



MORRISON COUNTY BOARD OF COMMISSIONERS OFFICIAL MINUTES

MARCH 24, 2015

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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 Chairman Maurer.

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

Staff present: Deb Lowe, Brad Vold, Katy Kirchner, Shawn Larsen, Steve Backowski, Paul Bukovich, Steve Messerschmidt, Amy Kowalzek, Nicole Kern and Becky Moe.

Others present: Jim Wright, Chris Weiss, Scott Colombe, Col. Scott St. Sauver, Jack Olson, Jerry Chandler, Dan Bednarek, Jared Bolton, Loren Meyer Jeff Holubar, Jane Hennigir and Helen McLennan.

APPROVAL OF COUNTY BOARD MINUTES

A motion was made by Commissioner Winscher, seconded by Commissioner Johnson and carried unanimously to approve the Morrison County Board of Commissioner Minutes for March 10, 2015.

AGENDA CHANGES

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

CAMP RIPLEY ANNUAL REPORT

Colonel Scott St. Sauver presented to the Board the 2015 Community Brief, which covers various events that will be happening at Camp Ripley and the impact it may have on its neighbors. Colonel Scott St. Sauver also reported on the various things Camp Ripley has been working on over the year.

MINNESOTA COUNTIES INTERGOVERNMENTAL TRUST

Jane Hennigir, MCIT and Jeff Holubar, MCIT reviewed the annual report to the County Board and covered various aspects about MCIT and the benefits of the Trust. They also discussed Morrison County's property and casualty claims, Worker's Compensation claims and their effects and also discussed our dividends over the years.

SOIL AND WATER CONSERVATION DISTRICT

Helen McLennan, Soil and Water, reported on their current projects and various grant opportunities. She also presented their 2014 annual report.

COMMUNITY CORRECTION

Nicole Kern, Community Corrections Director, shared information on the current caseloads in Morrison County.

The County Board recessed at 10:35 a.m. and reconvened at 10:42 a.m.

SHERIFFS REPORT

Sheriff Shawn Larson presented the monthly report for February 2015 to the County Board.

Jack Olson, Cushing Township discussed with the Board the importance of the Sentence to Serve crew and what a great job they have been doing for Cushing Township.

SOCIAL SERVICES REPORT

A motion was made by Commissioner Winscher, seconded by Commissioner Jelinski and carried unanimously to approve the Director to enter into a contract with Unity Family Healthcare for social work services.



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Brad Vold, Social Services Director and Paul Bukovich Social Services Supervisor shared information on the use of waiver dollars in Morrison County.

PUBLIC HEALTH REPORT

A motion was made by Commissioner Johnson, seconded by Commissioner Jelinski and carried unanimously to approve filling the following vacancies to the Public Health Advisory Committee:

Lyn Kull — District # 3

Pearl Wilson — District #4

DiAnn Loven — District #5

Mark Anderson — Environmental Representative

A motion was made by Commissioner Johnson, seconded by Commissioner Winscher and carried unanimously to authorize the Chair of the Morrison County Board of Commissioners, the Morrison County Attorney and the Director of Morrison County Public Health to sign the Memorandum of Understanding for the Nurse Family Partnership Agreement between the Morrison-Todd-Wadena Community Health Board, the Cass County Community Health Board and the Nurse Family Partnership organization.

Katy Kirchner, Public Health Director discussed the upcoming activities planned for Public Health Week Monday, April 6th through Sunday, April 12th.

PLANNING AND ZONING REPORT

Jared Bolton and Loren Meyer, RtVision presented to the Board the new permitting software that is being utilized by the Planning and Zoning Office

EXTENSION REPORT

Becky Moe, 4-H Program Coordinator, presented the Extension Report for the month of February 2015 and reported on various events that have and will be taking place in the upcoming months.

AUDITOR/TREASURERS REPORT

A motion was made by Commissioner Johnson, seconded by Commissioner Jelinski and carried unanimously to approve an Exempt Permit for the Bethany Lutheran Church of Ramey to hold a bingo on April 12, 2015 at the Bethany Lutheran Church, to approve a gambling permit to the Scandia Valley First Response to conduct two bingo events (April 19, 2015 and November 22, 2015 at the Scandia Valley Town Hall and approve the renewal of the Display and Consumption permit to Arlen Swanson dba Ramey Store and Will Threlkvelde dba Falls Ballroom.

