



# MORRISON COUNTY BOARD OF COMMISSIONERS OFFICIAL MINUTES

JANUARY 5, 2016

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The meeting was held in the County Board Room, Government Center, Little Falls MN, and was called to order at 9:00 a.m. by the Clerk to the County Board, Deb Gruber.

**Members present:** Commissioners Jeff Jelinski, Randy Winscher, Duane Johnson, Kevin Maurer and Mike Wilson.

**Staff present:** Deb Gruber, Brian Middendorf, Brad Vold, Deb Lowe, Steve Backowski, Amy Kowalzek, Darrin Welle and Nicole Nordlund.

**Others present:** Gabby Landsverk.

## **ELECTION OF COUNTY BOARD CHAIRMAN**

The Clerk to the County Board called for nomination for the County Board Chairman. Commissioner Johnson nominated Commissioner Winscher, the Clerk to the Board called for nominations three times. A motion was made by Commissioner Johnson, seconded by Commissioner Wilson to close nominations and cast a unanimous ballot for Commissioner Winscher to serve as Board Chair for 2016. The motion carried unanimously.

## **ELECTION OF COUNTY BOARD VICE-CHAIRMAN**

The Clerk to the County Board called for nomination for the County Board Vice-Chairman. Commissioner Johnson nominated Commissioner Wilson, the Clerk to the Board called for nominations three times. A motion was made by Commissioner Johnson, seconded by Commissioner Maurer to close nominations and cast a unanimous ballot for Commissioner Wilson to serve as Board Vice-Chair for 2016. The motion carried unanimously.

The County Board Recessed at 9:01 a.m. and reconvened the meeting at 9:04 a.m.

## **APPROVAL OF COUNTY BOARD MINUTES**

A motion was made by Commissioner Johnson, seconded by Commissioner Maurer and carried unanimously to approve the Morrison County Board of Commissioner Minutes for December 31, 2015.

## **AGENDA CHANGES**

A motion was made by Commissioner Maurer, seconded by Commissioner Jelinski and carried unanimously to adopt the agenda as presented.

## **BIDS FOR LEGAL PRINTING**

Deb Gruber, County Administrator, opened the only bid received for legal printing, which was from the Morrison County Record. A motion was made by Commissioner Wilson, seconded by Commissioner Johnson and carried unanimously to approve Resolution #2015-007, Legal Printing designating the Morrison County Record for legal printing at the following rates:

Line Rate:	\$0.85 per line
Display Ad Rate:	\$7.15 per column inch



# MORRISON COUNTY BOARD OF COMMISSIONERS OFFICIAL MINUTES

JANUARY 5, 2016

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## SOCIAL SERVICES REPORT

A motion was made by Commissioner Johnson, seconded by Commissioner Jelinski and carried unanimously to approve the Cooperative Arrangement between the Department of Human Services and Morrison County covering the administration of Child Support.

## COUNTY BOARD WARRANTS

A motion was made by Commissioner Jelinski and seconded by Commissioner Johnson to approve the following Resolution:

WHEREAS, the Morrison County Board of Commissioners have reviewed the list of County Board

Warrants;

NOW THEREFORE, BE IT RESOLVED, that the list of County Board Warrants on file in the Auditor/Treasurer's Office for January 5, 2016 be approved for payment:

REVENUE	\$	444,275.78
PUBLIC WORKS	\$	154,509.98
SOCIAL SERVICE	\$	40,875.69
SOLID WASTE	\$	8,316.00
PARKS FUND	\$	2,847.00
BUILDING FUND	\$	795.00
	TOTAL	\$ 651,619.45
MEALS	\$	181.82

Motion carried on a roll call vote with all Commissioners voting "aye".

A motion was made by Commissioner Jelinski, seconded by Commissioner Johnson to approve the Commissioners Expense Reports as presented. Motion carried on a roll call vote with all Commissioners voting "aye".

## PLANNING AND ZONING REPORT

A motion was made by Commissioner Maurer, seconded by Commissioner Johnson and carried unanimously to approve entering into the updated MPCA Feedlot Delegation Agreement for 2016-2017.

A motion was made by Commissioner Jelinski, seconded by Commissioner Maurer and carried unanimously to approve entering into the 2016 and 2017 Board of Water and Soil Resources Natural resources Block Grant Agreement.

A motion was made by Commissioner Johnson, seconded by Commissioner Maurer and carried unanimously to approve entering into the Agram township Septic Inspection contract with Jamie Doble for the provision of septic system inspection services related to the Clean Water Legacy Grant.



# MORRISON COUNTY BOARD OF COMMISSIONERS OFFICIAL MINUTES

JANUARY 5, 2016

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## PUBLIC WORKS REPORT

A motion was made by Commissioner Johnson, seconded by Commissioner Maurer and carried unanimously to approve the proposed 2016 Hwy Improvement Plan Projects as attached to these minutes.

Steve Backowski, Public Works Director, discussed with the Board holding a public hearing regarding the Recreational Trail Ordinance.

## APPROVAL OF ANNUAL RESOLUTIONS

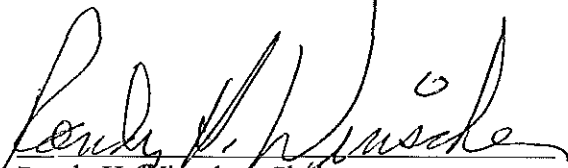
A motion was made by Commissioner Wilson, seconded by Commissioner Jelinski and carried unanimously to approve the annual resolutions: #2016-001, Elected Officials Salaries (Attorney, Auditor, Recorder, Sheriff), #2016-002, Travel Policy, #2016-003, Committee Meeting Attendance Payment for Citizens, #2016-004, Public Meeting Notices, #2016-005, County Board Mileage Reimbursement, #2016-006, Board of Commissioners Code of Conduct.

