



MORRISON COUNTY BOARD OF COMMISSIONERS OFFICIAL MINUTES

JANUARY 18, 2022

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

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

Staff present: Matt LeBlanc, Tabitha Maher, Brad Vold, Deanna Anderson, Tony Hennen, Becky Gaffke, Shawn Larsen, Joel Gross, and Chelsey Robinson.

Others present: Mark Slupe, Zach Hacker, Jeremy Pekula, and Dana Adams.

APPROVE THE COUNTY BOARD MINUTES

A motion was made by Commissioner Winscher, seconded by Commissioner Wilson and carried unanimously to approve the Morrison County Board Meeting Minutes from January 4th, 2022.

AGENDA CHANGES

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

EMPLOYEE RECOGNITION

Brad Vold, Health and Human Services Director, introduced new hire Deanna Anderson to the County Board.

Tony Hennen, Public Works Director, introduced new hire Becky Gaffke to the County Board.

Shawn Larsen, Sheriff, recognized Patrol Sergeant Joel Gross, for earning the MSA Supervisor of the Year Award in November of 2021.

SHERIFF REPORT

Shawn Larsen, Sheriff, presented the December Monthly Report.

PUBLIC WORKS REPORT

A motion was made by Commissioner LeMieur, seconded by Commissioner Jelinski and carried unanimously to approve the replacement of an Engineering Technician position due to a resignation.

A motion was made by Commissioner LeMieur, seconded by Commissioner Winscher and carried unanimously to authorize the Public Works Director to establish, sign and when appropriate remove road restrictions.

A motion was made by Commissioner Wilson, seconded by Commissioner LeMieur and carried unanimously to authorize the Public Works Director or his appropriate appointee to negotiate 2022 Gravel Pit Agreements with property owners for use on the County Highway system.



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EXTENSION REPORT

Dana Adams, Extension Educator, presented a brief description on activities in Extension during the month of December.

HEALTH AND HUMAN SERVICES

A motion was made by Commissioner LeMieur, seconded by Commissioner Wilson and carried unanimously to approve 2022 Mobile Food Unit Renewal License: Dist 3 Crock and Roll LLC, Little Falls Owner Deborah Karnowski \$293.00

A motion was made by Commissioner Jelinski, seconded by Commissioner Winscher and carried unanimously to approve the Abstract 2022 Tobacco License renewals in Morrison County.

AUDITOR/TREASURER

Chelsey Robinson, Auditor/Treasurer, presented the annual unpaid tax report and the 4th quarters cash and investment reports.

A motion was made by Commissioner Jelinski, seconded by Commissioner LeMieur to approve the attached Resolution#2022-011 to support applying for the HAVA Grant funds. Motion carried on a roll call vote with all Commissioners voting 'aye'.

A motion was made by Commissioner LeMieur, seconded by Commissioner Winscher and carried unanimously to approve Morrison County Mary of Lourdes School's Resolution#2022-012 application to the Morrison County Auditor-Treasurers office requesting Morrison County Board of Commissioners approval of a Minnesota Gambling Exempt Permit. The event location will be held at Falls Ballroom; 15879 Highway 27 Little Falls, MN 56345

A motion was made by Commissioner Wilson, seconded by Commissioner LeMieur and carried unanimously Morrison County Ducks Unlimited Resolution#2022-013 application to the Morrison County Auditor/Treasurers office requesting Morrison County Board of Commissioners approval of a Minnesota Gambling Exempt Permit. The event location will be held at Rice Creek Hunting Club; 16543 Game Farm Road Little Falls, MN 56.

WARRANTS

A motion was made by Commissioner Winscher, seconded by Commissioner Jelinski 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 January 18th, 2022 be approved for payment:



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| DECEMBER 3'21 AUDITOR WARRANTS | AMOUNT |
|---------------------------------------|-------------------|
| C & L EXCAVATING, INC | 38,427.84 |
| LITTLE FALLS CITY | 2,417.83 |
| LITTLE FALLS TOWNSHIP | 2,771.04 |
| LITTLE FALLS WASTE INC | 87,285.78 |
| MN POWER & LIGHT | 10,109.00 |
| MORRISON COUNTY SOIL & WATER DISTRICT | 43,907.00 |
| TRETTER, INC /MARVIN | 299,130.99 |
| 9 VENDORS UNDER \$2,000.00 | 2,951.09 |
| TOTAL PAID \$ | 487,000.57 |

