

**OFFICIAL PROCEEDINGS**  
**MARSHALL COUNTY BOARD OF COMMISSIONERS**  
**Regular Board Meeting**  
**December 6, 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, LeRoy Vonasek, Rolland Miller, Gary Kiesow, and Auditor-Treasurer Scott Peters present.

The Board approved the December 6, 2018 meeting agenda with additions. **M/S/C – Kiesow, Vonasek (4,0)**

The minutes from the November 20, 2018 Regular Board Meeting were approved with corrections. **M/S/C – Vonasek, Miller (4,0)**

**RESOLUTION 12-06-01**

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.

**Auditor Warrants**

11/29/2018	\$2,430,923.61
11/29/2018	\$78,872.99
12/3/2018	\$25,491.07

**Commissioner Warrants**

**\$666,613.36**

**M/S/C – Miller, Vonasek (4,0)**

North Country Food Bank Executive Director Susie Novak updated the Board on their current building project. Bonding has been pursued for half of the project and fundraising for the remaining balance, for a total of \$6,000,000. Ms. Novak is requesting a onetime \$25,000 contribution from Marshall County for this project. This is the same amount that has been approved in neighboring counties of similar populations. The Board approved to contribute \$25,000 to the North Country Food Bank Building project from Social Services Reserves.

**M/S/C – Miller, Kiesow (4,0)**

The following Commissioner/Committee Reports were shared:

<u>Commissioner</u>	<u>Meeting/Report</u>
Bring	AMC Annual Conference, MRC Meeting
Kiesow	AMC Annual Conference, MRC Meeting, NWRDC
Miller	AMC Annual Conference, MCIT Annual Meeting
Vonasek	NW Mental Health, MST Watershed

Public Health Director Fran Tougas addressed the Board to provide a bi-monthly update.

1. Community Health Assessment Update – E Cigarette use, Mental Health, Increased Education on Health related issues
2. Health Information Exchange with Koble, MN
3. Legislative: Healthcare Access Fund
4. Walkable Community Workshop was held on October 17<sup>th</sup> in Warren – Strategies were reviewed for enhancing Community walking
5. Minnesota Organization on Fetal Alcohol Syndrome (MOFAS) Grant
6. Partnering with Polk County Public Health on Family Planning Services
7. Flu Shot Clinics – good numbers of people who received vaccine
8. Acute Flaccid Myelitis (AFM) – an illness with polio like symptoms, have increased this year – none reported in Northwest Minnesota thus far

9. January is National Radon Action Month
10. Family Assistance Center Exercise was held in October
11. MSHO Assessments – transitioning to online system – Amerigroup

Sheriff Jason Boman and County Attorney Don Aandal addressed the Board to provide year end reports.

1. Two drones have been utilized for accidents and other purposes
2. Two larger drug cases are pending
3. Officer Body cameras are now being utilized
4. Civil fees have increased for 2019
5. One Deputy has been trained for Drug Recognition Enforcement and another in Phlebotomy
6. The 2018 budget looks to be on track
7. Flooring is being installed in the dispatch area and halls at the Sheriff's office
8. In March the jail will be designated a 90 day facility
9. Jail Administrator/Deputy Mark Ellerbusch has completed his Criminal Justice Masters Degree. The Board approved to adjust his pay to Step 8 on the same C-52 Band. **M/S/C – Vonasek, Miller (4,0)**
10. Mr. Aandal discussed pay concerns with new attorneys in comparison to other counties and industries and how to continue making Marshall County attractive to new, younger employees, considering all aspects of employment.
11. Attorney Aandal gave accolades to all for their efforts keeping low out of home placements in Marshall County.
12. Mr. Aandal discussed a tuition assistance program with the Board

Extension Educator Alysa Tulibaski provided a year-end report on the following:

1. Youth Development – 87 children currently enrolled in 4 H
2. Project Day – 1-13-19 – other Summer dates will also be set up
3. Grant Opportunities – Horse Grant, Hoover Grant, Minnesota Agriculture Leadership Education Council, 21<sup>st</sup> Century Grant
4. Increased School involvement and collaboration efforts
5. Marshall County Fair received award from Beef Council for Beef Promoter of the Year
6. Fair Extension Education Center at Fair this year was positively received
7. Cloverbud School programs are being enhanced

Ag Services Director Bill Craig reported on the following for his year-end report:

1. Corn/Soybean Growers Meeting
2. Beef Growers Meeting
3. Custom Applicator Fees
4. 2018 Weed Complaints – 6 total in East Valley Township – were properly addressed
5. Prairie Grains Conference – December 13-14 at Alerus Center – Bill will be presenting
6. International Crops Expo – February 20-21 at Alerus Center
7. Feedlots – will do at least three inspections this year

Highway Engineer Lon Aune addressed the Board on the following:

1. 2018 Project Summaries
  - a. County Road 10
  - b. Johnson Avenue in Warren
  - c. Oslo Road Project
  - d. Overlay on 23 miles of Roads in 2018
  - e. Two Bridge Projects – County Roads 100 and 144
  - f. Ditch cleaning - 35 to 40 miles in 2018, Inspected 265 miles of ditches – looking at ways to improve inspections – possibly utilizing drones

- g. Completed County Road 141 project utilizing County Manpower and Equipment – Mr. Aune complemented his staff for their diligent work in 2018
- h. Staffing needs are currently at proper levels
- 2. 2018 Budget – looking positive for the year
- 3. The 2019 Road and Bridge Plan meeting will be held in late March or early April

Technology Coordinators Leanne Novacek and Liz Dustin, GIS Coordinator, addressed the Board to provide year end reports.

