



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 7th, 2020*

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 7th day of January, 2020 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 Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented with the addition of item 10.3 Discussion on 1W1P.

Board Organization

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To appoint Commissioner Kircher as the Chairperson of the Todd County Board of Commissioners for 2020 proceedings.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To appoint Commissioner Becker as the Vice-Chairperson of the Todd County Board of Commissioners for 2020 proceedings.

Consent Agenda

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

To approve the Commissioner's Meeting Minutes for December 30th, 2019 as presented.

Auditor-Treasurer

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

A RESOLUTION DESIGNATING AN OFFICIAL NEWSPAPER FOR 2020

WHEREAS, Minnesota Statutes Chapter 375.12 requires the annual letting of bids for publication of official proceedings of the County Board and similar statutes require the publication of delinquent tax lists, County Financial Statements, and local transportation project bid advertisements, and;

WHEREAS, pursuant to advertisement bids were opened to be designated for those parties interested in being named as the official newspaper for Todd County on January, 7, 2020.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners accept the bid from Staples World, with a bid of \$10.50 per column inch to be the Official Newspaper for the year 2020 and;

BE IT FURTHER RESOLVED, that the Todd County website (www.co.todd.mn.us) be also designated as an official publication for all statutory requirements.

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

A RESOLUTION DESIGNATING AN EXTRA PUBLICATION NEWSPAPER FOR 2020

WHEREAS, Minnesota Statutes Chapter 375.12 requires the annual letting of bids for publication of official proceedings of the County Board and similar statutes require the publication of delinquent tax lists, County Financial Statements, and local transportation project bid advertisements, and;



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WHEREAS, pursuant to advertisement bids were opened to be designated for those parties interested in being named as the extra publication newspaper for Todd County on January 7, 2020.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners accept the bid from The Long Prairie Leader with a bid of \$7.80 per column inch to be the Extra Publication Newspaper for the year 2020.

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

A RESOLUTION ESTABLISHING THE 2020 TODD COUNTY BOARD OF COMMISSIONER BOARD PROTOCOL

(Copy of full resolution language available in the Auditor-Treasurer's Office for public inspection.)

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve to continue to hold the Todd County Board of Commissioner's Meetings on the first and third Tuesday of every month at 9:00 a.m. in the Todd County Historic Courthouse and Worksessions designated by Board Chairperson or three members of the County Board as deemed necessary. The Commissioners also approve that the March 3, 2020 board meeting be rescheduled to March 2, 2020 and the November 3, 2020 board meeting be rescheduled to November 2, 2020 due to State Elections being held on said dates and the year-end board meeting be scheduled for December 29, 2020.

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

A RESOLUTION ESTABLISHING THE COMMISSIONER'S COMMITTEE ASSIGNMENTS FOR 2020

WHEREAS, The County Commissioners have wide ranging and diverse responsibilities, and;

WHEREAS, it is necessary for Commissioners to be assigned to Committees for the purposes of advocating for the County, and to effectively complete the work of the County.

NOW, THEREFORE BE IT RESOLVED, that the attached Committee Roster (Attachment 1) is hereby adopted as the County Commissioners' Committee Assignments for 2020 and will remain on file in the Auditor-Treasurer's Office.

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

DESIGNATION OF DEPOSITORY, INVESTMENTS & ELECTRONIC FUNDS TRANSFERS

WHEREAS, Minnesota Statute § 118A.02, subdivision 1 (a) states "The governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions." and;

WHEREAS, in accordance with Minnesota Statute § 118A.01 through § 118A.08, the County Board of Commissioners has the official role to authorize the County Auditor/Treasurer to select depositories & make investments of funds under Minnesota Statute § 118A.01 to 118A.08 or other applicable law for and on behalf of the County of Todd and;

WHEREAS, in accordance to Minnesota Statute § 385.07, the County Board of Commissioners has the official role to authorize the County Auditor/Treasurer the use electronic funds transfers where deemed appropriate, expeditious and in the best interest of the County of Todd.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners authorize the Todd County Auditor/Treasurer to select depositories & make investments in accordance to



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Minnesota Statute § 118A.01 through § 118A.08 where the following financial institutions are currently in place:

- American Heritage National Bank
- Minnesota National Bank
- Unity Bank
- US Bank
- MAGIC Fund

BE IT FURTHER RESOLVED, that the Todd County Board of Commissioners authorize the Todd County Auditor/Treasurer the use of electronic funds transfers where deemed appropriate, expeditious and in the best interest of Todd County.

