



MORRISON COUNTY BOARD OF COMMISSIONERS OFFICIAL MINUTES

OCTOBER 23, 2018

PAGE 1 of 3

The meeting was held in the Council Chambers, at City Hall in Little Falls MN, and was called to order at 9:00a.m. by Chairman Jelinski.

Members present: Commissioners Randy Winscher, Jeff Jelinski, Mike LeMieur, Greg Blaine, and Mike Wilson.

Staff present: Deb Gruber, Tabitha Maher, Brad Vold, Karen Szczodroski, Deb Lowe, Jolene Crosby, Shawn Larsen, Cindy Nienaber, Steve Backowski, Nicole Kern.

Others present: Tyler Jensen, Jonathan Wichmann, Andrew Toenjes, Thomas Anderson, John and Lisa Wimmer, Christine Ziehmman, Gary Ziehmman, Carol Hiscock.

APPROVAL OF COUNTY BOARD MINUTES

A motion was made by Commissioner Winscher, seconded by Commissioner LeMieur and carried unanimously to approve the Morrison County Board of Commissioner Minutes for October 9, 2018.

AGENDA CHANGES

A motion was made by Commissioner Wilson, seconded by Commissioner Blaine and carried unanimously approve agenda as presented.

FISH TRAP LAKE IMPROVEMENT DISTRICT

Thomas Anderson, and Chris Ziehmman, Fish Trap Lake Improvement District Representatives, presented the District Budget for 2019 and reported on various activities over the last year. A motion was made by Commissioner LeMieur, seconded by Commissioner Wilson to approve the 2019 Budget for the Fish Trap Lake Improvement District at \$17,300, \$60 per parcel. The motion carried on a roll call vote with all Commissioners voting 'aye'.

SOCIAL SERVICES REPORT

Brad Vold, Director, Karen Szczodroski, Supervisor, and Andrew Toenjes, Fraud Investigator, provided information on fraud statistics in our financial assistance program.

PUBLIC HEALTH REPORT

Brad Vold, Director, Cindy Nienaber, Supervisor, shared information on maternal child health in Morrison County.

The County Board recessed at 9:53am and reconvened at 9:59am.

HILLMAN MORRILL SECTION CORNER

David Meyers, Rinke Noonan Attorney, and Scott Marlin, Sterns County Surveyor, presented historic information on the Hillman-Morrill Township Section Corner and the County's role with the information found.



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CORRECTIONS REPORT

A motion was made by Commissioner Blaine, seconded by Commissioner Winscher and carried unanimously to approve a contract between the Collection Bureau of Little Falls and Morrison County Community Corrections.

AUDITOR/TREASURER REPORT

A motion was made by Commissioner LeMieur, seconded by Commissioner Wilson and carried unanimously to approve the sale of this property to the City for \$1 plus expenses per previous discussions with the City. The Minnesota Statute 282.01 Subd.1a(d) allows Morrison County to convey blighted property to a governmental subdivision for less than market value if they document their specific plans for correcting the blighted conditions.

WARRANTS

A motion was made by Commissioner Wilson, seconded by Commissioner Blaine to approve the following Resolution:

WHEREAS, the Morrison County Board of Commissioners have reviewed the list of County Board Warrants, with Manual and Auditor Warrants;

NOW THEREFORE, BE IT RESOLVED, that the list of County Board Warrants on file in the Auditor/Treasurer's Office for October 23rd, 2018 be approved for payment:

REVENUE	\$	94,413.85
PUBLIC WORKS	\$	32,671.30
SOCIAL SERVICE	\$	351,655.26
SOLID WASTE	\$	7,954.39
PARKS FUND	\$	645.00
LOCAL COLLABORATIVE	\$	19,179.60
TOTAL	\$	506,519.40
MEALS	\$	82.20

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

PUBLIC WORKS REPORT

A motion was made by Commissioner Blaine, seconded by Commissioner LeMieur to authorize four Resolutions #2018-074, #2018-075, #2018-076, #2018-077 of Certificate for Final Payment on Contract #272 to Anderson Brothers Construction Co. for Project Numbers: CP 049-228-006, SAP 049-604-004, SAP 049-619-009 and Tower Road in Upsala. Motion carried on a roll call vote with all Commissioners voting 'aye'.