| DECEMBER 10'21 AUDITOR WARRANTS | AMOUNT |
|--|-------------------|
| TODD COUNTY PUBLIC HEALTH | 97,519.40 |
| LITTLE FALLS WASTE INC | 87,285.78 |
| WADENA COUNTY PUBLIC HEALTH | 78,964.65 |
| CENTERPOINT ENERGY | 4,279.19 |
| CROW WING POWER & LIGHT | 3,886.36 |
| WONDERLICH /SCOTT A | 2,296.54 |
| 12 VENDORS UNDER \$2,000.00 | 4,699.36 |
| TOTAL PAID \$ | 278,931.28 |

| DECEMBER 17'21 AUDITOR WARRANTS | AMOUNT |
|--|-------------------|
| CENTERPOINT ENERGY | 4,895.79 |
| MN COUNCIL 65 AFSCME | 2,249.11 |
| NORTHLAND TRUST SERVICES INC | 250,350.00 |
| WADENA COUNTY PUBLIC HEALTH | 106,078.13 |
| 24 VENDORS UNDER \$2000.00 | 7,077.71 |
| TOTAL PAID \$ | 370,650.74 |

| DECEMBER 24'21 AUDITOR WARRANTS | AMOUNT |
|--|-------------------|
| LITTLE FALLS WASTE INC | 87,285.78 |
| MN CHILD SUPPORT PAYMENT CTR | 2,200.00 |
| MN POWER & LIGHT | 9,744.83 |
| SUN LIFE FINANCIAL | 5,940.31 |
| WONDERLICH /SCOTT A | 2,296.50 |
| 7 VENDORS UNDER \$2000.00 | 3,669.20 |
| TOTAL PAID \$ | 111,136.62 |



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| DECEMBER 31'21 AUDITOR WARRANTS | AMOUNT |
|--|----------------------|
| AETNA | 9,695.84 |
| EASTERN MC 4-WHEELER CLUB | 15,035.00 |
| MN CHILD SUPPORT PAYMENT CTR | 2,826.00 |
| MN COUNCIL 65 AFSCME | 2,217.08 |
| MN DEPARTMENT OF HEALTH | 58,462.75 |
| MORRISON CO HISTORICAL SOCIETY | 3,383.81 |
| MORRISON COUNTY RECREATION TRAILS | 66,572.26 |
| SUN LIFE FINANCIAL | 4,832.17 |
| UNITED STATES POSTAL SERVICE | 10,000.00 |
| 17 VENDORS UNDER \$2000 | 10,876.94 |
| TOTAL PAID | \$ 183,901.85 |

| <u>DECEMBER, 2021 MANUALS</u> | <u>AMOUNT</u> |
|---------------------------------|---------------|
| BMO (P CARD) | 9,422.78 |
| DEPARTMENT OF NATURAL RESOURCES | 8,733.32 |
| DEPARTMENT OF NATURAL RESOURCES | 3,879.20 |
| DEPARTMENT OF NATURAL RESOURCES | 7,304.25 |
| DEPARTMENT OF NATURAL RESOURCES | 11,786.34 |
| DEPARTMENT OF NATURAL RESOURCES | 23,492.06 |
| FURTHER - HRA | 28,014.93 |
| FURTHER - HRA | 27,463.76 |
| FURTHER - SELECT ACCOUNT | 3,363.41 |
| FURTHER - SELECT ACCOUNT | 3,858.56 |
| FURTHER - SELECT ACCOUNT | 2,470.28 |
| FURTHER - SELECT ACCOUNT | 3,184.29 |
| MN DEPARTMENT OF REVENUE | 111,661.82 |
| MN DEPARTMENT OF REVENUE | 2,983.00 |
| MN STATE RETIREMENT SYSTEM | 8,646.00 |
| MN STATE RETIREMENT SYSTEM | 71,217.97 |
| MN STATE RETIREMENT SYSTEM | 7,871.00 |
| MN STATE RETIREMENT SYSTEM | 9,765.95 |
| NACO - MIDWEST | 25,084.50 |
| NACO - MIDWEST | 24,727.95 |
| PAYCOM - TAXES | 146,376.06 |
| PAYCOM - TAXES | 26,878.00 |
| PAYCOM - TAXES | 140,981.56 |
| PAYCOM - TAXES | 25,558.00 |
| PAYCOM SOFTWARE INC | 4,541.02 |
| PAYCOM SOFTWARE INC | 4,497.98 |
| PUBLIC EMPLOYEE RETIREMENT ASN | 101,740.48 |
| PUBLIC EMPLOYEE RETIREMENT ASN | 102,264.38 |
| SALARIES | 443,798.00 |



