

OFFICIAL PROCEEDINGS
MARSHALL COUNTY BOARD OF COMMISSIONERS
Regular Board Meeting
August 4, 2015 - 9:00 A.M.
Marshall County Boardroom

The Pledge of Allegiance was given.

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

Richard Abrahamson met with the Board to discuss issues he is having on flooding on his property in Wright Township west of the Florian WMA. The Board will confer with Engineer Aune to see what solutions may be possible to alleviate this issue.

The Board approved the August 4, 2015 meeting agenda with additions. **M/S/C – Vonasek, Miller**

Environmental Services Administrator Josh Johnston met with the Board and received approval on a Mutual Aid Agreement with Northwest Minnesota Counties relating to assistance during emergency situations. **M/S/C – Bring, Vonasek**

Mr. Johnston provided an update on aspects of the County Emergency Operations Plan on how and where the County would operate in case of a disaster with a County building.

Kent Broten and Mike Johnson from the Marshall County Historical Society addressed the Board to provide a yearly report and to discuss the 2016 Budget.

Public Health Director Gail Larson addressed the Board to provide a bimonthly update. Kayla Kroll has now been hired as the Office Manager. Federal program funding was reported to be stable for the coming year. A 2014 Infectious Disease Report and a Camp Newsletter was shared. Ms. Larson indicated that there will be a Public Health Nuisance Panel at the annual conference at AMC in December. This is now a new grant year for disaster response programs. Collaboration with CHS and Regional Partners are emphasized. Head Start screenings are beginning this month.

A presentation by the NexBen Company by Robert Steblay, Andrew Gurbada, and Tyler Jendro regarding Benefit Technology and Administration was provided with County Department Heads Lon Aune, Don Aandal, Bev Lydeen, Josh Johnston, Jason Boman, Russ Steer, Chris Kujava, and County Employees Alicia Spilde, Renae Yutrzenka, Jackie Maurstad, Dave Clark, Mandy Rosendahl, and Darlene Bates present.

Marshall County Soil and Water Conservation District Personnel Dan Thorstad, Darren Carlson, and Janelle Kollin provided 2015 program updates, concerns with the new buffer legislation, and reviewed the 2016 Budget.

The minutes from the July 21, 2015 Regular Board Meeting were approved with corrections. **M/S/C – Vonasek, Bring**

RESOLUTION 08-04-01

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

| | |
|---------------|--------------|
| July 23, 2015 | \$105,824.34 |
| July 28, 2015 | \$82,279.29 |

Commissioner Warrants **\$243,695.81**

M/S/C – Bring, Kiesow

The following Commissioner/Committee Reports were shared:

| <u>Commissioner</u> | <u>Meeting/Report</u> |
|---------------------|---|
| Bring | MST Watershed Advisory Committee |
| Kiesow | Radio Board, Joint Powers Natural Resources Board, MST Watershed Advisory Committee |
| Miller | MST Watershed, Employee Benefits |
| Vonasek | MST Watershed, Tri Valley |

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

1. Ditch Report through June
2. 2016 Budget Review
3. LAHBNP Thank you
4. Consider MN Life RFP – The Board approved the proposal from MN Life for Counties Life Insurance policy. **M/S/C – Bring, Vonasek**
5. Social Host Ordinance Discussion
6. Enbridge meeting update
7. Letter and Resolution from Polk County regarding Enbridge Tax Court Petition. The Board approved to support this resolution from Polk County. **M/S/C – Kiesow, Bring**

RESOLUTION 08-04-02

BE IT RESOLVED, Marshall County officials are directed to cancel a lost warrant #233746 dated June 18, 2013 issued to Stacey Urbaniak, in the amount of \$80.15.

The Board also approved to waive 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 – Kiesow, Miller**

Employee Benefit Committee members Lon Aune, Dave Clark, Tammy Johnson, Katie Benson and Deputy Auditor Darlene Bates addressed the Board to discuss the 2016 benefits.