## COUNTY BOARD REPORTS AND SCHEDULE

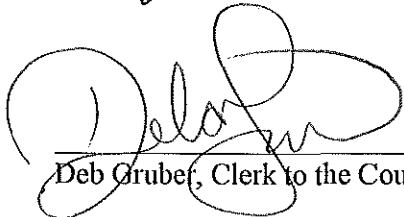
Members of the County Board reported on various meetings they have attended and on their upcoming schedule of meetings with various organizations.

## ADJOURNMENT

A motion was made by Commissioner Johnson, seconded by Commissioner Maurer and carried unanimously to adjourn the meeting at 10:16 a.m.



Randy H. Winscher, Chairman



Deb Gruber, Clerk to the County Board

DATE: 1-5-10

**MORRISON COUNTY BOARD OF COMMISSIONERS  
COUNTY BOARD MEETING**

**PLEASE SIGN IN**

NAME

ADDRESS/REPRESENTING

Mary Tolome

17302 205<sup>th</sup> AV,

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**MORRISON COUNTY  
LEGAL PRINTING  
RESOLUTION #2016-007**

WHEREAS, Minnesota Statutes Chapter 375.12, require the annual letting of bids for publication of official proceedings of the County Board and similar statutes require the publication of delinquent tax lists and County Financial Statements, and local transportation project bid advertisements; and

WHEREAS, the County Board of Commissioners of Morrison County evaluated all bids received,

NOW THEREFORE, BE IT RESOLVED, that the Morrison County Record be and the same is hereby designated by the Board of County Commissioners of the County of Morrison and State of Minnesota as the newspaper in which the official proceedings of said Board, the financial statements, and the list of real estate remaining delinquent in the County aforesaid shall be published, and that the Morrison County Record be designated for all legal printing for the County for the year 2016;

BE IT FURTHER RESOLVED, that the Morrison County Web Site ([www.co.morrison.mn.us/wsite/publicworks/public\\_works.htm](http://www.co.morrison.mn.us/wsite/publicworks/public_works.htm)) be hereby designated as the official site for advertisements for bids on local transportation projects per Minnesota Statutes MS 331A.12.

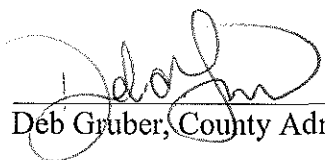
Adopted this 5th day of January, 2016.

STATE OF MINNESOTA    }  
COUNTY OF MORRISON   }

I, Deb Gruber, County Administrator, Morrison County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Morrison County in Little Falls, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on this 5<sup>th</sup> day of January, 2016, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Commissioner	Yes	No	Abs	Mot	2nd
Jelinski	✓				
Johnson	✓				✓
Winscher	✓				
Wilson	✓			✓	
Maurer	✓				

Witness by hand and seal this 5<sup>th</sup> day of January, 2016.

