



WHERE THE FOREST MEETS THE PRAIRIE

# Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
December 4<sup>th</sup>, 2019*

**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 4<sup>th</sup> day of December, 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 with Commissioner Kircher absent.

**Approval of Agenda**

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented.

**Consent Agenda**

On motion by Becker and second by Erickson, the following motion and resolution were introduced and adopted by unanimous vote:

To approve the Commissioner's Meeting Minutes for November 19<sup>th</sup>, 2019 as presented.

**GAMBLING PERMIT – ST. MARY OF MT. CARMEL CHURCH-SCHOOL**

**WHEREAS**, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the St. Mary of Mt. Carmel Church-School through this resolution;

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a Gambling Permit for the St. Mary of Mt. Carmel Church-School to hold a raffle event at the Head of the Lakes Resort in Leslie Township at the address 15080 Gardenia Dr, Osakis, MN on February 1<sup>st</sup>, 2020.

**Auditor-Treasurer**

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the November 2019 Auditor Warrants number (ACH) 900523 through 900586 in the amount of \$1,271,593.92, (Manual) 515 thru 515 in the amount of \$808.80 and (Regular) 234554 through 234700 in the amount of \$1,579,021.80 for a total of \$2,851,424.52.

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 400449 through 400463 in the amount of \$22,815.18 and (Regular) 52602 through 52677 in the amount of \$103,591.28 for a total of \$126,406.46.

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 800255 through 800267 and (Regular) 706096 through 706137 for a total amount of \$41,771.19.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 600081 through 600088 and (Regular) 515533 through 515548 in the amount of \$35,586.95.

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the contract with Peters Law Office for Public Defender services in Todd County for 2020.



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### Veterans Services

On motion by Becker and second by Neumann, the following resolution was introduced and adopted by unanimous vote:

#### **RESOLUTION FOR THE COUNTY VETERANS SERVICE OFFICE OPERATIONAL ENHANCEMENT GRANT PROGRAM**

**BE IT RESOLVED**, by Todd County that the County enter into the attached Grant Agreement with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: County Veterans Service Office Operational Enhancement Grant Program. The grant must be used to provide outreach to the county's veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in Minnesota Laws 2019, Chapter 10 Article 1, Section 37, Subdivision 2. This Grant should not be used to supplant or replace other funding.

**BE IT FURTHER RESOLVED**, by Todd County that Pete Berscheit, the County Veterans Service Officer, be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.

### Health & Human Services

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the County Contract Coordination Services between Region 5 and Sourcewell on behalf of Todd County.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve, on behalf of Todd County, the attached Purchase of Service Agreement with Resource Training and Solutions.

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the attached Annual Purchase Agreement with the West Central Regional Juvenile Center.

### Administration

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

#### **2020 Non-Union Employee/Appointed Officials Salaries**

**WHEREAS**, the Todd County Board of Commissioners are responsible for setting the compensation of county employees, elected officials, appointed officials and board members, and;

**WHEREAS**, the Todd County Board of Commissioners desire to follow the same pattern bargained with unions for the non-union county employees and appointed officials, and;

**WHEREAS**, the agreements include a 2.5% general increase effective the first full pay period worked in January, 2020, pay date January 29, 2020, and a 3% step increase effective the first full pay period worked in July, 2020, pay date July 29, 2020 for eligible staff. Staff currently over the maximum of the salary grid shall receive a 1.25% (one-half general increase) effective the first full pay period worked in January, 2020 pay date January 29, 2020 in accordance with county policy.

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners authorize a 2.5% general increase effective the first full pay period worked in January, 2020, pay date January 29, 2020, and a 3% step increase effective the first full pay period worked in July 2020, and pay date July 29, 2020 for eligible staff. Staff currently over the maximum of the salary grid shall receive a 1.25% (one-



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half general increase) effective the first full pay period worked in January, 2020 pay date January 29, 2020 in accordance with county policy.