Commissioner Bring motioned to adjust employee wages for 2016 and 2017 by 1.5% for each year. The motioned died for lack of a second.

Commissioner Vonasek moved to adjust employee wages for 2016 by 2% and 2017 wage adjustments at a \$.50/hour increase. **M/S/C – Vonasek, Bring**

The Board approved to adjust benefit contributions by \$75/month toward the family benefit amount for 2016. **M/S/C – Miller, Vonasek**

The Board approved to increase the County contribution to deferred comp match by \$5/pay period beginning 1/1/16. **M/S/C – Bring, Vonasek**

The Board approved to enter into a contract for benefit management services with NexBen. **M/S/B – Bring, Kiesow**

County Engineer Lon Aune addressed the Board. Paving on County Road 6 is nearly completed. There will be two jobs bid at the next Board meeting to be considered by the Board. Overall summer construction projects are moving along smoothly at this time.

The Board met with Social Services Director Chris Kujava regarding 2016 Levy and Budget.

Technology Coordinator Leanne Novacek reviewed the proposed 2016 Technology Budget with the Board.

Building and Grounds/Safety Coordinator Rodger Haugtvedt reviewed 2016 Proposed Departmental budgets with the Board.

The Board reviewed the 2016 Budget of all Departments. A further review of the 2016 proposed County Budget will occur at the next meeting.

The meeting was adjourned by Chairman Borowicz at 4:05 pm.

CHAIRPERSON,
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
MARSHALL COUNTY AUDITOR-TREASURER

OFFICIAL PROCEEDINGS
MARSHALL COUNTY BOARD OF COMMISSIONERS
August 18, 2015 9:00 A.M.
Marshall County Boardroom

The Pledge of Allegiance was given.

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

The August 18, 2015 meeting agenda was approved with additions. **M/S/C – Kiesow, Miller**

The Board approved the August 4, 2015 meeting minutes with corrections. **M/S/C – Vonasek, Miller**

RESOLUTION 08-18-01

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

August 7, 2015 \$1,579,836.23

Commissioner Warrants

\$388,468.65

M/S/C – Miller, Vonasek

RESOLUTION 08-18-02

PER DIEMS

| | |
|------------------|-----------------|
| Sharon Bring | \$60.00 |
| Kenneth Borowicz | \$120.00 |
| Gary Kiesow | \$180.00 |
| Rolland Miller | \$240.00 |
| LeRoy Vonasek | \$120.00 |
| Total | \$720.00 |

M/S/C – Bring, Kiesow

Victim Services Advocate Judy Bernat and Sheriff Jason Boman addressed the Board and received approval to accept an increase to the Victim Services (VOCA) Grant and corresponding Expense Plan for 2016. **M/S/C – Bring, Vonasek**

Social Services Director Chris Kujava addressed the Board.

General Business

Mr. Kujava provided reports on the following; UCare Resolution Letter, Social Worker Job Training Plan, Special Needs Basic Care (SNBC) Audit, Minnesota Senior Health Options (MSHO) Audit Report, and Supplemental Nutrition Assistance Program (SNAP) Review. Mr. Kujava thanked all staff for their time in providing excellent service to meet the requirements with all these programs.

Personnel

The Board recognized Social Service Supervisor Stacy Laudal and Stacey Pagnac with a plaque showing appreciation for 25 years of service with Marshall County Social Services.

Approval was given for a Sick Leave transfer within the Social Services Department for Social Worker Kayla Anderson, effective 2015. **M/S/C – Kiesow, Vonasek**

The Board approved to modify Case Aide Stacey Urbaniak to 4/5 time, effective 9/1/15. **M/S/C – Miller, Bring**

Licensing and Contracts

The Board approved a Child Protection Vulnerable Children and Adult Acts (VCA) Plan Amendment. **M/S/C – Kiesow, Bring**

Director’s Administrative Report

Mr. Kujava provided the following 2015 Budget Reports;

1. Quarterly Report
2. Out of Home Placement Report
3. Social Services Expenditures and Grant Reconciliation (SEAGR) Report

The 2016 Social Services Budget was reviewed.

