



# MORRISON COUNTY BOARD OF COMMISSIONERS OFFICIAL MINUTES

MARCH 2, 2021

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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 Wilson.

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

**Staff present:** Deb Gruber, Tabitha Maher, Amy Kowalzek, Chelsey Robinson, Amy Middendorf, Steve Messerschmidt, DJ Prom, Beth Hamlin, and Eileen Holtberg.

**Others present:** Mark Slupe, and Zach Hacker.

## APPROVAL OF COUNTY BOARD MINUTES

A motion was made by Commissioner Jelinski, seconded by Commissioner LeMieur and carried unanimously to approve the Morrison County Board Meeting Minutes from February 16th, 2021.

## AGENDA CHANGES

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

## LAND SERVICES

A motion was made by Commissioner LeMieur, seconded by Commissioner Jelinski and carried unanimously review and approve the recommendation from the AIS Partnership Grant Committee for the 2021 AIS grants to local lakes.

A motion was made by Commissioner LeMieur, seconded by Commissioner Winscher and carried unanimously to approve the following appointments for the Planning Commission/Board of Adjustments with a monthly stipend of \$225, effective April 1, 2021:

Clint Kathrein to Commissioner District 1 - one (1) member with term ending December 31, 2023.

David Brutscher to Commissioner District 2 - one (1) member with term ending December 31, 2023.

David Stish to Commissioner District 3 - one (1) member with term ending December 31, 2023.

Brent Lindgren Commissioner District 4 - one (1) member with term ending December 31, 2024.

Marvin Trettel to Commissioner District 5 - one (1) member with term ending December 31, 2024.

## PUBLIC WORKS

A motion was made by Commissioner LeMieur, seconded by Commissioner Jelinski and carried unanimously to authorize Resolution#2021-021 of support for Pulaski Township so they may apply for the Local Road Improvement Program (LRIP) Grant for Logan Lane, and also authorize the County Board Chair and the County Administrator to execute the sponsorship agreement and any amendments to the agreement.

A motion was made by Commissioner Winscher, seconded by Commissioner LeMieur and carried unanimously to authorize the Department of Public Works to conduct preliminary work to prepare the Trailhead Parking Lot at Belle Prairie Park.



**MORRISON COUNTY BOARD OF COMMISSIONERS  
OFFICIAL MINUTES**

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**ADMINISTRATION**

A motion was made by Commissioner LeMieur, seconded by Commissioner Jelinski and carried unanimously to approve final payment for Arnzen Construction for the Sheriff Annex Project: \$25,241.99. 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 Resolution#2021-023 Establishment of A Merit System of Personnel and thus updating the Personnel Policies as presented in the attached summary of changes.

Beth Hamlin, Human Resources Manager, provided additional information requested from the Board regarding the proposed human resource information system.

A motion was made by Commissioner LeMieur, seconded by Commissioner Jelinski and carried unanimously to approve Resolution#2021-022 Morrison County Relief Grant Program as recommended for a total distribution of \$644,850, which will be paid out of Auditor's Warrants on March 4th, 2021 to meet the requirement that funds need to be spent by March 15th.

**ADMINISTRATION**

A motion was made by Commissioner Jelinski, seconded by Commissioner Winscher and carried unanimously to adjourn the meeting at 10:32 am.

Handwritten signature of Mike Wilson in black ink.

\_\_\_\_\_  
Mike Wilson, Chairman

Handwritten signature of Deb Gruber in black ink.

\_\_\_\_\_  
Deb Gruber, Clerk to the County Board

DATE: 3/2/21

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

**PLEASE SIGN IN**

NAME

ADDRESS/REPRESENTING

Mark Slupe

GRTV Channel 180

Amy Middendorf

MC

Resolution #2021 -021

RESOLUTION OF SUPPORT

Township of Pulaski Local Road Improvement Program

WHEREAS, The Township of Pulaski is working toward making improvements to their infrastructure system in order to provide a safer and more usable transportation option for residents and visitors; and

WHEREAS, The Township of Pulaski will be applying for "Local Road Improvement Program" (LRIP) to cover the cost of improving Logan Lane from CR 274 to Quarter Road and

WHEREAS, The Township of Pulaski has requested that Morrison County agree to sponsor the "LRIP" application for the Township of Pulaski to be eligible for the funds; and

WHEREAS, The Township of Pulaski has entered into a sponsorship agreement with Morrison County specifying the terms and conditions of sponsorship.