On motion by Erickson and second by Becker, the following resolution was introduced and adopted by majority rollcall vote with Commissioners Becker, Erickson and Kneisl for and Commissioner Neumann against:

**2020 COUNTY COMMISSIONERS SALARY**

**WHEREAS**, the Todd County Board of Commissioners are responsible for setting the compensation of county employees, elected officials, appointed officials and board members, and;

**WHEREAS**, the Todd County Board of Commissioners have considered the duties and responsibilities of each individual position; and

**WHEREAS**, the Todd County Board of Commissioners have considered the salaries of elected officials in other comparable counties; and

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve setting the County Commissioners salary at \$31,941.00 plus \$1,800 supplemental pay for Board Chair and \$1,200 supplemental pay for the Board Vice-Chair in 2020.

On motion by Becker and second by Neumann, the following resolution was introduced and adopted by unanimous rollcall vote:

**2020 COUNTY ATTORNEY SALARY**

**WHEREAS**, the Todd County Board of Commissioners are responsible for setting the compensation of county employees, elected officials, appointed officials and board members, and;

**WHEREAS**, the Todd County Board of Commissioners have considered the duties and responsibilities of each individual position; and

**WHEREAS**, the Todd County Board of Commissioners have considered the salaries of elected officials in other comparable counties; and

**WHEREAS**, the County Attorney is not on the County Comp worth Springsted pay scale; and

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve setting the County Attorney salary with an increase of 6.44% at \$118,151.00 for 2020.

On motion by Becker and second by Neumann, the following resolution was introduced and a rollcall vote taken with Commissioners Becker and Neumann for and Commissioners Erickson and Kneisl against resulting in a tie vote:

**2020 COUNTY AUDITOR TREASURER SALARY**

**WHEREAS**, the Todd County Board of Commissioners are responsible for setting the compensation of county employees, elected officials, appointed officials and board members, and;

**WHEREAS**, the Todd County Board of Commissioners have considered the duties and responsibilities of each individual position; and

**WHEREAS**, the Todd County Board of Commissioners have considered the salaries of elected officials in other comparable counties; and

**WHEREAS**, the County Auditor Treasurer is not on the County Comp worth Springsted pay scale; and

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve setting the County Auditor Treasurer salary with an increase of 15% at \$95,915.00 for 2020.

Robert's Rule of Order was cited that this item was held from further discussion and redirected to the next Board Meeting scheduled for December 17<sup>th</sup>, 2019.

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

**2020 COUNTY RECORDER SALARY**



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**WHEREAS**, the Todd County Board of Commissioners are responsible for setting the compensation of county employees, elected officials, appointed officials and board members, and;  
**WHEREAS**, the Todd County Board of Commissioners have considered the duties and responsibilities of each individual position; and  
**WHEREAS**, the Todd County Board of Commissioners have considered the salaries of elected officials in other comparable counties; and  
**WHEREAS**, the County Recorder is not on the County Comp worth Springsted pay scale; and  
**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve setting the County Recorder salary with an increase of 6.44% at 69,186 for 2020.

On motion by Becker and second by Neumann, the following resolution was introduced and adopted by unanimous rollcall vote:

### **2020 COUNTY SHERIFF SALARY**

**WHEREAS**, the Todd County Board of Commissioners are responsible for setting the compensation of county employees, elected officials, appointed officials and board members, and;  
**WHEREAS**, the Todd County Board of Commissioners have considered the duties and responsibilities of each individual position; and  
**WHEREAS**, the Todd County Board of Commissioners have considered the salaries of elected officials in other comparable counties; and  
**WHEREAS**, the County Sheriff is not on the County Comp worth Springsted pay scale; and  
**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve setting the County Sheriff salary with an increase of 6.44% at 94,180.00 for 2020.

### **Auditor-Treasurer's Report**

The County Auditor-Treasurer had no new events to report.

### **Commissioner's Report**

The Commissioners reported on meetings attended.

### **Interim Coordinator's Report**

The Interim County Coordinator reported on meetings attended.

### **Recess**

Chairperson Kneisl recessed the meeting until December 17<sup>th</sup>, 2019.