Other Resolutions

It is understood that this Resolution replaces and supersedes all prior County Board actions, oral or written, relating to the subject matter hereof.

On motion by Neumann and second by Kneisl the following motion was introduced and adopted by unanimous rollcall vote: To approve the December 2019 Auditor Warrants number (ACH) 900587 through 900618 in the amount of \$358,089.98, (Manual) 516 thru 517 in the amount of \$997.00 and (Regular) 234701 through 234866 in the amount of \$731,601.88 for a total of \$1,090,688.86.

Todd Wadena Community Corrections

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

RESOLUTION APPOINTING MEMBERSHIP

Todd-Wadena Community Corrections

2020

This is a resolution appointing membership to the Todd-Wadena Community Corrections Executive Committee and Advisory Board.

WHEREAS, In accordance with MN Statutes Chapter 401, in 1976 Todd and Wadena Counties entered into a joint powers agreement and established Todd-Wadena Community Corrections, and

WHEREAS, On July 19, 2016, Todd and Wadena Counties reaffirmed their continued commitment to providing community corrections in their respective counties through Todd-Wadena Community Corrections, by approving the updated joint powers agreement, and

WHEREAS, Membership of the Todd-Wadena Community Corrections Executive Committee and Advisory Board needs to be appointed by the Boards of Commissioners in Todd and Wadena Counties, and

THEREFORE, IT IS RESOLVED that the members of the Todd-Wadena Community Corrections Executive Committee are appointed as follows:

1. Barbara Becker, Todd County Commissioner.
2. David Kircher, Todd County Commissioner.
3. Sheldon Monson, Wadena County Commissioner.
4. James Hofer, Wadena County Commissioner.
5. Jason Sellnow, Chairperson of the Community Corrections Advisory Board.
6. Kyra Ladd, Vice-Chairperson of the Community Corrections Advisory Board.
7. Honorable Daniel Benson, District Court Judge.

BE IT FURTHER RESOLVED that the members of the Todd-Wadena Community Corrections Advisory Board are appointed as follows:

1. Donald Asmus, Citizen Member.
2. Eric Monson, Citizen Member
3. Naomi Moyer, Citizen Member.



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4. Lane Waldahl, Citizen Member.
5. Katherine Langer, Correctional Administrator.
6. Sheena Prizler, Corrections Agent.
7. Barbara Becker, Todd County Commissioner.
8. David Kircher, Todd County Commissioner.
9. Sheldon Monson, Wadena County Commissioner.
10. James Hofer, Wadena County Commissioner.
11. Honorable Daniel A. Benson, District Court Judge.
12. Patrick Sutlief, Educational Administrator.
13. Sandra Ahrendt, Ethnic/Minorities Representative.
14. Cindy Pederson, Health Services Representative.
15. Jackie Och, Health and Human Services Representative.
16. Vacant, Human Services Representative.
17. Melissa Birkholtz, Police Chief.
18. Jane Gustafson, Prosecuting Attorney.
19. Kyra Ladd, Prosecuting Attorney.
20. Sarah Federle, Public Defender.
21. Jason Sellnow, Public Defender.
22. Michael D. Carr, Wadena County Sheriff.
23. Steve Och, Todd County Sheriff.
24. Connie Nelson, Victim Services.

County Sheriff

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To accept the Snowmobile Safety Enforcement Grant.

Health & Human Services

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Northern Pines Purchase of Service contract renewal.