A motion was made by Commissioner Winscher, seconded by Commissioner Johnson and carried unanimously to approve Resolution #2015-018 Lake Shamineau Lake Improvement District.

Deb Lowe, Auditor/Treasurer reported the February 28, 2015 Cash Report.

COUNTY BOARD WARRANTS

A motion was made by Commissioner Johnson and seconded by Commissioner Wilson 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 March 24, 2015 be approved for payment:



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REVENUE	\$	112,963.35
PUBLIC WORKS	\$	40,892.70
SOCIAL SERVICE	\$	235,476.08
SOLID WASTE	\$	2,383.44
LOCAL COLLABORATIVE	\$	32,104.75
TOTAL	\$	423,820.32
MEALS	\$	76.91

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

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

PUBLIC WORKS REPORT

A motion was made by Commissioner Johnson, seconded by Commissioner Jelinski and carried unanimously to supporting and signing a letter of thanks to the Agriculture Department at the Little Falls Community High School.

A motion was made by Commissioner Johnson, seconded by Commissioner Winscher and carried unanimously to approve the 2015 Season Bids Abstract for:

- ITEM 1: Equipment Rental Rates
- ITEM 2: Bituminous Material
- ITEM 3: Winter Maintenance Sand
- ITEM 4: Calcium Chloride Application

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.

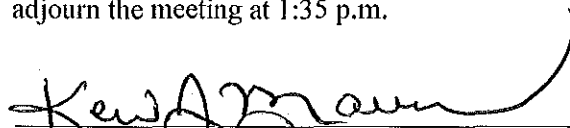
ADMINISTRATORS REPORT

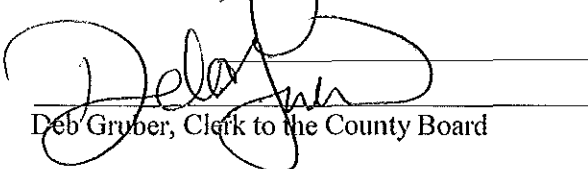
A motion was made by Commissioner Johnson Seconded by Commissioner Jelinski and carried unanimously to approve Resolution #2015-019, Closed Executive Session, County Administrators Performance Evaluation.

The meeting was closed at 12:20 p.m. and reconvened at 1:32 p.m.

ADJOURNMENT

A motion was made by Commissioner Jelinski, seconded by Commissioner Wilson and carried unanimously to adjourn the meeting at 1:35 p.m.


Kevin J. Maurer, Chairman


Deb Gruber, Clerk to the County Board

DATE: 3-24-15

MORRISON COUNTY BOARD OF COMMISSIONERS
COUNTY BOARD MEETING

PLEASE SIGN IN

NAME

ADDRESS/REPRESENTING

Dan Bednarek

Camp Ripley

Scott St Sawyer

Camp Ripley

Jerry R Chandler

LFs

Jack Olson

Randall

AGREEMENT BETWEEN
MORRISON TODD WADENA COMMUNITY HEALTH BOARD AND
CASS COUNTY COMMUNITY HEALTH BOARD
FOR NURSE FAMILY PARTNERSHIP PROGRAM

WHEREAS, both Morrison Todd Wadena Community Health Board (MTWCHB) and Cass County Community Health Board (CCCHB) wish to participate in the Nurse Family Partnership Program (NFP) program together to provide family home visiting services to county residents, and

WHEREAS, the MTWCHB and CCCHB need to partner in order to provide services and to be accepted into the NFP program.

THEREFORE, MTWCHB and CCCHB agree to: Designate a lead county for general management of the NFP program.

1. NFP program reports will be provided at the Administrator's Task Force meetings which are held four times a year, and additionally as needed. Cass County will be informed of these meetings and will be invited to join in person or by telephone.
2. Add additional counties in the future when appropriate and approved by the NFP national program as an expansion of the current approved program.
3. The NFP Nurse Supervisor Role is the title given by the NFP national program. This role is for program coordination, case consultation and direction to the NFP staff. The NFP Supervisor will not have duties related to hiring, discipline, termination and general employee annual performance evaluation, benefits or work hours. The NFP Supervisor may be asked to participate or give input to NFP's PHN Home Visitor or Data Entry Staff when asked by the employing county's administration.
4. Staff supervision remains with the county who employs each person working in the NFP project. Complaints about NFP staff will be directed to the Director of the employing agency.