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A motion was made by Commissioner Winscher, seconded by Commissioner LeMieur to authorize five Resolutions #2018-078, #2018-079, #2018-80, #2018-081, #2018-082 of Certificate for Final Payment on Contract #280 to Knife River Corporation (formerly Tri-City Paving) for Project Numbers: SAP 049-626-030, SAP 049-633-010, SAP 049-645-013, CP 049-270-018 and CP 049-272-018. Motion carried on a roll call vote with all Commissioners voting 'aye'.

Steve Backowski, County Engineer, presented the draft of the Public Rights of Way ADA Transition Plan that is ready for public review and comment.

CONSTRUCTION UPDATE

Pete and Mike Filippi, presented an updated construction timeline and budget sheet to the County Board.

ADMINISTRATORS REPORT


A motion was made by Commissioner LeMieur, seconded by Commissioner Winscher and carried unanimously to approve reappointing Martha Healy (primary) and Betsy Lindquist (alternate) to the Central Minnesota Emergency Medical Services (CMEMS) Advisory Committee for another 2 year term as recommended by commissioner Jelinski.

COUNTY BOARD REPORTS AND SCHEDULE

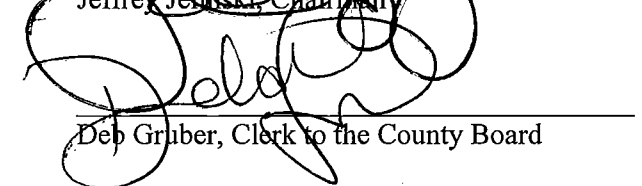
Members of the County Board reported on various meetings they have attended and on their upcoming schedule of meetings with various organizations.

ADJOURNMENT

A motion was made by Commissioner LeMieur, seconded by Commissioner Blaine and carried unanimously to adjourn the meeting at 11:13a.m.



Jeffrey Jelinski, Chairman



Deb Gruber, Clerk to the County Board

Collection Bureau of Little Falls, Inc.
120 1st St SE Suite 2
PO Box 246
Little Falls MN 56345-0246
Phn: 320.632.5757 or 800.450.5757
Fax: 320.632.0098 Email: cblf@getmymoney.biz

Collection Agreement

This agreement is made and entered into, by and between Morrison County Community Corrections, hereinafter referred to as "Client" and Collection Bureau of Little Falls, Inc., a collection agency duly licensed and bonded under and pursuant to the laws of the State of Minnesota, hereinafter referred to as "Agent."

The Client hereby appoints the Agent to collect and receive for the Client all sums of money due or payable on claims placed with the Agent. Remittances are mailed monthly, less our fee.

The Agent shall have the authority to receive payment in cash, check, or money order and shall have full authority to endorse and deposit into the Agent's trust account all negotiable instruments that may be received in payment.

The Agent, upon receiving Client's written permission, shall have authority to retain an attorney to represent the Agent in litigating claims for the Client when ordinary and reasonable collection efforts fail. The Agent is authorized to conduct all necessary arrangements and correspondence with the attorney. The Agent will advance all necessary legal costs, except when an action goes to trial or an account is forwarded to an affiliate agency. The Agent will not advance legal costs that the Client will be responsible for payment of without first receiving Client's permission. All process serving fees and court costs advanced by Agent are recovered from the first monies collected.

The Agent shall negotiate the settlement of claims in the best interest of the Client.

The Agent shall have the authority to forward any claim to other agencies or attorneys if the debtor resides out of the business area of the Agent.

The Agent shall accrue interest at the rate established by the Client's signed credit agreements. The Agent's fee will apply to the interest as well as the principal balance in these cases. In the absence of a signed credit agreement, Agent will add 6% simple interest to the outstanding principal balance and use this interest as a leverage tool to obtain the Client's balance. All interest collected by the Agent under this arrangement is retained by the Agent.

The Client shall pay the Agent the agreed fees on all payments made on claims placed, whether payment is made directly to the Client or to the Agent.

The Client shall notify the Agent of all payments made directly to the Client as soon as possible after such payments are received.

The Client shall avoid making any arrangements for payments with debtor by referring the debtor back to the Agent for all negotiations.

Client acknowledges that Agent will invest certain costs into accounts listed for collection, and Client agrees that all accounts in Agent's possession will be processed to conclusion. Non-legal accounts that are recalled by Client are subject to a handling fee of 10 % of the current account balance. If payment or payment arrangements have been made, or if legal action has been initiated on the claim being returned, the Client shall pay, at that time, the fee that would have been earned if the remaining balance was collected plus all unrecovered legal costs.

Client agrees to list with Agent the correct and lawful balance owed on each account placed for collection. Client agrees to indemnify and hold Agent harmless for any cause of action based on incorrect information given to Agent from Client. Agent agrees to indemnify and hold Client harmless for any cause of action based solely on Agent's collection practices.