- 1. 2018 Budget is in good shape
- 2. New Payroll/HR/E-time module has been positive
- 3. No significant Technology issues as this time – New server room is going well.
- 4. SPAM has increased in 2018 – employees need to stay aware of possible SPAM emails
- 5. Plans for all needs for future scanning were discussed
- 6. Discussed the ditch record scanning and how it is progressing

Environmental Services Director Josh Johnston addressed the Board to provide year end reports.

- 1. Josh handed out a spreadsheet showing all flood damage by Township/City since 1996
- 2. Mr. Johnston will work on detailed GIS maps showing exact location of damage and access a shape file from HSEM with this data
- 3. Family Assistance Center Exercise held with Public Health
- 4. Pipeline awareness. Sheriff's Department is keeping Emergency Management apprised with pertinent information
- 5. Demo landfill – increase in activity in 2018
- 6. Zoning – 21 total permits given
- 7. SSTS Grants for 2016 nearly exhausted. 2018 Funds have over \$23,000 remaining.
- 8. One Watershed One Plan update – hope to complete in 2019
- 9. 2019 Well Sealing – County currently pays 15% and SWCD 75%. The previous contribution was for the County at 75% and SWCD not contributing. The Board approved to follow Mr. Johnston's recommendations for 2019 for the County to pay for 40% and SWCD 50%, up to \$3000 per year for this program. **M/S/C – Miller, Kiesow (4,0)**
- 10. 2018 Environmental Services Department Expenditures are staying within budget

Recorder Linda Hamrick and Chief Deputy Recorder Mary Hamm provided a year-end report to the Board.

- 1. Abstracting and recording activity is lower in 2018 with changes in agricultural conditions and higher interest rates. Ms. Hamrick believes this will rebound in 2019.
- 2. E Recordings will be looked at to be utilized in 2019
- 3. All persons in the office are learning all aspects of job duties, including abstracting. This is going well with the changes in personnel.
- 4. 2018 expenses are staying in line with budget.

A Minnesota Rural Counties priority list was considered by the Commissioners.

Auditor-Treasurer Peters provided the following for his report.

- 1. Five Year Financial Report
- 2. Consider setting County Board Per Diems for 2019. The Board approved to set the 2019 County Board per diems the same as 2018 at \$60/meeting. **M/S/C – Miller, Kiesow (4,0)**
- 3. 2019 Budget/Levy Review-TNT Discussion
- 4. Year-end Ditch Borrowing Consideration

5. Consider approval to advertise for 2019 County Paper Bids – The Board approved to advertise for Bids for 2019 County Paper. **M/S/C – Miller, Kiesow (4,0)**
6. Unclaimed Property/Lost Warrant Resolutions
7. The Warren Lions Gambling Permit was approved. **M/S/C – Miller, Vonasek (4,0)**
8. Nature Conservancy Fee Title Land Acquisition Notice by Florian
9. Sentence To Service Statistics
10. Governor-Elect Walz Meetings

**RESOLUTION 12-06-02**

BE IT RESOLVED, Marshall County officials are directed to cancel a lost warrant #284187 dated September 18, 2018 issued to Northern Fire and Equipment, in the amount of \$59.00

The Board also approved to waive the furnishing of a bond and authorizes said office to reissue a new warrant in the above amount using a new warrant number. **M/S/C – Miller, Vonasek (4,0)**

**RESOLUTION 12-06-03**

BE IT RESOLVED, Marshall County officials are directed to cancel a lost warrant #245108 dated August 19, 2014 issued to Moses Valley Road Maintenance, in the amount of \$265.00

BE IT RESOLVED, Marshall County officials are directed to cancel a lost warrant #248333 dated December 16, 2014 issued to Karen Michalski, in the amount of \$13.44

BE IT RESOLVED, Marshall County officials are directed to cancel a lost warrant #248592 dated December 30, 2014 issued to Timothy Buss, in the amount of \$7.70

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 – Kiesow, Miller (4,0)**

The Board approved to close the courthouse Monday, December 24, 2018 and to allow employees a full day of holiday leave for Christmas Eve for 2018 only and returning to follow County policy of ½ day Christmas Eve holiday and courthouse closing at noon Christmas Eve in subsequent years. **M/S/C – Kiesow, Miller (4,0)**

Chairperson Bring adjourned the meeting at 2:15 am.

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CHAIRPERSON,  
MARSHALL COUNTY BOARD OF COMMISSIONERS

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