#### **AUDITOR WARRANTS**

<b>VENDOR NAME</b>	<b>AMOUNT</b>
COMPATICO	\$ 2,068.95
GOVERNMENT MANAGEMENT GROUP	\$ 5,000.00
LONG PRAIRIE OIL COMPANY	\$ 4,877.83
MIKE MOTORS ON MINNESOTA	\$ 23,249.71
MOTOROLA	\$ 9,599.52
PETERS LAW OFFICE, P.A.	\$ 8,384.00
STREAMWORKS	\$ 5,500.00
TODD CO AGRICULTURAL SOC.	\$ 6,682.67
WIDSETH SMITH NOLTING INC	\$ 4,751.00
23 PAYMENTS LESS THAN 2000	\$ 11,570.90
AMERICAN HERITAGE BANK	\$ 5,339.00
COUNTIES PROVIDING TECHNOLOGY	\$ 4,946.00



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COUNTRYSIDE RESTAURANT	\$	4,015.20
FLEET SERVICES/WEX BANK	\$	5,853.90
LONG PRAIRIE OIL COMPANY	\$	2,892.13
LONG PRAIRIE SANITATION INC	\$	3,384.00
MORRISON COUNTY	\$	69,036.75
NORTHERN STAR COOP	\$	3,496.79
Prairie Lakes Municipal Solid Waste Auth	\$	78,672.00
WATERGUARDS, LLC	\$	7,084.98
WONDERLICH/SCOTT A	\$	5,515.00
25 PAYMENTS LESS THAN 2000	\$	9,683.84
AMERICAN HERITAGE BANK	\$	76,574.17
CENTRACARE HEALTH LONG PRAIRIE	\$	3,072.00
EBSO INC	\$	222,703.29
GALLAGHER BENEFIT SERVICES INC	\$	2,000.00
HEALTH PARTNERS DENTAL	\$	9,436.86
KNOW iNK	\$	83,817.50
LONG PRAIRIE OIL COMPANY	\$	2,199.30
MINNESOTA POWER & LIGHT	\$	13,785.13
MN DEPT OF FINANCE	\$	7,497.00
NORTHERN NATURAL GAS CO	\$	5,036.29
STAPLES ADVANTAGE	\$	3,720.18
STEP	\$	9,501.65
TODD CO AUD-TREAS	\$	11,642.18
TODD SOIL & WATER CONS DIST	\$	100,471.00
32 PAYMENTS LESS THAN 2000	\$	10,244.87
AMERICAN HERITAGE	\$	10,119.85
CENTRAL SPECIALTIES INC	\$	37,500.00
LONG PRAIRIE OIL COMPANY	\$	9,763.17
MASWCD	\$	2,608.00
METRO SALES INC	\$	2,572.01
MINNESOTA CHEMICAL CO	\$	25,470.00
REDSTONE CONSTRUCTION	\$	296,067.12
TENVOORDE FORD	\$	133,794.24
VERIZON	\$	3,514.99
WIDSETH SMITH NOLTING INC	\$	2,404.50
26 PAYMENTS LESS THAN 2000	\$	9,256.67
1 PAYMENT LESS THAN 2000	\$	808.80
AMERICAN HERITAGE BANK	\$	52,378.13
CITY OF BERTHA	\$	11,745.11
CITY OF BROWERVILLE	\$	8,847.55
CITY OF CLARISSA	\$	5,879.56
CITY OF EAGLE BEND	\$	15,120.20
CITY OF GREY EAGLE	\$	10,537.25
CITY OF HEWITT	\$	4,757.49
CITY OF LONG PRAIRIE	\$	39,884.12
CITY OF OSAKIS	\$	10,750.41
CITY OF STAPLES	\$	63,355.22



