



WHERE THE FOREST MEETS THE PRAIRIE

# Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
January 15<sup>th</sup>, 2019*

**Public Comment**

With the County Boardroom at maximum capacity, numerous concerned citizens provided public comment regarding the agenda item *Use of the Expo Building for Hockey*.

**Call to Order**

The Todd County Board of Commissioners met in the Commissioner's Board Room in the City of Long Prairie, MN on the 15<sup>th</sup> day of January, 2019 at 9:00 AM. The meeting was called to order by Chairperson Kneisl. The meeting was opened with the Pledge of Allegiance. All Commissioners were present.

**Approval of Agenda**

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented with the addition of 4.5 Gambling Permit – Todd County Ag Society and 5.4 Policy Committee Alternate Appointment.

**Consent Agenda**

On motion by Kircher and second by Erickson, the following motion and resolutions were introduced and adopted by unanimous vote:

To approve the Commissioner's Meeting Minutes for January 2<sup>nd</sup>, 2019 as presented.

**GAMBLING PERMIT – MIDWEST OUTDOORS UNLIMITED – PRAIRIE PARTNERS**

**WHEREAS**, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Midwest Outdoors Unlimited – Prairie Partners through this resolution;

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a Gambling Permit for the Midwest Outdoors Unlimited – Prairie Partners to hold a raffle event at the Hub Supper Club in Burnhamville Township at the address 30905 County 13, Burtrum, MN on March 16<sup>th</sup>, 2019.

**GAMBLING PERMIT – PHEASANTS FOREVER**

**WHEREAS**, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Pheasants Forever through this resolution;

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a Gambling Permit for the Pheasants Forever to hold a raffle event at the Birchwood Resort in Birchdale Township at the address 22182 Birchwood Loop, Sauk Centre, MN on June 15<sup>th</sup>, 2019.

**GAMBLING PERMIT – STAPLES SPORTSMEN'S CLUB**

**WHEREAS**, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Staples Sportsmen's Club through this resolution;

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a Gambling Permit for the Staples Sportsmen's Club to hold a raffle event at the Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Rd, Clarissa, MN on March 9<sup>th</sup>, 2019.

**GAMBLING PERMIT – TODD COUNTY AG SOCIETY**

**WHEREAS**, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Todd County Agricultural Society through this resolution;

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a Gambling Permit for the Todd County Agricultural Society to hold a raffle event at the Thunder Lodge in Long Prairie Township at the address 22056 US 71, Long Prairie, MN on March 16<sup>th</sup>, 2019.



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### Auditor-Treasurer

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the December 2018 Auditor Warrants number (ACH) 900167 thru 900183 in the amount of \$79,677.16, (Manual) 506 thru 506 in the amount of \$795.10 and (Regular) 232937 thru 233091 in the amount of \$897,803.53 for a total of \$978,275.79.

On motion by Becker and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Commissioner Warrants number (ACH) 400106 through 400116 in the amount of \$25,269.91 and (Regular) 50696 through 50806 in the amount of \$143,471.46 for a total of \$168,741.37.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Health & Human Services Warrants number 514677 through 514741 in the amount of \$135,099.08 and warrants number 704179 through 704295 in the amount of \$65,227.12.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by majority vote with Commissioner Kircher against: To approve Commissioner Neumann as the alternate appointment to the Policy Committee.

### Administration

On motion by Neumann and second by Becker, the following motion was introduced and failed by majority roll call vote with Commissioners Erickson, Kircher, and Kneisl against: To move to put the use of the Todd County Expo Building and cost of renovation on the 2020 General Election Ballot. Allow the Long Prairie Hockey Association the use of the Expo Building until Spring of 2021 depending on the voter outcome in the 2020 election. That the Todd County Board of Commissioners receive bids to remove the mold by removing the lean to portion of the Expo Building after the 2019 Todd County Fair. That the Todd County Board of Commissioners hire an architect to get a cost estimate on renovating the Expo Building to present to the voters in the 2020 General Election.

On motion by Becker and second by Neumann, the following motion was introduced and failed by majority roll call vote with Commissioners Erickson, Kircher and Kneisl against: To table the 'Use of the Expo Building for Hockey' topic.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by majority roll call vote with Commissioners Becker and Neumann against: To approve the use of the Expo Building for Hockey.

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous vote: To hire Widseth Smith Nolting & Associates to conduct the user study of the Todd County Expo Building.

### Ditch/Ag Inspector

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Budget Carryover Request from the Ditch/Ag Department to carryover \$450 from the 2018 Budget County Car Expense to the 2019 Budget County Car Expense to be used to purchase tires for the truck purchased in December of 2018.