NOW, THEREFORE BE IT RESOLVED that Morrison County agrees to act as sponsoring agency for a "Local Road Improvement Program" project identified as the Logan Lane Full Depth Reclamation Project and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

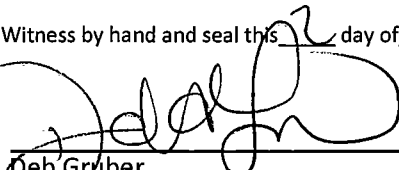
BE IT FURTHER RESOLVED that the Morrison County Engineer is hereby authorized to act as agent on behalf of this sponsoring agency.

Adopted this 2 day of March, 2021.

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 Pulaski, Minnesota as stated in the minutes of the proceedings of said board at a meeting duly held on this 2 day of March 2021 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 2 day of March 2021

  
Deb Gruber  
County Administrator

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

# **A G R E E M E N T**

## **SPONSORSHIP AGREEMENT**

**Between**  
**Morrison County and Township of Pulaski**  
**for**  
**The Logan Lane Full Depth Reclamation Project Application**

**THIS AGREEMENT** is made and entered into by and between Morrison County, acting by and through its Board of Commissioners, hereinafter referred to as the "County" and Township of Pulaski acting by and through its Township Board of Supervisors, hereinafter referred to as the "Township".

### **WITNESSETH:**

**WHEREAS:** The Township of Pulaski is working toward making improvements to their infrastructure in order to provide a safer and more usable transportation system for residents and visitors; and

**WHEREAS:** The Township of Pulaski will be applying for "Local Road Improvement Program" (LRIP) to cover the cost of improving Logan Lane from CR 274 to Quarter Road; and

**WHEREAS:** The Township of Pulaski has requested that Morrison County agree to sponsor the LRIP application for them to be eligible for the funds.

### **IT IS, THEREFORE, MUTUALLY AGREED AS FOLLOWS:**

#### **ARTICLE I:**

##### **SECTION A. SPONSORSHIP**

The County agrees to act as sponsoring agency for a "LRIP" project identified as the Logan Lane Full Depth Reclamation Project.

The Township shall be responsible for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations without cost or expense to the County.

The Township agrees to retain a reputable engineering firm to provide professional services needed to make a complete and accurate application.

The Township agrees that should the application be successful the Township will retain a reputable engineering firm to conduct all needed preliminary engineering, construction engineering, staking and inspection required for project construction. The Township shall ensure the project receives necessary supervision and inspection while being constructed until project close out.

##### **SECTION B: OPERATION AND MAINTENANCE**

The Township agrees to operate and maintain facilities constructed with "LRIP" funds for the useful life of the improvement and not change the use of right-of-way or property ownership acquired without prior approval from the County.

Upon completion of the construction project, the Township agrees to therefore assume responsibility for the maintenance and operation of the improvements to their road system without cost or expense to the County.

**ARTICLE II: - COST PARTICIPATION**

**SECTION A: TOWNSHIP PARTICIPATION**

In the event the Township is successful in securing funding for the project through this application process, the Township agrees to be responsible for the local share of the project construction, engineering, right of way acquisition and administration costs not covered by any grant amounts without cost or expense to the County.

**SECTION B: COUNTY PARTICIPATION**

The County will be the fiscal agent for the project. County will be responsible for ensuring the project stays on schedule, meets milestones and target dates for project delivery. County will provide detail information to the Township for billings that are reimbursable to the County.

**ARTICLE III: GENERAL PROVISIONS**

**SECTION A: CLAIMS**

**ITEM 1:** The Township indemnifies, saves and holds harmless the County and all of it's agents and employees of and from any and all claims, demands, actions or causes of action of whatsoever nature or character arising out of or by reason of the execution or performance of the work and/or services provided for herein, and further agrees to defend at it's own sole cost and expense any action or proceeding commenced for the purpose of asserting any claim of whatsoever character arising as a result of the work and/or services to be performed hereunder.

**ITEM 2:** It is further agreed that any and all employees of the County and all other persons employed by the County in the performance of any work or services required or provided for herein shall not be considered employees of the Township and that any and all claims that may arise under the Worker's Compensation Act of the State of Minnesota on behalf of said employee while so engaged and any and all claims made by any third parties as a consequence of any act or omission on the part of said County employees while so engaged on any of the work or services to be rendered herein shall in no way be the obligation or responsibility of the Township.