  
\_\_\_\_\_  
Deb Gruber, County Administrator

MORRISON COUNTY PUBLIC WORKS DEPARTMENT  
2016 Highway Improvement Plan

1/4/2016

Road	Project #	Description	FUNDING SOURCE							Total Payment by County	Notes	
			County	State Aid	Municipal State Aid	Federal	Town Bridge	Cty/City/Twp	Wheelage Tax			Other
<b>Construction</b>												
1	049-601-030	Bridge Replacement Randall			\$ 300,000					\$ 300,000	\$ 600,000	0.2 miles
12	049-612-009	Bridge Replacement - Swan River		\$ 300,000						\$ 300,000	\$ 600,000	0.2 miles
13	049-613-004	Bituminous Surface from CR 213 to MNTH 115		\$ 175,100		\$ 582,900					\$ 758,000	5.8 miles
14	049-614-013	Tight Pave from Todd CSAH 14 to US Hwy 10		\$ 245,000							\$ 245,000	6.7 miles
20	049-620-005	Mill lanes, repair shld, resurface, guardrail		\$ 435,000							\$ 435,000	3.9 miles
20	049-620-007	Culvert Replacement and Liners								\$ 118,000	\$ 118,000	6 pipes
23	049-623-015	Bridge Replacement		\$ 275,000						\$ 275,000	\$ 550,000	0.2 miles
23	049-623-011	Tight Pave from TH 27 to Crow Wing CSAH 23		\$ 357,000							\$ 357,000	7.1 miles
43	049-643-016	Bituminous overlay from 177th St to CSAH 45		\$ 302,000							\$ 302,000	3.8 miles
45	049-645-012	Culvert Replacement		\$ 578,000							\$ 578,000	17 tapers
210	049-210-016	Bituminous overlay from CR 209 to CR 211	\$ 242,000						\$ 5,000		\$ 247,000	2.9 miles
211	049-211-016	Bituminous overlay from US 10 to CSAH 13	\$ 207,000						\$ 5,000		\$ 212,000	4 miles
213	049-596-009	Bituminous overlay from CSAH 13 to MNTH 115	\$ 330,400			\$ 425,600					\$ 756,000	5.6 miles
222	049-222-015	Mill, Reclaim, Base Stabilizer, Resurface	\$ 726,000								\$ 726,000	4.5 miles
261	049-261-015	Bituminous overlay from CSAH 43 to CSAH 46	\$ 212,000								\$ 212,000	2 miles
103 St	049-599-067	Old Bridge 49J46 Replacement Lakin/Mt Morris Twp						\$ 100,000	\$ 20,000		\$ 120,000	1 pipe
93 St	Local	Old Bridge L9942 Lakin Twp							\$ 20,000		\$ 20,000	1 pipe
350 Av	Local	Old Bridge L2911 Leigh/Granite Twp							\$ 20,000		\$ 20,000	1 pipe
225	049-225-015	Culvert Replacement Meadow Creek							\$ 130,000		\$ 130,000	1 pipe
233	049-233-016	Culvert Replacement 15"							\$ 50,000		\$ 50,000	1 pipe
238	049-238-016	Culvert Replacement 24"							\$ 50,000		\$ 50,000	2 lines
244	049-244-016	Box Culvert Replacement 10x5							\$ 100,000		\$ 100,000	1 pipe
Sub Total Construction			\$ 1,717,400	\$ 2,667,100	\$ 300,000	\$ 1,008,500	\$ 100,000	\$ 60,000	\$ 340,000	\$ 993,000	\$ 7,186,000	
<b>Contract Improvements</b>												
Local	System wide	Dura-patch								\$ 50,000	\$ 50,000	
Local	System wide	Rubberized crack sealer								\$ 50,000	\$ 50,000	
Local	System wide	Calcium Chloride								\$ 100,000	\$ 100,000	
Sub Total Contract Improvements									\$ -		\$ 200,000	
<b>2016 CONSTRUCTION TOTALS</b>			<b>\$ 1,717,400</b>	<b>\$ 2,667,100</b>	<b>\$ 300,000</b>	<b>\$ 1,008,500</b>	<b>\$ 100,000</b>	<b>\$ 60,000</b>	<b>\$ 340,000</b>	<b>\$ 993,000</b>	<b>\$ 7,386,000</b>	

RESOLUTION #2016 – 001  
Setting the 2016 Salary of the  
Morrison County Attorney, Auditor-Treasurer, Recorder and Sheriff

WHEREAS, the Morrison County Board of Commissioners is statutorily required to annually set the salary of the Morrison County Attorney, the Morrison County Auditor-Treasurer, the Morrison County Recorder and the Morrison County Sheriff (hereinafter collectively referred to as the Elected Officials); and

WHEREAS, the Elected Officials will be compensated according to the Morrison County pay plan in order to promote a uniform compensation system for the Elected Officials and the appointed employees of Morrison County; and

WHEREAS, such placement promotes continuity and uniformity within the County compensation system as part of this initial placement, and

WHEREAS, the applicable statutes provided that the County Board may not reduce the salary of the Elected Officials during the term for which the individual was elected or appointed; and

WHEREAS, the County Board has reviewed the statutory criteria; and

WHEREAS, the County Board has determined that the continued application of the County's pay plan provides a great savings to the citizens of Morrison County than would be provided by strict consideration of the Statutory Criteria:

NOW, THEREFORE, BE IT RESOLVED by the Morrison County Board of Commissioners and Morrison County that the 2016 salary for the Elected Officials shall be establishes as follows:

County Attorney: Grade 43, Step 9 at the annual salary of \$116,979.20.

County Auditor-Treasurer: Grade 38, Step 4 at the annual salary of \$79,040.00.

County Recorder: Grade 33, Step 5 at the annual salary of \$67,558.40.

County Sheriff: Grade 42, Step 6 at the annual salary of \$100,006.40.

Adopted this 5<sup>th</sup> day of January 2016.

  
Randy H. Wirscher, Chairman

  
Deb Gruber, Administrator

**Morrison County**  
**Elected Officials and Department Heads**  
**Travel Policy 2016**  
**Resolution #2016-002**

WHEREAS, Morrison County realizes that it is necessary to keep up on new legislation, and other new policies that will improve the operations of Morrison County and,

WHEREAS, it is also necessary to continue training and education in order to be able to continue providing good service for the taxpayers of Morrison County.

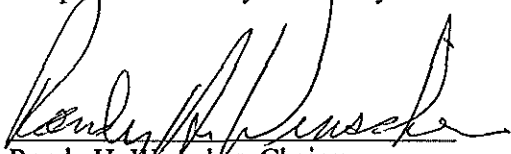
THEREFORE, The Morrison County Board of Commissioners authorize, subject to budget restrictions, out of state travel for Elected Officials and Department Heads to attend the following:

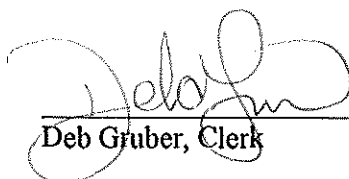
- NACO Annual Conference
- NACO Annual Legislative Conference
- Washington D.C., when necessary to lobby for legislation affecting Morrison County, to protect the interest of the county
- Travel required when serving on a NACO approved committee
- Meetings in adjacent states
- Seminars directly related to the officials job duties

Morrison County will pay for reasonable travel costs to and from the approved site. All other costs will follow the established travel policy as listed in the Morrison County Personnel Policy and/or the applicable IRS Code.

The County Board will review any request other than those listed above and if there is not sufficient time prior to the next board meeting to review, then it will be reviewed by the chair and vice-chair and if appropriate they may authorize the necessary travel.