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• MINNESOTA • EST. 1855 •

### Public Works

On motion by Kircher and second by Erickson, the following resolution was introduced and adopted by unanimous vote:

#### **FINAL PAYMENT AUTHORIZATION – 2018 BITUMINOUS HIGHWAY CONSTRUCTION CONTRACT**

**WHEREAS**, the contract with Tri-City Paving (which is now part of the Knife River Corporation) for the 2018 Bituminous Highway Construction Contract known as SAP 077-609-009, SAP 077-614-019, CP 18:76, CP 18:77 and CP 77-18-01 located on various routes in Todd County has in all things been completed, and;

**WHEREAS**, construction work on this contract was scheduled and completed in 2018 with the value of the total work certified being \$3,567,601.40, and;

**WHEREAS**, partial payments amounting to \$3,336,841.99 have been previously been made to the contractor as work progressed, and;

**WHEREAS**, it has been determined that \$230,759.41 still remains to be paid to Tri-City Paving.

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Commissioners does here accept said completed projects for and in behalf of the County of Todd and authorizes final payment as specified.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the attached Revised Joint Powers Agreement for the 2019 Fish Creek Project on CSAH 47.

An announcement was made regarding the 2019 CSAH 26 Bridge Project Funding Award of \$376,360.00.

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the hiring of Mr. Jason Primus to fill the vacant Public Works Heavy Equipment Operator position at Grade 7, Step 1.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the purchase of one 2019 Chevrolet 1500 Crew Cab Pickup from Ranger GM of Hibbing, Minnesota for \$29,611.70.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve to purchase one truck from Nuss Truck & Equipment for \$117,899.65 and plow equipment from Towmaster Truck Equipment for \$107,562.50.

### Planning & Zoning

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To sign and deliver the prepared letter requesting that SRWD no longer require Erosion Permits of Todd County landowners.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To authorize the carry forward of funds within the SWCD Division as outlined on the Budget Request Forms.



WHERE THE FOREST MEETS THE PRAIRIE

# Todd County

• MINNESOTA • EST. 1855 •

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To grant the CUP request by Mr. Bruder for parcel 18-0028802 to operate a diesel repair shop on the property with conditions prepared by the Planning Commission.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To grant the subdivision request to create a 5 lot subdivision named Summer Shores First Addition on Lake Osakis with the conditions recommended by the Planning Commission.

A summary report for 2018 accomplishments for the Planning and Zoning Department was provided for discussion and review.

### Soil & Water

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the hiring of Reba Van Beusekom to fill the vacant Resource Conservationist position at pay Grade 10, step 1 based on her previous experience, with a start date to be determined.

### Health & Human Services

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Licensing Specialist Services – Family Day Care Agreement between Todd County, member of Region 5, and Sourcewell.

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve members serving on the Todd County Public Health Advisory Committee.

### Administration

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote:

### Auditor-Treasurer's Report

The Auditor-Treasurer reported on projects in progress including the upcoming March Township election filings and Payable 2019 preparations.

### Commissioner's Report

The Commissioners reported on meetings attended.

### Coordinator's Report

The Coordinator reported on meetings attended and projects in-progress.

### Adjourn

On motion by Neumann and second by Kircher, the meeting was adjourned for the month of January 2019.

#### AUDITOR WARRANTS

VENDOR NAME	AMOUNT
CITY OF EAGLE BEND	\$ 16,083.88
HOULE EXCAVATING LLC	\$ 20,478.21
LONG PRAIRIE OIL COMPANY	\$ 24,343.04
LONG PRAIRIE SANITATION INC	\$ 4,241.28



