



MORRISON COUNTY BOARD OF COMMISSIONERS OFFICIAL MINUTES

January 7, 2014

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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 Randy Winscher, Duane Johnson, Kevin Maurer and Jeff Jelinski.

Staff present: Deb Gruber, Brian Middendorf, Russ Nygren, Brad Vold, Bonnie Paulsen, Michelle Fussy, Michelle Warnberg, Beth Hamlin and Nicole Nordlund.

Others present: Jennie Zeitler, Patrick Eastman and Carmela Eastman.

ELECTION OF COUNTY BOARD CHAIRMAN

The Clerk to the County Board called for nominations for County Board Chairman. Commissioner Winscher nominated Commissioner Jelinski, the Clerk to the Board called for nominations three times. A motion was made by Commissioner Winscher, seconded by Commissioner Johnson to close nominations and cast a unanimous ballot for Commissioner Jelinski to serve as Board Chair for 2014. The motion carried unanimously.

ELECTION OF COUNTY BOARD VICE-CHAIRMAN

The Clerk to the County Board called for nominations for County Board Vice-Chairman. Commissioner Winscher nominated Commissioner Maurer, the Clerk to the Board called for nominations three times. A motion was made by Commissioner Winscher, seconded by Commissioner Johnson to close nominations and cast a unanimous ballot for Commissioner Maurer to serve as Board Vice-Chair for 2014. The motion carried unanimously.

The County Board recessed at 9:01 a.m. and resumed the meeting again at 9:08 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, 2013.

AGENDA CHANGES

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

BID 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 Winscher, seconded by Commissioner Maurer to approve Resolution #2014-001, Legal Printing designating the Morrison County Record for legal printing at the following rates:

Line Rate:	\$0.82 per line
Display Ad Rate:	\$6.85 per column inch

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

PUBLIC HEARING: LIQUOR LICENSE APPLICATION

A motion was made by Commissioner Johnson, seconded by Commissioner Winscher and carried unanimously to approve an Off Sale Liquor License to Carmela Eastman dba Up North in Hillman, MN.



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SOCIAL SERVICES REPORT

A motion was made by Commissioner Maurer, seconded by Commissioner Johnson and carried unanimously to approve a new vendor contract for George Tetreault, dba Tetreault Psychological Services, PLLC. This contract is not to exceed \$30,000 and the services to be provided include Diagnostic Assessments for children age 0-3, Parental Capacities and Consultation.

PUBLIC HEALTH REPORT

Bonnie Paulsen, Public Health Director, Michelle Fussy and Michelle Warnberg, Registered Sanitarians, presented to the Board information on the Radon Project Public Health has been working on since 2008 and the results and their plan moving forward across the County. More information and test kits are available at Public Health.

Bonnie Paulsen, Public Health Director also informed the Board on upcoming meetings.

COUNTY BOARD WARRANTS

A motion was made by Commissioner Winscher and seconded by Commissioner Maurer 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 7, 2014 be approved for payment:

REVENUE	\$103,563.19
PUBLIC WORKS	\$ 51,757.82
SOCIAL SERVICE	\$ 41,026.55
SOLID WASTE	\$ 80.00
LOCAL COLLABORATIVE	\$ 296.64
TOTAL	\$196,724.20

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

ADMINISTRATORS REPORT

A motion was made by Commissioner Maurer, seconded by Commissioner Johnson and carried unanimously to approve Resolution #2014-002, Elected Officials and Department Heads Travel Policy for 2014.

A motion was made by Commissioner Johnson, seconded by Commissioner Maurer and carried unanimously to approve Resolution #2014-003, setting the 2014 Committee Meeting Attendance Payment for Citizens.

A motion was made by Commissioner Maurer, seconded by Commissioner Johnson and carried unanimously to approve Resolution #2014-004 for the Public Meeting Notices.

A motion was made by Commissioner Winscher, seconded by Commissioner Johnson and carried unanimously to approve Resolution #2014-005, setting the Elected Officials Minimum Annual Salaries for 2014.

A motion was made by Commissioner Johnson, seconded by Commissioner Maurer and carried unanimously to approve the Citizens Committee Appointment as presented to the County Board for 2014.