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REGION V DEVELOPMT COMMISSION	\$ 3,275.03
SAUK RIVER WATER SHED DISTRICT	\$ 11,671.48
SCHOOL DISTRICT 213	\$ 86,713.29
SCHOOL DISTRICT 2170	\$ 67,986.14
SCHOOL DISTRICT 2753	\$ 195,514.65
SCHOOL DISTRICT 486	\$ 37,888.22
SCHOOL DISTRICT 740	\$ 6,730.54
SCHOOL DISTRICT 743	\$ 78,757.60
SCHOOL DISTRICT 786	\$ 85,334.54
SCHOOL DISTRICT 786-DEBT DIST 86	\$ 13,005.47
SCHOOL DISTRICT 787	\$ 121,576.86
SCHOOL DISTRICT 787- DEBT DIST 87	\$ 16,147.44
SCHOOL DISTRICT 818	\$ 6,762.78
TOWN OF BARTLETT	\$ 10,420.62
TOWN OF BERTHA	\$ 21,656.26
TOWN OF BIRCHDALE	\$ 17,994.90
TOWN OF BRUCE	\$ 13,251.93
TOWN OF BURLEENE	\$ 14,547.78
TOWN OF BURNHAMVILLE	\$ 17,133.62
TOWN OF EAGLE VALLEY	\$ 19,159.11
TOWN OF FAWN LAKE	\$ 9,938.24
TOWN OF GERMANIA	\$ 11,854.99
TOWN OF GORDON	\$ 36,032.14
TOWN OF GREY EAGLE	\$ 21,900.98
TOWN OF HARTFORD	\$ 27,043.87
TOWN OF IONA	\$ 16,468.92
TOWN OF KANDOTA	\$ 12,903.56
TOWN OF LESLIE	\$ 21,857.93
TOWN OF LITTLE ELK	\$ 10,754.49
TOWN OF LITTLE SAUK	\$ 19,235.50
TOWN OF LONG PRAIRIE	\$ 17,482.80
TOWN OF MORAN	\$ 13,923.37
TOWN OF REYNOLDS	\$ 17,455.50
TOWN OF ROUND PRAIRIE	\$ 35,028.89
TOWN OF STAPLES	\$ 17,187.86
TOWN OF STOWE PRAIRIE	\$ 21,373.62
TOWN OF TURTLE CREEK	\$ 9,351.51
TOWN OF VILLARD	\$ 13,168.28
TOWN OF WARD	\$ 24,218.98
TOWN OF WEST UNION	\$ 17,319.62
TOWN OF WYKEHAM	\$ 25,562.10
10 PAYMENTS LESS THAN 2000	\$ 5,393.13
Total:	\$ 2,851,424.52

## COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
APPLIED CONCEPTS INC	\$ 5,932.00



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BIG STONE THERAPIES, INC.	\$ 4,650.57
COMPASS MINERALS AMERICA	\$ 18,707.16
DELL MARKETING L.P.	\$ 4,951.17
EMERGENCY AUTOMOTIVE TECH	\$ 10,889.98
MENCH/JAMES	\$ 8,975.00
MORRISON CO PUBLIC HEALTH SERV	\$ 2,263.10
NOW MICRO INC	\$ 4,892.86
SHI CORP	\$ 2,680.00
TRIMIN SYSTEMS INC	\$ 13,847.00
ZUERCHER TECHNOLOGIES LLC	\$ 24,343.19
80 PAYMENTS LESS THAN 2000	\$ 24,274.43
<b>Total:</b>	<b>\$ 126,406.46</b>

### HEALTH & HUMAN SERVICES WARRANTS


VENDOR NAME	AMOUNT
DHS - SWIFT	\$ 29,498.30
PERISH/ALAN	\$ 2,557.65
53 PAYMENTS LESS THAN 2000	\$ 9,715.24
<b>Total:</b>	<b>\$ 41,771.19</b>

VENDOR NAME	AMOUNT
DHS - MSOP - MN SEX OFFENDER PROG	\$ 6,091.50
DHS - ST PETER RTC - 472	\$ 9,982.00
LUTHERAL SOCIAL SERVICE OF MN-ST PAUL	\$ 2,780.01
MID MINNESOTA DRUG TESTING INC	\$ 2,288.00
WEST CENTRAL REGIONAL JUV CTR	\$ 5,431.00
PAYMENTS LESS THAN 2000	\$ 9,014.44
<b>Total:</b>	<b>\$ 35,586.95</b>

On a motion by Becker and second by Neumann, the preceding minutes of the County Board meeting held December 4, 2019 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on December 17, 2019.

Witness my hand and seal:

  
\_\_\_\_\_  
Gary Kneisl, County Board Chairperson

  
\_\_\_\_\_  
Denise Gaida, Todd County Auditor-Treasurer