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# Todd County

• MINNESOTA • EST. 1855 •

RAHN'S OIL & PROPANE	\$	18,174.17
TODD CO AGRICULTURAL SOC.	\$	2,027.86
19 PAYMENTS LESS THAN 2000	\$	7,016.19
AMERICAN HERITAGE BANK	\$	2,721.00
CITY OF EAGLE BEND	\$	45,360.61
COUNTIES PROVIDING TECHNOLOGY	\$	4,958.00
COUNTRYSIDE RESTAURANT	\$	6,014.40
FARM TEK	\$	3,470.28
FLEET SERVICES/WEX BANK	\$	5,242.10
JOHN WIESE FORD INC	\$	12,000.00
MCIT	\$	2,500.00
MORRISON COUNTY	\$	6,547.10
PETERS LAW OFFICE, P.A.	\$	4,709.00
SEACHANGE PRINT INNOVATIONS	\$	14,919.58
SHIRLEY'S GAS & GROCERIES	\$	2,721.29
STEP	\$	4,445.95
26 PAYMENTS LESST HAN 2000	\$	11,457.59
AMERICAN HERITAGE BANK	\$	42,970.97
BAKKE/JOHN	\$	43,583.00
BAXTER/SUSAN	\$	16,502.50
CARD SERVICES COBORNS	\$	2,623.86
CENTERPOINT ENERGY	\$	2,264.59
CITY OF LONG PRAIRIE	\$	9,000.00
DEPUTY REGISTRAR	\$	3,856.84
HELLE/ROBERT	\$	7,669.71
LONG PRAIRIE OIL COMPANY	\$	5,835.38
MIDDENDORF/DENISE	\$	111,132.12
MN DEPT OF FINANCE	\$	6,540.50
RAMPS AND MORE	\$	2,116.22
RANGER CHEVROLET	\$	57,743.25
RINDE FARMS	\$	23,310.29
SOURCEWELL	\$	194,045.58
TODD CO AUD-TREAS	\$	10,451.93
US POSTAL SERVICE	\$	6,563.75
VOYANT COMMUNICATIONS, LLC	\$	3,428.97
31 PAYMENTS LESS THAN 2000	\$	14,716.27
MINNESOTA POWER & LIGHT	\$	16,131.31
REGENTS OF THE UNIV OF MN	\$	33,186.57
8 PAYMENTS LESS THAN 2000	\$	807.00
AMERICAN HERITAGE	\$	8,187.79
BHH PARTNERS	\$	3,390.00
CDW GOVERNMENT INC	\$	3,220.14
CENTERPOINT ENERGY	\$	3,093.23
NOW MICRO INC	\$	2,198.00
STAPLES ADVANTAGE	\$	2,664.46
STOECKEL JAHNER INC	\$	9,160.00
TODD CO AUDITOR-TREASURER	\$	2,096.25



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TODD TRAILS ASSOCIATION	\$	63,268.06
20 PAYMENTS LESS THAN 2000	\$	11,051.39
1 PAYMENT LESS THAN 2000	\$	795.10
MINNESOTA ENERGY RESOURCES CORP	\$	22,790.10
TODD COUNTY MIS DEPT	\$	2,000.00
VERIZON	\$	3,338.28
17 PAYMENTS LESS THAN 2000	\$	7,110.85
<b>Total:</b>	\$	<b>978,275.79</b>

## COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
AMERICAN SOLUTIONS FOR BUSINESS	\$ 6,536.31
CARGILL SALT DIVISION	\$ 39,072.84
CENTRAL STATES WIRE PROD INC	\$ 2,342.25
COMMISSIONER OF TRANSPORTATION	\$ 3,457.00
INFORMATION SYSTEM CORP	\$ 6,897.00
M & I LOCKBOX MCCC	\$ 10,450.00
MCCC, MI33	\$ 7,009.83
MCIT	\$ 23,862.00
METRO SALES INC	\$ 9,954.86
MN COUNTY ATTORNEY'S ASSOC	\$ 3,530.00
MN TRANSPORTATION ALLIANCE	\$ 2,025.00
STAPLES WORLD	\$ 2,308.04
SURVEY SYSTEMS	\$ 13,930.00
THOMSON REUTERS - WEST	\$ 2,572.00
108 PAYMENTS LESS THAN 2000	\$ 34,794.24
<b>Total:</b>	<b>\$ 168,741.37</b>

## HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
ASSOCIATION OF MN COUNTIES	\$ 2,216.00
DHS - SWIFT	\$ 16,080.51
OTTER TAIL CTY HUMAN SERVICES	\$ 2,553.00
V#15315 - COST EFFECTIVE HEALTH INS	\$ 4,314.00
113 PAYMENTS LESS THAN 2000	\$ 40,063.61
<b>Total:</b>	<b>\$ 65,227.12</b>

VENDOR NAME	AMOUNT
# 14813	\$ 2,157.60
# 15336	\$ 3,460.84
CENTRAL MN MENTAL HEALTH CENTER	\$ 3,430.00
CULLENS HOME CENTER OF ALEX INC	\$ 9,500.00
# 15681	\$ 4,379.80
# 11326	\$ 3,919.60
HOLISTIC FAMILY EDUCATION SRVS	\$ 3,533.90
# 15511	\$ 5,774.37
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$ 3,392.96



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• MINNESOTA • EST. 1855 •

# 10746	\$	2,437.84
MID MINNESOTA DRUG TESTING INC	\$	5,932.00
NORTHERN PINES MENTAL HLTH CTR IN	\$	25,759.00
OAKRIDGE HOMES INC - BRAINERD	\$	12,015.00
# 13849	\$	4,650.00
# 15571	\$	2,559.98
# 15286	\$	4,047.05
# 15615	\$	2,930.74
STEP	\$	5,545.36
PAYMENTS LESS THAN 2000	\$	29,673.04
Total:	\$	135,099.08

On a motion by Becker and second by Neumann, the preceding minutes of the County Board meeting held January 15, 2019 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on February 5, 2019.

Witness my hand and seal:

Gary Kneisl, County Board Chairperson

Denise Gaida, Todd County Auditor-Treasurer