Adopted this 5th day of January 2016.

  
Randy H. Winscher, Chairman  
Morrison County Board of Commissioners

  
Deb Gruber, Clerk

(seal)



**MORRISON COUNTY  
COMMITTEE MEETING ATTENDANCE PAYMENT FOR CITIZENS  
RESOLUTION #2016 - 003**

BE IT RESOLVED that the Morrison County Board of Commissioners hereby establish the committee meeting attendance payment for all citizens appointed to serve on various committees designated to receive said payment as follows for 2016:

- Morrison County Board of Adjustments - \$50.00 per meeting
- Morrison County Planning Commission - \$50.00 per meeting
- All other County Board appointed committees (including the Morrison County Trails Committee) \$50.00 per meeting

No more than one payment will be made per day to any Committee member.

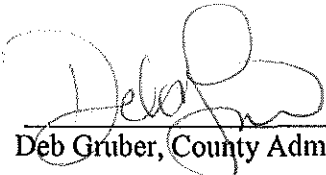
Adopted this 5<sup>th</sup> day of January 2016.

STATE OF MINNESOTA }  
COUNTY OF MORRISON }

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Commissioner	Yes	No	Abs	Mot	2nd
Jelinski	✓				✓
Johnson	✓				
Winscher	✓				
Wilson	✓			✓	
Maurer	✓				

Witness by hand and seal this 5<sup>th</sup> day of January 2016.

  
\_\_\_\_\_  
Deb Gruber, County Administrator

**MORRISON COUNTY  
PUBLIC MEETING NOTICES  
RESOLUTION #2016-004**

WHEREAS, THE Morrison County Board of Commissioners, carrying out their functions during the year of 2016, will hold numerous and varied meetings to consider the business of Morrison County Government in various places in and about Morrison County; and

WHEREAS, it is the express intent of the Morrison County Board of Commissioners to hold such meetings in an open public forum; and

WHEREAS, it is the express intent of the Morrison County Board of Commissioners to provide notification of said meetings as prescribed by Minnesota Statute Chapter 13D,

NOW THEREFORE, BE IT RESOLVED, by the Morrison County Board of Commissioners that the County bulletin board, which is located in the public entry of the new Government Center be hereby designated as the public place for notification of all regular County Board of Commissioners Meetings;

BE IT FURTHER RESOLVED that all regular meetings of the County Board shall, in so far possible, be held in the Commissioner's Room, Government Center, Morrison County, Little Falls, Minnesota, on two Tuesdays of each month, beginning at approximately 9:00 a.m., with agendas having been prepared and distributed in advance of the meetings declaring the location and the approximate time schedule for call to order, consideration of agenda items and approximate time of recess or adjournment, and

BE IT FURTHER RESOLVED that the date, time, place, and purpose of all regular and special meetings of the County Board shall be electronically mailed at least three days in advance of the meeting to all persons who file a written or electronic mail request for notification of meetings, said request to be in effect for one year, and

BE IT FURTHER RESOLVED that in the event of need for an emergency meeting of the County Board within less than three days, notification may be provided to all persons requesting notification by electronic – mail as soon as reasonably practical after notification of County Board Members, and

BE IT FURTHER RESOLVED that all notifications of the various and sundry committees be electronically mailed to all persons who file a request for notification, said request to be in effect for one year, and

BE IT FURTHER RESOLVED that all persons requesting notification of regular or special County Board Meetings and their various and sundry committees designate an electronic mail address on their request to be used for this purpose,

FINALLY, BE IT RESOLVED that all meetings, seminars, or conferences attended by the Morrison County Board of Commissioners are open meetings for any person to attend at their own expense.

Adopted this 5<sup>th</sup> day of January 2016.

STATE OF MINNESOTA }  
COUNTY OF MORRISON }

I, Deb Gruber, County Administrator, Morrison County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Morrison County in Little Falls, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on this 5<sup>th</sup> day of January 2016, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Commissloner	Yes	No	Abs	Mot	2nd
Jelinski	✓				✓
Johnson	✓				
Winscher	✓				
Wilson	✓			✓	
Maurer	✓				

Witness by hand and seal this 5<sup>th</sup> day of January 2016.

  
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Deb Gruber, County Administrator

## 2016 CITIZEN COMMITTEE APPOINTMENTS

Revised as of 1.04.16

### COMMITTEES WITH TERM LIMITS

#### 2 TERMS-3 YEARS EACH

COMMITTEE NAME	DIST # NAME	BEGAN APPT	TERM END
AIRPORT COMMISSION	S. Don Rudolph	1985	12/31/2017
AIRPORT COMMISSION	John Britz	2010	12/31/2016
RURAL DEV. FIN. AUTHORITY	Rob Ronning	1/7/2014	12/31/2016
RURAL DEV. FIN. AUTHORITY	Andrea Lauer	9/10/2013	12/31/2018
RURAL DEV. FIN. AUTHORITY	Auditor		Staff
RURAL DEV. FIN. AUTHORITY	County Administrator	1994	Staff