Authorizations

Case Activity, Bills, and Director Actions received Board approval. **M/S/C – Bring, Miller**

Veteran Service Officers Wayne Kilen and Brett Brandon addressed the Board and received approval on the following 2016 Veteran Service Grant Resolution. **M/S/C – Vonasek, Kiesow** The 2016 Veteran Service Budget was reviewed.

RESOLUTION 08-18-03

BE IT RESOLVED by the Marshall County Board of Commissioners, that the County enter into the attached Grant Contract with Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: County Veterans Service Office Operational Enhancement Grant Program. The grant must be used to provide outreach to the county’s veterans; to assist in reintegration of combat veterans into society; to collaborate with other social service agencies, education institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance operations of the county veterans service office as specified in Minnesota Laws 2013 Chapter 142 Article 4. This grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by the Marshall County Board of Commissioners that Brett Brandon, the Marshall County Veterans Service Officer be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.

WHEREUPON the above resolution was adopted at a regular meeting of the Marshall County Board this 18th day of August, 2015. **M/S/C – Kiesow, Bring**

Highway Engineer Lon Aune and Assistant Engineer Rodney Teigen addressed the Board.

The following bids were opened for project SAP 045-605-024 – Box Culverts on County Road 5, west of Strandquist on the Tamarac River:

| | |
|---------------------------|--------------|
| Davidson Construction | \$481,700.50 |
| Spruce Valley Corporation | \$383,332.50 |
| Taggart Contracting | \$442,236.00 |
| Gladen Construction | \$415,400.25 |
| Olson Construction | \$462,041.00 |

The following bids were opened for project SP 045-628-009 and SAP 045-628-010 – Overlay on County Road 28 west of Newfolden to Strandquist:

| | |
|--------------------------|----------------|
| Knife River Materials | \$1,779,434.50 |
| Central Specialties, Inc | \$1,975,904.87 |
| Anderson Brothers Const. | \$2,094,597.85 |
| MinnDak Asphalt | \$1,784,718.08 |

The following bids were opened for project CP JD08-15 – JD 8 repair in Eagle Point Township:

| | |
|-----------------------|--------------|
| Olson Construction | \$133,725.40 |
| Davidson Construction | \$145,044.70 |
| Gladen Construction | \$109,899.00 |
| Taggart Contracting | \$162,836.80 |
| Kraulik Excavating | \$149,675.00 |
| Landwehr Construction | \$262,187.00 |

AMC Policy meetings are September 17th and 18th. Mr. Aune will be attending these meetings. Sugar Beet harvest road concerns were discussed. Summer project status updates were provided.

Multi County Housing Administrator Lee Meier, Board Member Tammy Johnson, and Wynne Consultant John Wynne addressed the Board to provide an annual program and grant report.

County Attorney Don Aandal addressed the Board for a Buffer Strip Legislative Review and Strategic Planning regarding the same. Highway Engineer Lon Aune and Assessor Russ Steer were present for this discussion. There are many uncertainties and differing viewpoints with how to interpret these new legislative requirements. It is important to do the best job possible to get the landowners informed. Dan Fabian, Deb Kiel, and LeRoy Stumpf will be invited to a board meeting to provide more information on this and other pertinent county issues.

Engineer Aune received authorization on acceptance of bids from earlier in the meeting with the following resolutions;

RESOLUTION 08-18-04

BE IT RESOLVED, that pursuant to advertisement for bids for SAP 045-605-024, Bridge Replacement, on CSAH 5, the following bids were received:

| | |
|--------------------------------|--------------|
| Spruce Valley Corp | \$383,332.50 |
| Gladen Construction, Inc. | \$415,400.25 |
| Taggart Contracting Inc. | \$442,236.00 |
| Olson Construction of TRF Inc. | \$462,041.00 |
| Davidson Construction | \$481,700.50 |