Cost and Delivery of Services

1. Each County will have an NFP budget which includes the NFP expenses and revenues per that county's normal fiscal processes.
2. A NFP budget will be developed annually which includes the combined financial information from the participating counties. The NFP Supervisor will work with each county to assure costs are realized.

3. Each County will be responsible for billing for services to the third party payers for the work of their NFP staff. Those monies will be kept by the billing county.
4. Morrison and Todd Counties agree to keep accounting records of the work of the NFP Supervisor and the NFP Data Entry person.
 - A. Todd County will bill each county for up to 0.15 FTE or 25% of the NFP Supervisor FTE spent on the NFP program, whichever is lower. Mileage will be split by 25% per county for group activities such as reflective supervision meetings; and will be charged to individual counties for county specific activities such as supervision or approved outreach activities. Mileage will be billed at the prevailing federal IRS rate.
 - B. Morrison County will bill each county for actual time spent in the NFP program of the NFP data entry person. The data entry person will do data entry of referrals and documentation required by the National Service Office of NFP. The data entry person will also do other office duties as assigned by the NFP Supervisor and agreed upon by the other counties.
 - C. Each bill will include the total hours of service provided and actual cost to be paid and the type of service.
 - D. Morrison and Todd Counties will bill by the 15th of each month for the previous months services. The corresponding county agrees to reimburse for the billed services on a quarterly basis. Wadena County payments will be made through the MTW CHB fiscal host, Morrison County, on a quarterly basis following receipt of grant payments from MDH. Wadena County will be responsible to inform Morrison County of the payment amounts to disburse.
 - E. During the MIECHV grant period through 1/31/16, Morrison and Todd Counties will provide to Cass and Wadena Counties additional expenditure information as requested by MDH.
6. Tracking of time will be done by each county. This will be reviewed quarterly at the Admin Task Force of the MTWCHB, including the Cass County Public Health Director for this agenda item.
7. Mileage for PHN home visiting staff will be the responsibility of the employing county.
8. If supplies are needed for the program, and it is easier for one county to purchase all of the supplies, the assigned county will purchase all supplies and bill the other county for the supplies. The supplies will be authorized by the Directors before purchased. The billing for supplies will be at the end of the month purchased. The County being billed will have 60 days to pay.

Maternal Infant Early Childhood Home Visiting (MIECHV) Grant

MIECHV Grants for Wadena and Cass Counties' NFP Expansion Grants have been awarded for Wadena and Cass County to join the Morrison Todd NFP program grant, effective dates of

December 2012 – March 31, 2015; with an extension from April 1, 2015 to January 31, 2016. The following expenses will be fully reimbursed by the grants at 50% each grant.

- NFP Supervisor at required MIECHV grant training meetings expenses including travel, lodging and registration
- NFP Supervisor travel expense for annual national training and travel (One week in Colorado) if required
- NFP Annual National Consultation fee
- NFP Annual National Technical ETO fee
- MIECHV grant infant mental health consultant; for approved individual client consultation and general education consultation sessions which all NFP home visiting staff may attend. There are separate contracts with the provider for this service.

Terms of Agreement:


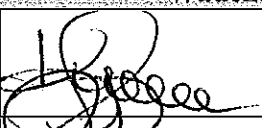
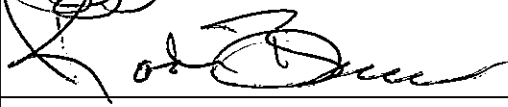
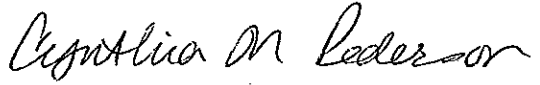
- a. This agreement provides the framework for the ongoing NFP program; continuation is not determined solely on grant funding
- b. Any alterations or modifications of the provisions of this agreement shall be valid only when they have been reduced to writing, duly signed and attached to the original of this agreement.
- c. Cancellation of this agreement may be done by either party with a 90 day notice in writing delivered by mail or in person
- d. The agreement will be reviewed every six months by the counties to review the costs and county roles. The counties will determine if any agreement modifications are needed.
- e. Effective date for this Agreement is April 1, 2015 through January 31, 2016, even though signatures may follow after April 1, 2015.

Liability: Each party to this agreement shall be liable for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other parties, its officers, employees, or agents. Liability of the Counties or other Minnesota political subdivisions shall be governed by provisions of the Municipal Tort Claims Act, Minn. Stat. 466, and other applicable laws.