### COMMITTEES WITH TERM LIMITS

#### 3 TERMS-3 YEARS EACH

COMMITTEE NAME	DIST # NAME	BEGAN APPT	TERM END
PLANNING COMMISSION	1 Tom Crawford	1/5/2010	12/31/2016
PLANNING COMMISSION	2 Francis (Babe)Brisk	1/5/2010	12/31/2020
PLANNING COMMISSION	3 Dave Stish	1/5/2010	12/31/2016
PLANNING COMMISSION	4 Paul Tshida	7/10/2012	12/31/2018
PLANNING COMMISSION	5 Ross Wamre	12/31/2015	12/31/2018
PLAN. COMM. ALTERNATE	1 Russ Nygren	8/4/2015	
PLAN. COMM. ALTERNATE	2 David Brutscher	2/10/2015	
PLAN. COMM. ALTERNATE	3 George Sandy	4/12/2011	
PLAN. COMM. ALTERNATE	4		
PLAN. COMM. ALTERNATE	5 Bob Doucette	4/26/2011	
BOARD OF ADJUSTMENTS	5 Mary Lange	12/31/2015	12/31/2018
BOARD OF ADJUSTMENTS	2 Deb Meyer	1/4/2011	12/31/2016
BOARD OF ADJUSTMENTS	3 Dave Stish	7/7/2013	12/31/2018
BOARD OF ADJUSTMENTS	1 Jerry Wenzel	10/21/2014	12/31/2025
BOARD OF ADJUSTMENTS	4 BethyyJo Juetten	12/31/2015	12/31/2018

**2016 CITIZEN COMMITTEE APPOINTMENTS**  
**COMMITTEES WITH BY-LAWS GOVERNING TERMS/LIMITS**  
**3 TERMS-3 YEARS EACH**

COMMITTEE NAME	DIST #	NAME	BEGAN APPT	TERM END
<b>PH Advisory - 3 year term</b>				
PUBLIC HEALTH ADVISORY	1	Janet Sanderson	2/7/2012	12/31/2016
PUBLIC HEALTH ADVISORY	1	Gerard Wenzel	01/18/11	12/31/2017
PUBLIC HEALTH ADVISORY	2	Suzan Wasland	01/07/14	12/31/2016
PUBLIC HEALTH ADVISORY	2	Mary Kenna	01/07/14	12/31/2016
PUBLIC HEALTH ADVISORY	3	Lindsay Fuchs	01/07/14	12/31/2016
PUBLIC HEALTH ADVISORY	3	Lyn Kull	03/24/15	12/31/2017
PUBLIC HEALTH ADVISORY	4	Stephanie Fyten	02/05/13	12/31/2017
PUBLIC HEALTH ADVISORY	4	Pearl Wilson	03/24/15	12/31/2017
PUBLIC HEALTH ADVISORY	5	DiAnn Loven	03/24/15	12/31/2017
PUBLIC HEALTH ADVISORY	5	Susan Doran	3/13/12	12/31/2016
PUBLIC HEALTH ADVISORY	DDS	Vacant		
PUBLIC HEALTH ADVISORY	RN	Jennifer Hove	12/15/15	12/31/2018
PUBLIC HEALTH ADVISORY	Dr.	Dr. Greg McNamara		Staff
PUBLIC HEALTH ADVISORY	Env.	Mark Anderson	01/07/14	12/31/2016
PUBLIC HEALTH ADVISORY	student	Kristen Athmann	7/7/2015	5/31/2017
PUBLIC HEALTH ADVISORY	student	Brandon Yorek	07/07/15	5/31/2017
<b>Serve 2-3 year terms</b>				
EXTENSION	5	Mark Koehn	1/4/2011	12/31/2016
EXTENSION	2	Leah Schilling	1/1/2014	12/31/2016
EXTENSION	1	Tina Snell	7/1/2014	12/31/2017
EXTENSION	3	Liz Verley	1/4/2011	12/31/2016
EXTENSION	5 at lrg	Larry Ehoff	1/6/2015	12/31/2017
EXTENSION	4	Dave Solinger	1/1/2014	12/31/2016
EXTENSION		Auditor/Treasurer	Ongoing	
<b>5 Year terms</b>				
HOUSING AUTHORITY	1	Alice Sunde	3/4/2004	4/30/2019
HOUSING AUTHORITY	2	Elaine Schomer	9/1/1994	4/30/2020
HOUSING AUTHORITY	4	Ron Monson	1/19/2012	4/30/2017
HOUSING AUTHORITY	3	Cella DeGroot	8/1/1985	4/30/2018
HOUSING AUTHORITY	5	Ralph Johnson	1/1/1985	4/30/2016
RICH PRAIRIE S & W DISTRICT	Genola	Chuck Storkamp	6/24/1995	12/31/2017
RICH PRAIRIE S & W DISTRICT	Genola	Larry Korf	6/24/2005	12/31/2018
RICH PRAIRIE S & W DISTRICT	Pierz	Mark Fyten	1/4/2011	12/31/2018
RICH PRAIRIE S & W DISTRICT	Pierz	Dave Fisher	1/4/2011	12/31/2018
RICH PRAIRIE S & W DISTRICT	Pierz	Herbert Broschofsky	4/5/2005	12/31/2017
RICH PRAIRIE S & W DISTRICT	Buckm	George Dehler	1997	12/31/2017
RICH PRAIRIE S & W DISTRICT	Buckm	Greg Gangl	10/23/2001	12/31/2018
RECREATIONAL TRAILS	1	Alice Sunde	10/26/2010	12/31/2016
RECREATIONAL TRAILS	3	Tom Olson	8/24/2010	12/31/2016
RECREATIONAL TRAILS	4	Dan Scholl	8/24/2010	12/31/2016
RECREATIONAL TRAILS	2	Bob Reinitz	8/25/2010	12/31/2016
RECREATIONAL TRAILS	5	Jan Lasar	8/26/2010	12/31/2016