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Commissioner Jelinski proposed switching his AMC – Health and Human Services appointment for Commissioner Johnson's AMC – Public Safety appointment; and asked if Commissioner Winscher would be interested in switching his AMC-General Government appointment with Commissioner Johnson's AMC – Health and Human Services appointment. Commissioner Winscher stated that he will keep his AMC –General Government Appointment. Commissioner Johnson stated that he will switch with Commissioner Jelinski.

Commissioner Maurer voiced his concerns with the County Board serving on the Northern Pines Board due to a possible conflict of interest. A motion was made by Commissioner Maurer to exclude the County from serving on the Northern Pines Board, the motion died due to lack of a second.

A motion was made by Commissioner Johnson, seconded by Commissioner Winscher and carried unanimously to approve the County Board Committee Appointments for 2014 with the changes that were discussed.

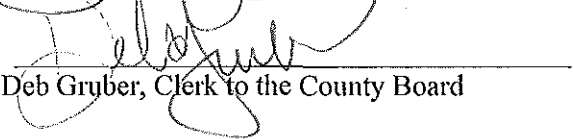
COUNTY BOARD REPORTS AND SCHEDULE

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 10:19 a.m.


Jeffrey J. Jelinski, Chairman


Deb Gruber, Clerk to the County Board

**MORRISON COUNTY
LEGAL PRINTING
RESOLUTION #2014- 001**

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 2014;

BE IT FURTHER RESOLVED, that the Morrison County Web Site (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.

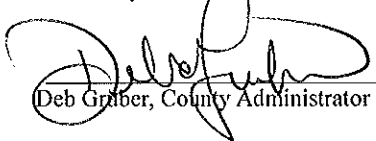
Adopted this 7th day of January, 2014.

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 7th day of January, 2014, 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	X				
Johnson	X				
Winscher	X			✓	
Meyer					
Maurer	X				✓

Witness by hand and seal this 7th day of January, 2014.



Deb Gruber, County Administrator

**MORRISON COUNTY
ELECTED OFFICIALS AND DEPARTMENT HEADS TRAVEL POLICY 2014
Resolution #2014- 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 services 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.

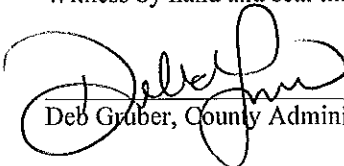
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Commissioner	Yes	No	Abs	Mot	2nd
Jelinski	X				
Johnson	X				✓
Winscher	X				
Meyer					
Maurer	X			✓	

Witness by hand and seal this 7th day of January, 2014.



Deb Gruber, County Administrator

**MORRISON COUNTY
 COMMITTEE MEETING ATTENDANCE PAYMENT FOR CITIZENS
 RESOLUTION #2014 - 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 2014:

- 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)
 \$40.00 per meeting

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

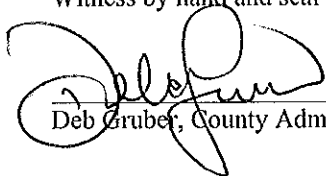
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Commissioner	Yes	No	Abs	Mot	2nd
Jelinski	✓				
Johnson	✓			✓	
Winscher	✓				
Meyer					
Maurer	✓				✓

Witness by hand and seal this 7th day of January, 2014.



 Deb Gruber, County Administrator

**MORRISON COUNTY
PUBLIC MEETING NOTICES
RESOLUTION #2014 - 004**

WHEREAS, THE Morrison County Board of Commissioners, carrying out their functions during the year of 2014, 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.

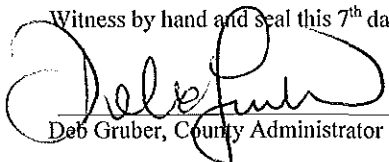
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Commissioner	Yes	No	Abs	Mot	2nd
Jelinski	✓				
Johnson	✓				✓
Winscher	✓				
Meyer					
Maurer	✓			✓	

Witness by hand and seal this 7th day of January, 2014.



Deb Gruber, County Administrator

RESOLUTION #2014-005

ELECTED OFFICIALS MINIMUM ANNUAL SALARIES

WHEREAS, Minnesota Statutes require the County Board once every four years to set by resolution the minimum annual salaries of the County elected Department Head positions, and

WHEREAS, at the January meeting prior to the first date on which applicants may file for the office of County Auditor/Treasurer, County Attorney, County Recorder and County Sheriff, the County Board shall set by resolution the minimum salary to be paid to the Elected Officials.