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| | |
|---------------------------|---------------------|
| SALARIES | 426,684.91 |
| PRIVATE CLIENT VENDOR | 2,043.60 |
| 6 Payments less than 2000 | 4,590.16 |
| TOTAL PAID | 1,824,885.52 |

| JANUARY 20'22 COMMISSIONER WARRANTS | AMOUNT |
|--|---------------|
| ASSOCIATION OF MN COUNTIES | 7,347.00 |
| AXON ENTERPRISE INC | 50,990.67 |
| BUREAU OF CRIMINAL APPREHENSION | 3,185.00 |
| CARGILL INC | 51,012.92 |
| COMMUNITY LAND SOLUTIONS INC | 5,180.00 |
| DHS - CBHH 491 | 11,508.00 |
| DHS-MN SEX OFFENDER 462 | 11,550.60 |
| DISCOVERY HORSE | 4,750.00 |
| ESRI | 4,185.00 |
| FURTHER | 2,523.00 |
| GRANITE ELECTRONIC INC | 2,971.86 |
| IMPACT | 7,560.40 |
| JOHNSON CONTROLS INC | 19,601.00 |
| KRIS ENGINEERING INC | 2,228.70 |
| LIBERTY TIRE SERVICES LLC | 4,434.90 |
| MAPPING SOLUTIONS | 2,260.00 |
| MEND CORRECTIONAL CARE LLC | 10,625.87 |
| MIDWAY IRON & METAL INC | 7,126.67 |
| MN COUNTIES COMPUTER COOP | 25,098.70 |
| MN COUNTY ATTORNEY'S ASSN | 4,799.00 |
| MN SHERIFF'S ASSOCIATION | 3,911.71 |
| MORRISON COUNTY HHS | 2,051.94 |
| NEXUS-FACTS FAMILY HEALING | 7,541.70 |
| NEXUS-MILLE LACS FAMILY HEALING | 7,688.00 |
| NORTHWOOD CHILDREN'S SERVICES | 5,964.96 |
| PETERS LAW OFFICE PA | 2,336.00 |
| PIERZ CITY | 9,585.12 |
| PIERZ SANITATION INC | 3,656.80 |
| PRIVATE CLIENT VENDOR | 2,833.56 |
| PRIVATE CLIENT VENDOR | 5,896.88 |
| PRIVATE CLIENT VENDOR | 7,839.90 |
| PRIVATE CLIENT VENDOR | 2,151.10 |
| PRIVATE CLIENT VENDOR | 2,291.88 |
| PRIVATE CLIENT VENDOR | 8,157.12 |



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|------------------------------|----------------------|
| PRIVATE CLIENT VENDOR | 2,273.95 |
| PRODUCTIVE ALTERNATIVES INC | 5,586.08 |
| RANGE | 2,072.43 |
| RURAL MN-CEP INC | 6,122.52 |
| SCHNEIDER CORPORATION | 14,460.00 |
| SCHOOL DISTRICT - 482 | 3,780.01 |
| SYSCO WESTERN MN | 3,411.44 |
| TRI-COUNTY ACTION PRGM INC | 3,685.00 |
| TRIMIN SYSTEMS INC | 3,500.00 |
| VILLAGE RANCH INC | 8,898.43 |
| WEX BANK | 9,005.99 |
| 196 VENDORS UNDER \$2,000.00 | 84,652.37 |
| TOTAL PAID | \$ 458,294.18 |
| TAXABLE MEALS | \$ 125.47 |

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

ADMINISTRATION

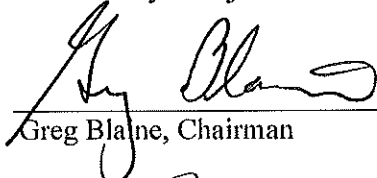
A motion was made by Commissioner LeMieur, seconded by Commissioner Wilson to approve the attached Chief Financial Officer (fka Financial/Risk Manager) Job Description, Grade 34. Motion carried unanimously on a roll call vote with all Commissioners voting 'aye'. This is a 50/50 split position between Administration and Auditor/Treasurer's office. This position will be covered by ARP funds until the current position is vacated due to retirement.

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.

ADMINISTRATION

A motion was made by Commissioner Wilson, seconded by Commissioner Jelinski and carried unanimously to adjournment the meeting at 10:18 am.