**SPECIAL APPOINTMENTS TO VARIOUS COMMITTEES**

COMMITTEE NAME	DIST #	NAME	BEGAN APPT	TERM END
EMS REGIONAL BOARD - Alt.		Jane Smalley	8/9/2005	
MISSISSIPPI HEADWATERS MISSISSIPPI HEADWATERS	1	Commissioner Maurer Amy Kowalzek	2009	Staff
MN. CENSUS CONTACT		Amy Kowalzek		No term
COUNTY SURVEYOR		Sam DeLeo	9/1/2013	9/9/2018
COUNTY ASSESSOR		Glen Erickson		12/31/2016
COUNTY HIGHWAY ENG.		Steve Backowski		5/31/2016
COUNTY VET. SERV. OFFICER		Kathy Marshik	5/28/2014	5/28/2018
N. CTRL. ECON. DEV. ASSOC. (Region V)		Duane Johnson	12/31/2013	12/31/2018
CTL. MN. COMMUNITY CORR. ADVISORY BOARD		Brian Middendorf VACANT - Citizen Rep.		
DATA COMPLIANCE OFFICER		Brian Middendorf		
MCICC GOVERNING BOARD		- Alt.		

**2016 STAFF COMMITTEE APPOINTMENTS**

COMMITTEE NAME	NAME	BEGAN	TERM
AMC DELEGATES AMC DELEGATES AMC DELEGATES	County Administrator	1994	Ongoing
BUDGET & FINANCE			Staff
BUDGET & FINANCE	Steve Backowski	1990	Staff
BUDGET & FINANCE	Deb Lowe	2015	Staff
BUDGET & FINANCE	Steve Messerschmidt		Staff
BUDGET & FINANCE	Brad Vold	1993	Staff
BUDGET & FINANCE	Deb Gruber	2005	Staff

**2016 STAFF COMMITTEE APPOINTMENTS (continued)**

COMMITTEE NAME	NAME	BEGAN	TERM
DEPARTMENT HEAD	All Dept. Heads		Staff
EMPLOYEE ASSOCIATION	Gloria Austin		Staff
EMPLOYEE ASSOCIATION	Sherry Wellnski		Staff

EMPLOYEE ASSOCIATION	Bradly Bolton	Staff
EMPLOYEE ASSOCIATION	Cyndi Bachan	Staff
EMPLOYEE ASSOCIATION	Darci Borwege	Staff
EMPLOYEE ASSOCIATION	Ginni Fitch	Staff
EMPLOYEE ASSOCIATION	LuAnn Jarvis	Staff
EMPLOYEE ASSOCIATION	Pam Marshik	Staff
EMPLOYEE ASSOCIATION	Jill Killeaney	Staff
EMPLOYEE ASSOCIATION	DelRae LeBlanc	Staff
EMPLOYEE ASSOCIATION	Leah Lint	Staff
EMPLOYEE ASSOCIATION	Sandy Lubbers	Staff
EMPLOYEE ASSOCIATION	Michelle Salber	Staff
EMPLOYEE ASSOCIATION	Jenny Sanders	Staff
EMPLOYEE ASSOCIATION	Jason Worlie	Staff
EMPLOYEE ASSOCIATION	Duane Johnson	Staff
EMPLOYEE ASSOCIATION	County Administrator	Staff

SAFETY COMMITTEE	Steve Backowski	1991	Staff
SAFETY COMMITTEE	Shawn Larsen	2015	Staff
SAFETY COMMITTEE	Vacant		Staff
SAFETY COMMITTEE	John Erdrich	1998	Staff
SAFETY COMMITTEE	Sheriff vacant	2006	Staff
SAFETY COMMITTEE	Steve Messerschmidt	1992	Staff
SAFETY COMMITTEE	County Administrator	1994	Staff
SAFETY COMMITTEE	Linda Browning	2010	Staff
SAFETY COMMITTEE	Fran Dosh	2010	Staff
SAFETY COMMITTEE	Beth Hamlin	2010	Staff
SAFETY COMMITTEE	John Schelonka	2014	Staff
SAFETY COMMITTEE	Judy Liddell	2010	Staff
SAFETY COMMITTEE	John Winzenburg	2010	Staff
SAFETY COMMITTEE	Sharon Peterson	2010	Staff
SAFETY COMMITTEE		2010	Staff
SAFETY COMMITTEE	Brad Vold	2011	Staff
SAFETY COMMITTEE	Linda Strand	2010	Staff
SAFETY COMMITTEE	Nancy Zachmeler	2010	Staff

BENEFITS COMMITTEE	Deb Gruber	Staff
BENEFITS COMMITTEE	Jamie Luberts	Staff
BENEFITS COMMITTEE	Louise Welle	Staff
BENEFITS COMMITTEE	Randy Brickweg	Staff
BENEFITS COMMITTEE	Karena Hovland	Staff
BENEFITS COMMITTEE	Lisa Noland	Staff
BENEFITS COMMITTEE	Gale Zimmerman	Staff
BENEFITS COMMITTEE	Doug Rekstad	Staff
BENEFITS COMMITTEE	Scott McKissock	Staff
BENEFITS COMMITTEE	Dan Hayes	Staff

ADMIN. CIT. ORD. - Hearing Off.	County Administrator	Ongoing
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**MORRISON COUNTY  
LIST OF COMMISSIONER APPOINTMENTS - 2016**