THEREFORE, BE IT RESOLVED, the Morrison County Board of Commissioners hereby set the minimum annual salary for the County Attorney, the County Sheriff, the County Recorder and County Auditor/Treasurer at the minimum amount of \$7,000 for the next term following.

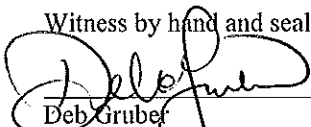
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Commissioner	Yes	No	Abs	Mot	2nd
Jelinski	✓				
Johnson	✓				✓
Winscher	✓			✓	
Meyer					
Maurer	✓				

Witness by hand and seal this 7th day of January, 2014.



Deb Gruber
County Administrator

2014 CITIZEN COMMITTEE APPOINTMENTS

COMMITTEES WITH TERM LIMITS 2 TERMS/3 YEARS EACH

COMMITTEE NAME	DIST #	NAME	BEGAN APPT	TERM END
AIRPORT COMMISSION		S. Don Rudolph	1985	12/31/2014
AIRPORT COMMISSION		John Britz	2010	12/31/2013
RURAL DEV. FIN. AUTHORITY		Rob Ronning	1/7/2014	12/31/2016
RURAL DEV. FIN. AUTHORITY		Andrea Lauer	9/10/2013	12/31/2015
RURAL DEV. FIN. AUTHORITY		Russ Nygren		Staff
RURAL DEV. FIN. AUTHORITY		County Administrator	1994	Staff

COMMITTEES WITH TERM LIMITS 3 TERMS/3 YEARS EACH

PLANNING COMMISSION	1	Tom Crawford	1/5/2010	12/31/2013
PLANNING COMMISSION	2	Darvin Keehr	1/5/2010	12/31/2014
PLANNING COMMISSION	3	Dave Stish	1/5/2010	12/31/2014
PLANNING COMMISSION	4	Paul Tshida	7/10/2012	12/31/2015
PLANNING COMMISSION	5	Bob Lorenz, Jr.	1/5/2010	12/31/2015
PLAN. COMM. ALTERNATE	1			
PLAN. COMM. ALTERNATE	2	Francis Brisk	1/5/2010	12/31/2014
PLAN. COMM. ALTERNATE	3	George Sandy	4/12/2011	12/31/2014
PLAN. COMM. ALTERNATE	4	Joe Stumpf	8/20/2013	12/31/2015
PLAN. COMM. ALTERNATE	5	Bob Doucette	4/26/2011	12/31/2015
BOARD OF ADJUSTMENTS	5	Charlie Gunderson	9/27/2005	12/31/2015
BOARD OF ADJUSTMENTS	2	Deb Meyer	1/4/2011	12/31/2013
BOARD OF ADJUSTMENTS	3	Dave Stish	1/5/2010	12/31/2015
BOARD OF ADJUSTMENTS	1	Chuck Forss	1/1/2013	12/31/2015
BOARD OF ADJUSTMENTS	4	Claude Dahman	7/25/2006	12/31/2015