Agent's rates are as follows:

Any payments received by CBLF during the first 30 days we have the account will be taken at a commission rate of 10%. From day 31 forward the commission rates below will apply:

- Accounts under \$100 50.0 %
- Accounts over \$100 30.0 %
- Accounts that require legal action, are forwarded,
or are listed as skips, second placements or judgments 50.0%

This contract is open ended with no expiration date. These terms may be modified at any time by written approval of both parties. Client may terminate the contract with a 30 day written notice to CBLF.

Client: Morrison County Community Corrections

Agent: Collection Bureau of Little Falls, Inc.

By: _____

By: Mark Verkuilen

Title: Director

Title: Vice President

Date: 10-17-18

Contact: Nicole Kern

Address: 213 1st Ave SE

Little Falls, MN 56345

Phone: 320.632.0302

Fax: _____

Email: nicolek@co.morrisn.mn.us

Please send me Acknowledgments by: Mail Fax Email (faxed and emailed acknowledgments are sent daily)

Special Instructions:

Client does not currently add interest or finance charges to the amounts placed for collection

Collection Bureau of Little Falls, Inc.

120 SE 1st St Suite 2

PO Box 246

Little Falls MN 56345-0246

Phone: 320.632.5757 or 800.450.5757

Fax: 320.632.0098

Email: cblf@getmymoney.biz

Blanket Assignment and Suit Authorization

We hereby assign our accounts to the Collection Bureau of Little Falls, Inc. We assign and authorize said assignee to take whatever legal means necessary to enforce collection.

If it shall become necessary to forward this account to an attorney for legal action, we hereby authorize the Collection Bureau of Little Falls, Inc., as our agent and assignee and as a convenience to us, to tender the claim to an attorney of their choice.

A copy of this agreement shall be considered as good as the original for the purposes of filing copies in Conciliation or District Court as evidence of our assignment.

Dated: 10-17-18

Client: Morrison County Community Corrections

By: _____

Title: Director of Community Corrections

Nicole Kern

Print above signed name

Resolution #2018-074
Certificate for Final Payment

Contract No. 272

Project No. CP 049-228-006

Class of Work: Bituminous Surfacing

Location: CR 228 from CSAH 15 to TH 238

WHEREAS: The County Board of Morrison County hereby recognizes that the work done by Anderson Brothers Construction Company of Brainerd, Minnesota under contract with Morrison County, made and entered into on April 4, 2017, relating to the furnishing of materials, and/or, the construction of the above named project has been completed.

WHEREAS: The Morrison County Engineer recommends final acceptance of said Project.

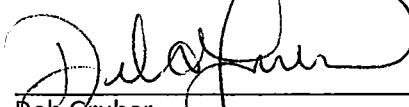
NOW, THEREFORE, BE IT RESOLVED: The Morrison County Board of Commissioners do certify and hereby find the Contractor entitled to total compensation for said work according to the final estimate.

Adopted this 23 day of October, 2018.

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 23 day of Oct, 2018 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.

Witness by hand and seal this 23 day of Oct, 2018



 Deb Gruber
 County Administrator

Commissioner	Yes	No	Abs	Mot	2nd
Jelinski	X				
Winscher	X				
Wilson	X				
LeMieur	X				X
Blaine	X			X	

Resolution #2018 075
Certificate for Final Payment

Contract No. 272

Project No. SAP 049-604-004

Class of Work: Bituminous Surfacing, Culvert Replacements

Location: CSAH 4, from CSAH 15 to CSAH 12

WHEREAS: The County Board of Morrison County hereby recognizes that the work done by Anderson Brothers Construction Company of Brainerd, Minnesota under contract with Morrison County, made and entered into on April 4, 2017, relating to the furnishing of materials, and/or, the construction of the above named project has been completed.

WHEREAS: The Morrison County Engineer recommends final acceptance of said Project.

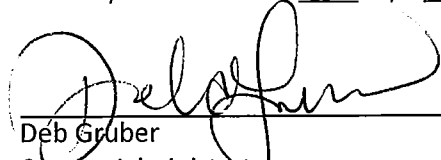
NOW, THEREFORE, BE IT RESOLVED: The Morrison County Board of Commissioners do certify and hereby find the Contractor entitled to total compensation for said work according to the final estimate.

Adopted this 23 day of October, 2018.