**ALL COMMISSIONERS**

County Board of Commissioners meeting	(2x per month)
County Board Planning Sessions	(monthly)
Governmental Agency Meetings	(as needed)
County Board Training Sessions	(as needed)
Outside Association Meetings	(as needed)
Department Head Committee	(as needed)
Community Health Services Board of Health	(Semi-annually)
AMC Delegation	(during two conf.)
Budget Committee	(monthly)
Community Corrections Joint Powers Board	(1x year)
TSWAC	(monthly)
Morrison County Recreational Trails Committee	(as needed)
Morrison County Public Safety Committee	(monthly)
Meeting with Area Legislators	(as needed)
Planning Commission	(monthly)
Army Compatible Use Buffer (ACUB)	(as needed)
Morrison County Water Plan Committee	(as needed)
Stand Up 4 U	(monthly)
PAC	(as needed)

**KEVIN MAURER – District #1**

Council on Aging	(5x year) (1 <sup>st</sup> Thursday of Month)
LF/Morrison County Airport Commission	(3 <sup>rd</sup> Thurs. 12:00 noon)
Little Falls Chamber of Commerce	(3x a year)
Mississippi Headwaters Board	(3 <sup>rd</sup> Friday 9:00 a.m.)
M. C. Public Health Advisory Committee	(6x year)
SHIP Leadership Committee	(Quarterly)
AMC Policy – Env. & Natural Resources	(As needed)
M. C. Rural Development Finance Authority	(As needed)
HRA	
Minnesota Rural Counties Caucus (MRCC)	
Camp Ripley Sentinel Landscape Committee	
Alternate: Central Mn. EMS	

**JEFF JELINSKI – District #2**

Morrison County Ag Society	(3 <sup>rd</sup> Thurs. 7:30 p.m.)
Hands of Hope Board of Directors	(3 <sup>rd</sup> Wed. 5:00 p.m.)
Homeland Security Emergency Management (HSEM)	(Quarterly @ 9:30 a.m.)
Regional Advisory Committee (RAC)	(Monthly @ 10:00 a.m.)
Emergency Services Board	(6x year @ 1:00 p.m.)
CAPS (Court, Attny, Corr, SS)	(Quarterly)
Central Mn. EMS Region Board	(Quarterly @ 9:00 a.m.)
MC Public Safety	(Quarterly)
Emergency Preparedness/EMS-1 <sup>st</sup> Responders/Fire Chiefs/MC Interop	
Extension Committee	(Quarterly @ 5:30 p.m.)
Law Library Board	(Annual May)
AMC Policy – Public Safety	(As needed)
Benefits Committee	(As needed)
ARMER Executive Committee	(6x year @ 11:00 a.m.)
Stand Up 4 U	(Monthly @ 5:00 p.m.)
Safe Roads Coalition	(Monthly @ Noon)
Owners & Operators/800 MHz	(Monthly @ 10:00 a.m.)
ARMER Leadership Committee	(Quarterly @ 9:00 a.m.)
ARMER Conference	(Annually)

**ALL COMMISSIONERS**

County Board of Commissioners meeting	(2x per month)
County Board Planning Sessions	(monthly)
Governmental Agency Meetings	(as needed)
County Board Training Sessions	(as needed)
Outside Association Meetings	(as needed)
Department Head Committee	(as needed)
Community Health Services Board of Health	(Semi-Annually)
AMC Delegation	(during two conf.)
Budget Committee	(as needed)
Community Corrections Joint Powers Board	(1x year)
TSWAC	(monthly)
Morrison County Recreational Trails Committee	(as needed)
Morrison County Public Safety Committee	(monthly)
Meeting with Area Legislators	(as needed)
Planning Commission	(monthly)
Army Compatible Use Buffer(ACUB)	(as needed)
Morrison County Water Plan Committee	(as needed)

**RANDY WINSCHER -- District #3**

Great River Regional Library	(3 <sup>rd</sup> Wed. 6:00 p.m. every other month)
Morrison County Soil & Water	(4 <sup>th</sup> Thurs. 9:00 a.m.)
Planning Commission	(4 <sup>th</sup> Mon. 7:00 p.m.)
TCC (Tri County Community Action)	3 <sup>rd</sup> Thurs. 5:00 p.m.)
Extension Committee	(Quarterly)
AMC (U of M) Extension Committee	(Annually)
AMC Policy -- General Government	(As needed)
Alternate: Emergency Services Board	
Alternate: LF/Morrison County Airport Commission	(3 <sup>rd</sup> Thurs. 12:00 noon)

**MIKE WILSON -- District #4**

Community Development Board	(3 <sup>rd</sup> Tues. 12:15 p.m.)
Community Corrections Executive Committee	(3 <sup>rd</sup> Wed. 9:00 a.m.)
TCC (Tri County Community Action)	(3 <sup>rd</sup> Thurs. 5:00 p.m.)
Community Health Services Executive Committee	(2x year)
Benton County Watershed District	(4x year)
AMC Policy -- Transportation	(As needed)
Benefits Committee	(As needed)
Alternate: South Country Health Alliance	
Alternate: Central Mn. Council on Aging	