NOW THEREFORE BE IT RESOLVED that the bid of Spruce Valley Corp in the amount of \$383,332.50 be accepted. **M/S/C – Bring, Vonasek**

RESOLUTION 08-18-05

BE IT RESOLVED, that pursuant to advertisement for bids for SP 045-628-009 & SAP 045-628-010, Minn. Project No. STPM 4515(284), Bituminous Pavement Overlay, the following bids were received:

| | |
|-----------------------------|----------------|
| Knife River Materials | \$1,779,426.24 |
| Minn-Dak Asphalt, Inc | \$1,784,718.08 |
| Central Specialties, Inc | \$1,975,904.88 |
| Anderson Brothers Const. Co | \$2,094,597.85 |

NOW THEREFORE BE IT RESOLVED that the bid of Knife River Materials in the amount of \$1,779,426.24 be accepted, contingent upon DBE approval from the State of Minnesota Department of Transportation EEO Office. **M/S/C – Bring, Vonasek**

RESOLUTION 08-18-06

BE IT RESOLVED, that pursuant to advertisement for bids for CP JD 08-15, Judicial Ditch Reconstruction between Co. Road 148 and T.H. 148 and T.H. 220, the following bids were received:

| | |
|--------------------------------|--------------|
| Gladen Construction, Inc. | \$109,899.00 |
| Olson Construction of TRF Inc. | \$133,725.40 |
| Davidson Construction, Inc. | \$145,044.70 |
| Kraulik Excavating, Inc. | \$149,675.00 |
| Taggart Contracting, Inc. | \$162,836.80 |

NOW THEREFORE BE IT RESOLVED that the bid of Gladen Construction, Inc. in the amount of \$109,899.00 be accepted. **M/S/C – Kiesow, Miller**

Josh Johnston, Emergency Management, received Board approval to accept the 2015 Emergency Management Performance Grant for \$26,716. **M/S/C – Bring, Kiesow**

The following Commissioner/Committee reports were shared:

| <u>Commissioner</u> | <u>Meeting/Report</u> |
|---------------------|--|
| Borowicz | Markit |
| Miller | MST Watershed |
| Vonasek | Markit, Tri Valley, Area Agency on Aging, MST Watershed, NW Mental Health |
| Bring | Markit, MRCC |
| Kiesow | NWRDC, Regional Emergency Communications Board, Red Lake Watershed |

RESOLUTION 08-18-07

WHEREAS, Marshall County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for Local Road Improvement and

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available; and

WHEREAS, the amount of the grant has been determined to be \$119,485.60 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Marshall County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, subdivision 5, clause (3), and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required. The proper county officers are authorized to execute a grant agreement with the Commissioner of Transportation concerning the above-referenced grant.

M/S/C – Miller, Bring

Auditor - Treasurer Peters covered the following items in his report:

1. 5-year Financial Report
2. AMC County Program Aid Committee Report
3. Law Librarian Consideration – The Board approved to appoint Mandy Rosendahl as Law Librarian. **M/S/C – Vonasek, Kiesow**
4. The Board approved to utilize Recorder Compliance Funds for a printer and computer in the Auditor’s office for \$3,589.47. **M/S/C – Bring, Kiesow**
5. Forfeited Tax Property Update.

The Board approved to accept the current forfeited tax list, declare all properties as non-conservation properties, including newly forfeited properties: #22-0040-001, #56-0274-000, #59-0220-000, and 59-0563-000, set the basic sale price at \$100.00 per parcel, and to offer local government agencies the right of first refusal at basic sale price, and to move forward with all necessary steps for a possible sale. **M/S/C – Miller, Vonasek**

The Board reviewed the 2016 County Budget/Levy. Further review of the budget will occur once changes are made.

The Board adjourned the meeting at 2:50 p.m. **M/S/C – Miller, Kiesow**

CHAIRPERSON,
MARSHALL COUNTY BOARD OF COMMISSIONERS

ATTEST: _____
MARSHALL COUNTY AUDITOR-TREASURER