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Witness by hand and seal this 23 day of Oct, 2018


 Deb Gruber
 County Administrator

Commissioner	Yes	No	Abs	Mot	2nd
Jelinski	X				
Winscher	X				
Wilson	X				
LeMieur	X				X
Blaine	X			X	

Resolution #2018 076
 Certificate for Final Payment

Contract No. 272

Project No. SAP 049-619-009

Class of Work: Bituminous Surfacing, Culvert Replacements, Reclamation

Location: CSAH 19, from Todd CSAH 2 to TH 238 in Upsala

WHEREAS: The County Board of Morrison County hereby recognizes that the work done by Anderson Brothers Construction Company of Brainerd, Minnesota under contract with Morrison County, made and entered into on April 4, 2017, relating to the furnishing of materials, and/or, the construction of the above named project has been completed.

WHEREAS: The Morrison County Engineer recommends final acceptance of said Project.

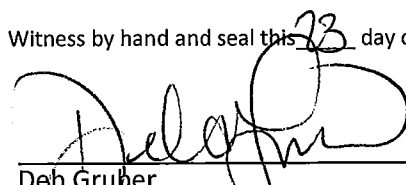
NOW, THEREFORE, BE IT RESOLVED: The Morrison County Board of Commissioners do certify and hereby find the Contractor entitled to total compensation for said work according to the final estimate.

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 Deb Gruber
 County Administrator

Commissioner	Yes	No	Abs	Mot	2nd
Jelinski	X				
Winscher	X				
Wilson	X				
LeMieur	X				X
Blaine	X			X	

Resolution #2018 077
 Certificate for Final Payment

Contract No. 272

Project No. Tower Road

Class of Work: Bituminous Surfacing, Reclamation

Location: Tower Road in Upsala

WHEREAS: The County Board of Morrison County hereby recognizes that the work done by Anderson Brothers Construction Company of Brainerd, Minnesota under contract with Morrison County, made and entered into on April 4, 2017, relating to the furnishing of materials, and/or, the construction of the above named project has been completed.

WHEREAS: The Morrison County Engineer recommends final acceptance of said Project.

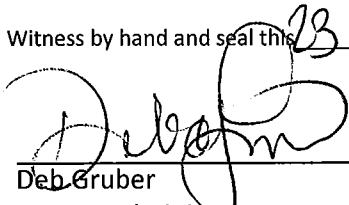
NOW, THEREFORE, BE IT RESOLVED: The Morrison County Board of Commissioners do certify and hereby find the Contractor entitled to total compensation for said work according to the final estimate.

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 Deb Gruber
 County Administrator

Commissioner	Yes	No	Abs	Mot	2nd
Jelinski	X				
Winscher	X				
Wilson	X				
LeMieur	X				X
Blaine	X			X	

Resolution #2018 078
Certificate for Final Payment

Contract No. 280

Project No. SAP 049-626-030

Class of Work: Bituminous Surfacing, Culvert Replacements, Reclamation

Location: CSAH 26 from CSAH 54 to TH 25

WHEREAS: The County Board of Morrison County hereby recognizes that the work done by Knife River Corporation – North Central (formerly Tri-City Paving) of Sauk Rapids, Minnesota under contract with Morrison County, made and entered into on April 3, 2018, relating to the furnishing of materials, and/or, the construction of the above named project has been completed.

WHEREAS: The Morrison County Engineer recommends final acceptance of said Project.

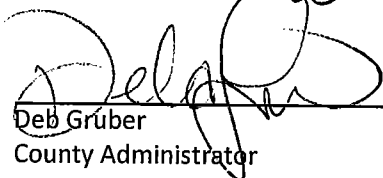
NOW, THEREFORE, BE IT RESOLVED: The Morrison County Board of Commissioners do certify and hereby find the Contractor entitled to total compensation for said work according to the final estimate.

Adopted this 23 day of October, 2018.

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 Deb Gruber
 County Administrator

Commissioner	Yes	No	Abs	Mot	2nd
Jelinski	X				
Winscher	X			X	
Wilson	X				
LeMieur	X				X
Blaine	X				

Resolution #2018 079
Certificate for Final Payment

Contract No. 280

Project No. SAP 049-633-010

Class of Work: Bituminous Surfacing

Location: CSAH 33 from Benton CSAH 6 to 113th Street

WHEREAS: The County Board of Morrison County hereby recognizes that the work done by Knife River Corporation – North Central (formerly Tri-City Paving) of Sauk Rapids, Minnesota under contract with Morrison County, made and entered into on April 3, 2018, relating to the furnishing of materials, and/or, the construction of the above named project has been completed.