**IN WITNESS WHEREOF:** The parties have placed their signatures below intending to be bound thereby.

**TOWNSHIP OF PULASKI**

Chairperson: Allen Workalle Date: 2-22-21

Clerk: Sharon Skene Date: 2/22/2021

**COUNTY OF MORRISON**

Chairman, County Board: [Signature] Date: 3/2/21

Board Clerk: [Signature] Date: 3/2/21

**RESOLUTION #2021-023**  
**Establishment of a Merit System of Personnel**

WHEREAS, Minnesota Statute, 375.56 — 375.71 was enacted by the Minnesota Legislature authorizing Minnesota counties to establish a Personnel Administration System; and

WHEREAS, the Morrison County Board of Commissioners adopted the County Personnel Act pursuant to M.S. 375.56-375.71 on March 2, 2021; and

WHEREAS, Morrison County approved the revised Morrison County Personnel Policies on March 2, 2021; and

WHEREAS, the County Board of Commissioners adopted and will appoint members to a Personnel Board of Appeals at a later date.

NOW THEREFORE, BE IT RESOLVED that Morrison County is in compliance with the Federal Standards for a Merit System of Personnel Administration (5 CPR Part 900); and that Morrison County has met all of the Merit System of Personnel Administration and the County Personnel Act (M.S. 375.56-375.71) requirements; and that all personnel services will be provided by Morrison County Administration and the Morrison County Administrator.

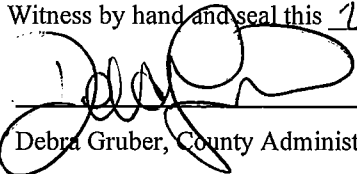
BE IT FURTHER RESOLVED, that the effective date for the implementation and establishment of a Merit System of Personnel in Morrison County is March 2, 2021.

Date: March 2, 2021

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 2 day of March, 2021, 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 2 day of March 2021

  
 Debra Gruber, County Administrator

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

**RESOLUTION #2021- 022**  
**Morrison County Relief Grant Program**

**Whereas**, in December 2020 the Minnesota Legislature and Governor approved a bill providing economic relief for businesses adversely affected by the COVID-19 pandemic; and

**Whereas**, this \$216.8 million economic relief package included \$114.8 million for all 87 Minnesota counties; and

**Whereas**, Minnesota counties are asked to provide economic relief grant programs with these funds to businesses and nonprofits adversely affected by the COVID-19 pandemic; and

**Whereas**, Morrison County received a total of \$658,535.37 with 2.5% (\$16,061.84) eligible to be retained for Administration of said funds.

**Whereas**, The Morrison County Board of Commissioners directed the County Administrator to develop eligibility requirements and an application to administer the program, the documents were approved by the County Board and attached; and

**Whereas**, The Morrison County Board directed the County Administer to provide a recommendation for funding that prioritizes those entities directly impacted by the Minnesota Governors Executive Order - 99 and those uniquely impacted due to Governor Orders; and

**Whereas**, grant recommendations based on the identified criteria are as follows:

1. \$2,000 – Qualifying entities that were not directly ordered to be closed by EO – 99.
2. \$3,500 – Qualifying entities that were directly ordered to be closed by EO -99 and received direct payment from the State of MN Department of Revenue.
3. \$13,000 – Qualifying entities that were directly ordered to be closed by EO -99 and did not receive direct payment from the State of MN Department of Revenue.
4. \$8,000 – Qualifying Hotels and Motels that have been significantly impacted by COVID-19 and Governors orders.
5. \$15,000 – Qualifying entities that were ordered closed by EO-99 or substantially impacted by COVID Governors orders and largely un-funded by other programs

**NOW, THEREFORE, BE IT RESOLVED**, that the Morrison County Board of Commissioners approves the Morrison County Relief Grant Program as recommended for a total distribution of \$644,850, which will be paid out of Auditor's Warrants on March 4<sup>th</sup>, 2021 to meet the requirement that funds need to be spent by March 15<sup>th</sup>.

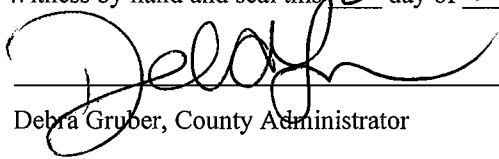


Adopted this 2<sup>nd</sup> day of March, 2021.

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 2 day of Mar, 2021, 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 2 day of Mar, 2021

  
Debra Gruber, County Administrator

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