Other Obligations: It is understood and agreed that the entire agreement of the parties is contained herein and that this agreement supersedes all oral agreements and negotiations between the parties related to the subject matter hereof.

IN WITNESS THEREOF, the MTWCHB and the CCCHB have executed this agreement and, approved as to form and execution.

Signature page for MTW CHB and Cass County CHB MOU for NFP:

Position	Signature	Date
Cass County		
Attorney		
Board Chairperson		
HHVS Director		
Morrison County		
Attorney		
Board Chairperson		3-24-15
Public Health Director		
Todd County		
Attorney		
Board Chairperson		
Public Health Director		
Wadena County		
Attorney		3-17-15
Board Chairperson		3-17-15
Public Health Director		3-17-15

RESOLUTION #2015 - 018

WHEREAS; Lake Shamineau LID, a body of water located in Scandia Valley Township, Morrison County, Minnesota, and

WHEREAS; Minnesota Statutes 103B.501 through 103B.581 authorize County Boards to establish Lake Improvement Districts which have, among other powers, the power to conduct programs of water improvement, and

WHEREAS; the Morrison County Board has received written requests from sixteen percent of the Lake Shamineau Riparian (littoral) landowners to establish a Lake Shamineau Lake Improvement District to address the issues listed above, and

NOW THEREFORE, the Morrison County Board of Commissioners hereby gives notice of its intent to establish the Lake Shamineau Lake Improvement District:

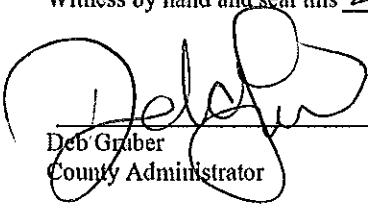
1. The Lake Improve District will include all riparian (littoral) properties.
2. The primary program to be undertaken by the Lake Improvement District may include Aquatic Invasive Species and other non-native or native species control (i.e. Eurasian watermilfoil, purple loosestrife, curly leaf pondweed, zebra mussels and others known or unknown, whether plant or animal.), funding boat and trailer inspections, cleaning and decontamination, and other prevention methods, analyzing high water levels; examining lake outlet problems, monitoring water quality and lake contamination problems
3. The program will be financed by special assessments imposed on riparian (littoral) landowners.
4. The Morrison County Soil and Water Conservation District will be the agency responsible for supervising the programs of the Lake Improvement District.
5. The Morrison County Board of Commissioners will hold a public hearing to consider establishment of Lake Shamineau Lake Improvement District on May 23, 2015 at 9:00 a.m. at Lincoln Evangelical Free Church.
6. Information concerning the proposed district is available at the office of the Morrison County Auditor/Treasurer.
7. The map of the boundaries is incorporated as part of this Resolution.
8. The District of Scandia Valley Township.
9. There will be 5 Directors to be proposed by Association.
10. There are no public ordinances which regulate use of the lake or any public access.
11. No adverse affects anticipated at this time from implementation of this Lake Improvement District.
12. There are two public access points on this Lake. In addition, there is access via the Church and Resort properties.
13. An estimate of the total equalized valuation of the property within the district is \$83,699,100.

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 24 day of March, 2015, 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	✓				