WHEREAS: The Morrison County Engineer recommends final acceptance of said Project.

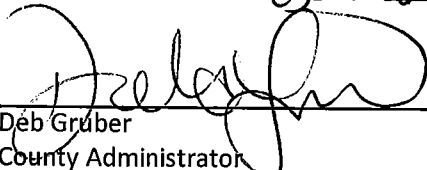
NOW, THEREFORE, BE IT RESOLVED: The Morrison County Board of Commissioners do certify and hereby find the Contractor entitled to total compensation for said work according to the final estimate.

Adopted this 23 day of October, 2018.

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 Deb Gruber
 County Administrator

Commissioner	Yes	No	Abs	Mot	2nd
Jelinski	X				
Winscher	X			X	
Wilson	X				
LeMieur	X				X
Blaine	X				

Resolution #2018 080
Certificate for Final Payment

Contract No. 280

Project No. SAP 049-645-013

Class of Work: Mill Bituminous, Stabilized Full Depth Reclamation, Culvert Replacements, Shoulder Widening, Bituminous Surfacing, and Aggregate Shouldering

Location: CSAH 45 from TH 27 to CSAH 47

WHEREAS: The County Board of Morrison County hereby recognizes that the work done by Knife River Corporation – North Central (formerly Tri-City Paving) of Sauk Rapids, Minnesota under contract with Morrison County, made and entered into on April 3, 2018, relating to the furnishing of materials, and/or, the construction of the above named project has been completed.

WHEREAS: The Morrison County Engineer recommends final acceptance of said Project.

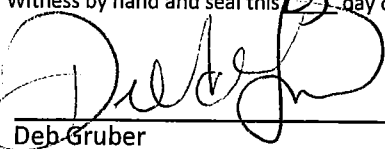
NOW, THEREFORE, BE IT RESOLVED: The Morrison County Board of Commissioners do certify and hereby find the Contractor entitled to total compensation for said work according to the final estimate.

Adopted this 13 day of October, 2018.

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 13 day of Oct, 2018 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.

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 Deb Gruber
 County Administrator

Commissioner	Yes	No	Abs	Mot	2nd
Jelinski	X				
Winscher	X			X	
Wilson	X				
LeMieur	X				X
Blaine	X				

Resolution #2018 081
 Certificate for Final Payment

Contract No. 280

Project No. CP 049-270-018

Class of Work: Bituminous Tight Paving & Aggregate Shouldering

Location: CR 270 from CSAH 47 to CSAH 8

WHEREAS: The County Board of Morrison County hereby recognizes that the work done by Knife River Corporation – North Central (formerly Tri-City Paving) of Sauk Rapids, Minnesota under contract with Morrison County, made and entered into on April 3, 2018, relating to the furnishing of materials, and/or, the construction of the above named project has been completed.

WHEREAS: The Morrison County Engineer recommends final acceptance of said Project.

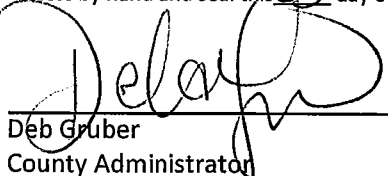
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 Deb Gruber
 County Administrator

Commissioner	Yes	No	Abs	Mot	2nd
Jelinski	X				
Winscher	X			X	
Wilson	X				
LeMieur	X				X
Blaine	X				

Resolution #2018 082
Certificate for Final Payment

Contract No. 280

Project No. CP 049-272-018

Class of Work: Bituminous Tight Paving & Aggregate Shouldering

Location: CR 272 fro CR 270 to CSAH 8

WHEREAS: The County Board of Morrison County hereby recognizes that the work done by Knife River Corporation – North Central (formerly Tri-City Paving) of Sauk Rapids, Minnesota under contract with Morrison County, made and entered into on April 3, 2018, relating to the furnishing of materials, and/or, the construction of the above named project has been completed.

WHEREAS: The Morrison County Engineer recommends final acceptance of said Project.

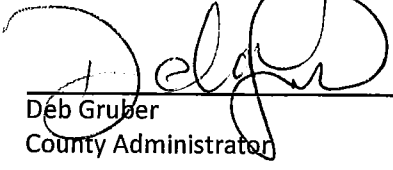
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 Deb Gruber
 County Administrator

Commissioner	Yes	No	Abs	Mot	2nd
Jelinski	X				
Winscher	X			X	
Wilson	X				
LeMieur	X				K
Blaine	X				