authorized Representative for the Sheriff. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County’s connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Chief Deputy Jon Tinnes, is appointed as the Authorized Representative’s designee.

3. That the County Attorney, Donald J. Aandal, or his successor, is designated the Authorized Representative for the County Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County’s connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Assistant County Attorney Brian K. Rokke, is appointed as the Authorized Representative’s designee.

4. That Gary Kiesow, the Chair of the County of Marshall, and Scott Peters, Marshall County Auditor/Treasurer, are authorized to sign the State of Minnesota Joint Powers Agreements.

Passed and Adopted unanimously by the County Board on this 6<sup>th</sup> day of September, 2016.  
**M/S/C – Bring, Borowicz**

The Board reviewed the 2017 County Budget and will consider setting the 2017 proposed Budget and Levy at the next meeting.

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Borowicz	Park Board
Bring	State Fair Extension Meeting
Kiesow	Northwest Community Action, Joint Powers Natural Resource Board, Joint Powers of the Red River Basin
Vonasek	Middle River Canine Fund Raiser
Miller	Middle River Canine Fund Raiser

Chairperson Kiesow adjourned the meeting at 4:10 pm.

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CHAIRPERSON,  
MARSHALL COUNTY BOARD OF COMMISSIONERS

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