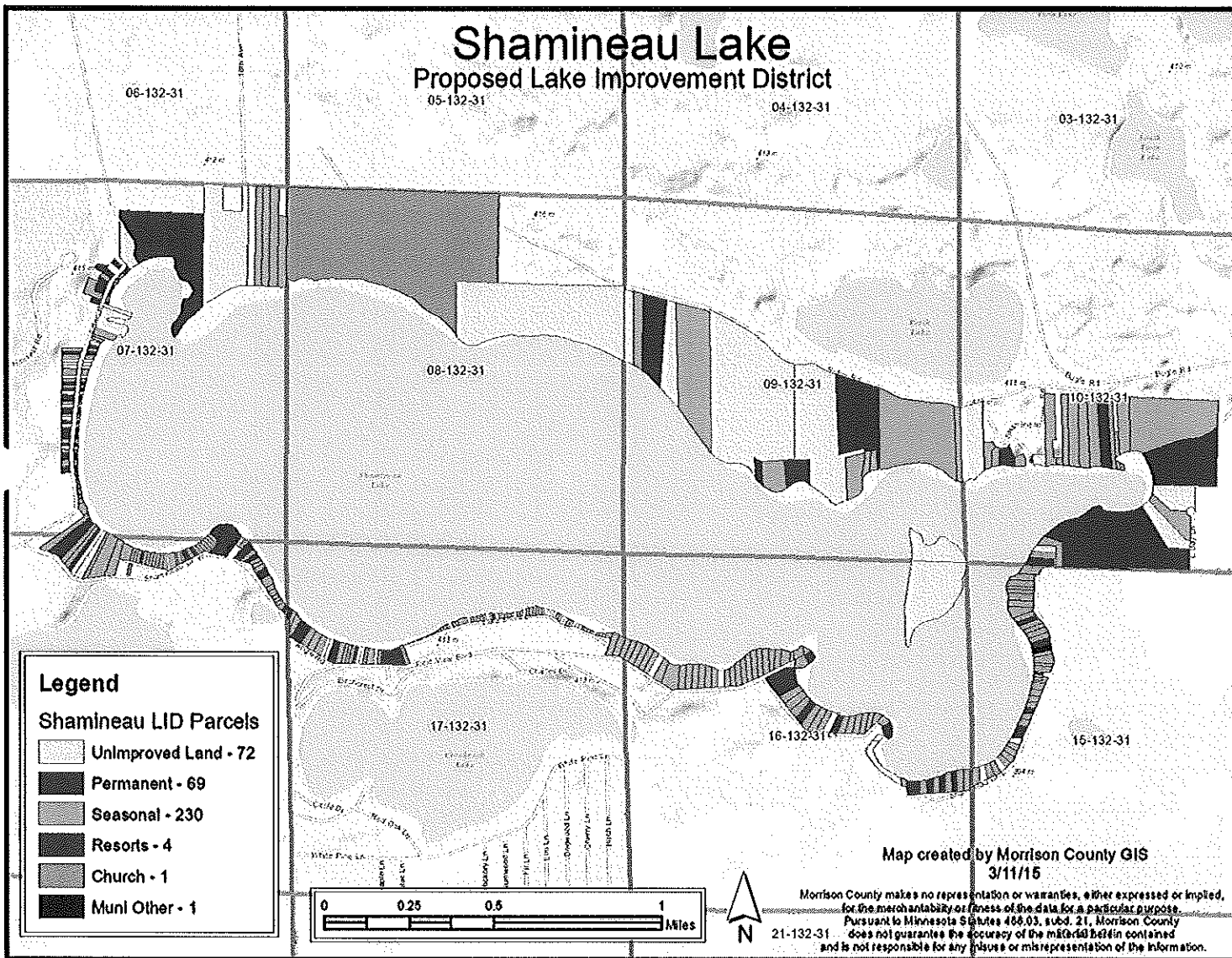
Witness by hand and seal this 24 day of March, 2015.



 Deb Gruber
 County Administrator

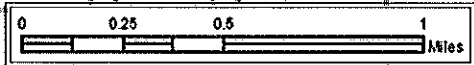
Shamineau Lake

Proposed Lake Improvement District



Map created by Morrison County GIS
3/11/15

Morrison County makes no representation or warranties, either expressed or implied, for the merchantability or fitness of the data for a particular purpose. Pursuant to Minnesota Statute 466.03, subd. 21, Morrison County does not guarantee the accuracy of the material herein contained and is not responsible for any misuse or misrepresentation of the information.



RESOLUTION #2015-019

CLOSED EXECUTIVE SESSION
COUNTY ADMINISTRATOR PERFORMANCE EVALUATION

WHEREAS, Deb Gruber is the County Administrator for Morrison County and is subject to the authority of the Morrison County Board of Commissioners; and

WHEREAS, Morrison County is actively involved in an annual Performance Review System for employees; and

WHEREAS, the Morrison County Board of Commissioners, as appointing Supervisor, wishes to evaluate the performance of the County Administrator on an annual basis; and

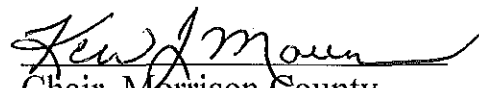
WHEREAS, Deb Gruber requests that the meeting be closed; and

WHEREAS, pursuant to Minnesota Statute Section 13D.05, Subd. 3 (a), the County Board by Resolution may close a meeting to evaluate the performance of an individual who is subject to its authority.

NOW THEREFORE, be it resolved:

The Morrison County Board of Commissioners hereby closes the County Board meeting on March 24, 2015 to complete the annual performance evaluation of the County Administrator.

Date: March 24, 2015


Chair, Morrison County
Board of Commissioners


Clerk