Greg Blaine, Chairman



Matt LeBlanc, Clerk to the County Board

RESOLUTION #2022-011

**Approving Help America Vote Act Grant Application
(HAVA)**

WHEREAS, Morrison County is responsible for administering elections and implementing enhancements to accessibility and the security of elections; and

WHEREAS, the office of the Minnesota Secretary of State is currently soliciting applications from jurisdictions for grants under the 2022 Help America Vote Act (HAVA) Grants Program; and

WHEREAS, Minnesota's Secretary of State has HAVA grant funding allocated as a maximum distribution amount of \$20,000.00 flat-rate per county + \$0.287 per voting age population as captured by the 2020 U.S. Census; and

WHEREAS, the HAVA Grants Program does not require counties to match any amount of funding to be eligible to receive a grant award amount; and

WHEREAS, to receive funding from the Help America Vote Act grant account, counties must apply to the Minnesota Secretary of State before January 31st, 2022; Now,

THEREFORE, BE IT RESOLVED, Morrison County approves its application for funding from the Help America Vote Act (HAVA) grant account.

Adopted this 18th day of January 2022.

STATE OF MINNESOTA }
COUNTY OF MORRISON }

I, Matthew LeBlanc, 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 18th day of January 2022, 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 18th day of January 2022



Matthew LeBlanc, County Administrator

| Commissioner | Yes | No | Abs | Mot | 2nd |
|--------------|-------------------------------------|--------------------------|--------------------------|-------------------------------------|-------------------------------------|
| Jelinski | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Blaine | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Winscher | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Wilson | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| LeMieur | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

RESOLUTION #2022-012

**APPROVING MINNESOTA EXEMPT PERMIT FOR LAWFUL GAMBLING
FOR MORRISON COUNTY MARY OF LOURDES SCHOOL TO HOLD A
RAFFLE ON APRIL 29, 2022 LOCATED AT FALLS BALLROOM;
15879 HIGHWAY 27 LITTLE FALLS, MN 56345**

WHEREAS, Morrison County Mary of Lourdes School has submitted an application to the Morrison County Auditor-Treasurers office requesting Morrison County Board of Commissioners approval of a Minnesota Gambling Exempt Permit. The event location will be held at Falls Ballroom; 15879 Highway 27 Little Falls, MN 56345; and

WHEREAS, it has been demonstrated that the organization is collecting gambling monies for lawful purposes.

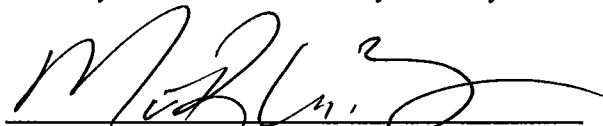
NOW THEREFORE, BE IT RESOLVED, that the Morrison County Board of Commissioners approve of the local gambling application for the Morrison County Mary of Lourdes School to hold a raffle on April 29, 2022 located at Falls Ballroom; 15879 Highway 27 Little Falls, MN 56345.

Adopted this 18th day of January 2022.

STATE OF MINNESOTA }
COUNTY OF MORRISON }

I, Matt LeBlanc, 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 18th day of January 2022, 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 18th day of January 2022.



Matt LeBlanc, County Administrator

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

RESOLUTION #2022-013

APPROVING MINNESOTA EXEMPT PERMIT FOR LAWFUL GAMBLING FOR MORRISON COUNTY DUCKS UNLIMITED TO HOLD A BINGO ON FEBRUARY 13, 2022 LOCATED AT RICE CREEK HUNTING CLUB; 16543 GAME FARM ROAD LITTLE FALLS, MN 56345

WHEREAS, Morrison County Ducks Unlimited has submitted an application to the Morrison County Auditor-Treasurers office requesting Morrison County Board of Commissioners approval of a Minnesota Gambling Exempt Permit. The event location will be held at Rice Creek Hunting Club; 16543 Game Farm Road Little Falls, MN 56345; and

WHEREAS, it has been demonstrated that the organization is collecting gambling monies for lawful purposes.

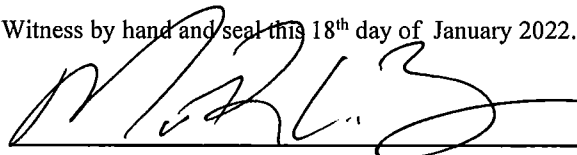
NOW THEREFORE, BE IT RESOLVED, that the Morrison County Board of Commissioners approve of the local gambling application for the Morrison County Ducks Unlimited to hold a bingo on February 13, 2022 located at Rice Creek Hunting Club; 16543 Game Farm Road Little Falls, MN 56345.

Adopted this 18th day of January 2022.

STATE OF MINNESOTA }
COUNTY OF MORRISON }

I, Matt LeBlanc, 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 18th day of January 2022, 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 18th day of January 2022.



Matt LeBlanc, County Administrator

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