**DUANE JOHNSON, District #5**

South Country Health Alliance Board	(4 <sup>th</sup> Mon. 9:00 a.m.)
Community Corrections Executive Committee	(3 <sup>rd</sup> Wed. 9:00 a.m.)
Community Development Board	(3 <sup>rd</sup> Tues. 12:15 p.m.)
Region 5 Development Commission	(4 <sup>th</sup> Thurs. 6:00 p.m.)
Yellow Ribbon Committee	(monthly)
Community Health Services Executive Committee	(2x year)
Community Corrections Advisory Board	(2x year)
Drug Court Steering Committee	(2x year)
AMC Policy -- Health & Human Service	(As needed)
M. C. Rural Development Finance Authority	(As needed)
Camp Ripley Citizen's Advisory Committee	(As needed)
Alternate: Mississippi Headwaters	
Alternate: EMS Regulatory Board	
Alternate: Great River Regional Library	



RESOLUTION #2016- 005  
 COUNTY BOARD MILEAGE REIMBURSEMENT

WHEREAS, Minnesota Statute 375.055 allows for reimbursement for necessary expenses in performing the duties of the office as set by resolution of the County Board; and

WHEREAS, Minnesota Statute 375.06 further explains the conditions reimbursement is allowed; and

WHEREAS; Minnesota Statute 375.163 allows for expenses of delegates to the Association of Minnesota Counties;

NOW THEREFORE, BE IT RESOLVED that the Morrison County Board of Commissioners follow the following schedule for reimbursement for mileage at the current IRS rate:

Allowable Meetings for Expense Reimbursement:

1. County Board meetings
2. County Committee meetings (when assigned as the representative or alternate)
3. Joint Powers Boards (when assigned as the representatives or alternate)
4. Meetings of Local Governments (cities, townships, school districts)
5. Meetings of AMC, NACO, MCIT and other County Associations
6. Meetings designated and approved by the County Board
7. Court/hearing or other appearances as necessitated by law
8. Training Sessions
9. Canvassing Board
10. Board of Equalization
11. Meetings for County created agencies (ex. Lake Improvement Districts, HRA, Rich Prairie Sewer and Water District etc.)
12. Planning Commission site visits
13. Board of Adjustment meetings or site visits

Meetings Not Allowed for Expense Reimbursements:

1. Meetings or events with non-profit or community groups not formally assigned by the County Board (ex. Township Recycling Days, Take Back the Night, etc.)
2. Social or Community organization meetings (Kiwanis, Lions, etc.)
3. Parades or Community celebrations (towns days, County fair, etc)

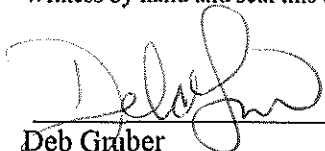
Adopted this 5<sup>th</sup> day of January 2016.

STATE OF MINNESOTA }  
 COUNTY OF MORRISON }

I, Deb Gruber, County Administrator, Morrison County, Minnesota hereby certify that I have compared the foregoing copy of the resolution of the County Board of said County with the original record thereof on file in the Administration Office of Morrison County in Little Falls, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on this 5<sup>th</sup> day of January 2016 and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Commissioner	Yes	No	Abs	Mot	2nd
Jelinski	✓				✓
Johnson	✓				
Winscher	✓				
Wilson	✓			✓	
Maurer	✓				

Witness by hand and seal this 5<sup>th</sup> day of January 2016.

  
 \_\_\_\_\_  
 Deb Gruber  
 County Administrator

**RESOLUTION #2016- 006**  
**Code of Conduct**  
**Morrison County Board of Commissioners**

WHEREAS, The Morrison County Board functions within the statutory framework of Minnesota law. General powers and responsibilities are found in Minnesota Statutes, especially but not exclusively Chapters 370, 373, 375. Minnesota Statutes supersedes all bylaws, rules and policies established by the Board.

WHEREAS, It is the policy of the Morrison County Board to maintain a respectful work and public service environment free from violence, discrimination, harassment, and other offensive or degrading remarks or conduct.

WHEREAS, All members of the Morrison County Board of Commissioners shall act in a professional, respectful and lawful manner at all times while performing their duties and representing the organization.

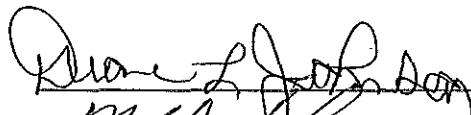
WHEREAS, The Morrison County Board of Commissioners will not tolerate disrespectful or unprofessional behavior towards constituents, members of the public, employees, or other Elected Officials.

WHEREAS, The following meeting conduct rules shall apply to all County Board meetings, Board appointed committee meetings, advisory meetings or any other interaction a Morrison County Commissioner may have with the each other, the public or employees:

1. Respect the dignity of all individuals.
2. Respect one another's facts, opinions and right to speak.
3. Refrain from using profane, threatening or abusive language.
4. Treat people with respect and dignity in all interactions related to County Government.
5. Allow citizens, staff or colleagues sufficient opportunity to present their views in a respectful, tolerant and attentive manner.

NOW THEREFORE BE IT RESOLVED, If a Morrison County Commissioner is made aware of another Commissioner's not behaving in a professional, respectful or lawful manner, it is their responsibility to bring the matter to the attention of the entire County Board to be addressed as deemed necessary.

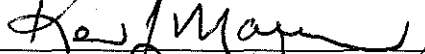
Adopted this 5<sup>th</sup> day of January 2016.



Duane Johnson, Morrison County Commissioner



Mike Wilson, Morrison County Commissioner



Kevin Maurer, Morrison County Commissioner



Jeff Jelinski, Morrison County Commissioner



Randy Winscher, Morrison County Commissioner