2014 CITIZEN COMMITTEE APPOINTMENTS
COMMITTEES WITH BY-LAWS GOVERNING TERMS/LIMITS 3 TERMS/2 YEARS EACH

COMMITTEE NAME	DIST #	NAME	BEGAN APPT	TERM END
PH Advisory - 2 year term				
PUBLIC HEALTH ADVISORY	1	Janet Sanderson	2/1/2012	12/31/2015
PUBLIC HEALTH ADVISORY	1	Gerard Wenzel	01/04/11	12/31/2014
PUBLIC HEALTH ADVISORY	2	Suzan Wasland	01/07/14	12/31/2015
PUBLIC HEALTH ADVISORY	2	Mary Kenna	01/07/14	12/31/2015
PUBLIC HEALTH ADVISORY	3	Lindsay Fuchs	01/07/14	12/31/2015
PUBLIC HEALTH ADVISORY	3	Betty Pasela	01/13/09	12/31/2014
PUBLIC HEALTH ADVISORY	4	Lisa Gall	01/18/11	12/31/2014
PUBLIC HEALTH ADVISORY	4	Stephanie Fyten	02/05/13	12/31/2014
PUBLIC HEALTH ADVISORY	5	Mark Anderson	1/7/2014	12/31/2015
PUBLIC HEALTH ADVISORY	5	Susan Dorn	3/1/2012	12/31/2015
PUBLIC HEALTH ADVISORY	DDS	VACANT		
PUBLIC HEALTH ADVISORY	Dr.	Dr. Greg McNamara		Staff
PUBLIC HEALTH ADVISORY	Env.	Marilyn Emerson	2/7/2006	12/31/2014
PUBLIC HEALTH ADVISORY	student	Elizabeth Theis		
PUBLIC HEALTH ADVISORY	student	Tyler Athman		
EXTENSION	5	Mark Koehn	1/4/2011	12/31/2013
EXTENSION	2	Leah Schilling	1/7/2014	12/31/2015
EXTENSION	1	Norman Siekman	2/24/2009	12/31/2014
EXTENSION	3	Liz Verley	1/4/2011	12/31/2013
EXTENSION	5 at lrg	Levi Muhlenkamp	3/22/2005	12/31/2013
EXTENSION	4			
EXTENSION		Russ Nygren		Secretary
HOUSING AUTHORITY	1	Alice Sunde	3/4/2004	8/3/2016
HOUSING AUTHORITY	2	Elaine Schomer	9/1/1994	9/29/2014
HOUSING AUTHORITY	4	Ron Monson	1/19/2010	12/31/2015
HOUSING AUTHORITY	3	Celia DeGroot	8/1/1985	11/22/2015
HOUSING AUTHORITY	5	Ralph Johnson	1/1/1985	11/22/2016
RICH PRAIRIE S & W DISTRICT	Genola	Chuck Storkamp	6/24/1995	12/31/2014
RICH PRAIRIE S & W DISTRICT	Genola	Larry Korf	6/24/2005	12/31/2014
RICH PRAIRIE S & W DISTRICT	Pierz	Mark Fyten	1/4/2011	12/31/2014
RICH PRAIRIE S & W DISTRICT	Pierz	Dave Fisher	1/4/2011	12/31/2014
RICH PRAIRIE S & W DISTRICT	Pierz	Herbert Broschofsky	4/5/2005	12/31/2014
RICH PRAIRIE S & W DISTRICT	Buckm	George Dehler	1997	12/31/2014
RICH PRAIRIE S & W DISTRICT	Buckm	Greg Gangl	10/23/2001	12/31/2012
RECREATIONAL TRAILS	1	Alice Sunde	10/26/2010	12/31/2013
RECREATIONAL TRAILS	3	Tom Olson	8/24/2010	12/31/2013
RECREATIONAL TRAILS	4	Dan Scholl	8/24/2010	12/31/2013
RECREATIONAL TRAILS	2	Bob Reinitz	8/25/2010	12/31/2013
RECREATIONAL TRAILS	5	Jan Lasar	8/26/2010	12/31/2015

SPECIAL APPOINTMENTS TO VARIOUS COMMITTEES

COMMITTEE NAME	DIST # NAME	BEGAN	TERM END	
EMS REGIONAL BOARD - Alt.	Jane Smalley	8/9/2005		
MISSISSIPPI HEADWATERS	Willard Doucette	12/18/2002	12/31/2015	
MISSISSIPPI HEADWATERS	Amy Kowalzek	2009	Staff	
TOBACCO APPEALS BOARD	Joe Czech	8/10/1999		
TOBACCO APPEALS BOARD	Bob Koetter	2000		
TOBACCO APPEALS BOARD	Jim Wielinski	1998		
TOBACCO APPEALS BOARD	Susan Lucken	2000	Alternate	
TOBACCO APPEALS BOARD	Curtis Tepley	2000	Alternate	
TOBACCO APPEALS BOARD	Bea Manka	2000	Alternate	
TOBACCO APPEALS BOARD	Cindy Phillips	2000	Alternate	
MN. CENSUS CONTACT	Amy Kowalzek		No term	
COUNTY SURVEYOR	Sam DeLeo	9/1/2013	9/1/2014	Do 4 month befo
COUNTY ASSESSOR	Glen Erickson		12/31/2016	
COUNTY HIGHWAY ENG.	Steve Backowski		5/31/2016	
COUNTY VET. SERV. OFFICER	Paul Froncak		7/31/2014	
N. CTRL. ECON. DEV. ASSOC.	Jon Vetter	2/23/2006	3/1/2014	
CTL. MN. COMMUNITY CORR. ADVISORY BOARD	Brian Middendorf VACANT - Citizen Rep.			