Administration

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

RESOLUTION OF FINANCIAL COMMITMENT OF SOLID WASTE CAP GRANT AND BONDING PROJECT

WHEREAS, Todd County has made application for a capital assistance program grant (Grant); and **WHEREAS**, Todd County prepared a letter of support to the MPCA for this grant application dated June 4, 2019. Todd County intends to utilize Grant funds to make specific modifications, upgrades or construct new components (hereafter referred to as Improvements) of its regional Integrated Solid Waste Management System (System); and

WHEREAS, The improvements include equipment for, and construction of the following infrastructure at the existing Todd County Transfer Station property near Browerville: a new municipal solid waste transfer station building; modification and retrofit of the existing transfer station for single sort processing for recyclables generated in Todd County and other nearby counties; construction of a new source separated organic materials composting (SSOM) facility for yard waste and organics generated in Todd County and other nearby counties; and

NOW THEREFORE BE IT RESOLVED, by the Todd County Board of Commissioners that Todd County will implement the project, provide necessary local financing, and accept and exercise the governmental powers necessary to develop and operate the Improvements. The solid waste department



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shall, as an enterprise fund, prepare its annual budget to cover the costs including but not limited to bond payments, operation costs, maintenance costs and labor costs arising out of the Improvements and;
BE IT FURTHER RESOLVED, Todd County desires to expand its regionalized approach to solid waste management through construction of the proposed single sort recyclables and SSOM processing improvements to serve neighboring counties; and
BE IT FURTHER RESOLVED, Recycling and composting improvements will be located at, and operated out of, common property, equipment or buildings which also serve disposal related purposes. Todd County will not accept recyclable materials for the purpose of disposal unless no other person is willing to accept the recyclable materials; and
BE IT FURTHER RESOLVED, if awarded, Todd County pledges to use all funds made available exclusively for the eligible capital-related costs of the project and to pay any additional amount by which the cost of the project exceeds the estimate by appropriation to the construction fund of additional funds or proceeds of additional bonds of Todd County. Todd County recognizes that any subsequent withdrawal of allocated or additional funds of Todd County will impair the obligation of contract between the state of Minnesota, Todd County and the bondholders.

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the request to recruit for MIS Supervisor and post position internally.

Commissioner's Report

The Commissioners reported on meetings attended.

Auditor-Treasurer's Report

The Auditor-Treasurer reported on meetings attended and projects in progress including 21 townships with candidate filing closing on January 14th.

Coordinator's Report

The Coordinator had no updates to report.

Recess

Chairperson Kircher recessed the meeting until January 21st, 2020.

AUDITOR WARRANTS	
VENDOR NAME	AMOUNT
CITY OF EAGLE BEND	\$ 42,354.33
DLT SOLUTIONS INC	\$ 7,977.07
LAKES AREA TRUCK REPAIR	\$ 7,495.87
LONG PRAIRIE OIL COMPANY	\$ 5,740.15
NUSS TRUCK & EQUIP	\$ 117,899.65
PETERS LAW OFFICE, P.A.	\$ 4,440.00
RAINBOW RIDER	\$ 2,934.59
TODD CO AGRICULTURAL SOC.	\$ 2,259.88
VOYANT COMMUNICATIONS, LLC	\$ 3,792.77
18 PAYMENTS LESS THAN 2000	\$ 7,102.27
1 PAYMENT LESS THAN 2000	\$ 200.05
AMERICAN HERITAGE BANK	\$ 67,511.34
COUNTRYSIDE RESTAURANT	\$ 3,276.00
EBSO INC	\$ 219,195.41
FLEET SERVICES/WEX BANK	\$ 5,288.39



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LONG PRAIRIE OIL COMPANY	\$	7,092.95
LONG PRAIRIE SANITATION INC	\$	4,468.23
MN DEPT OF FINANCE	\$	7,156.50
Prairie Lakes Municipal Solid Waste Auth	\$	78,672.00
STAPLES ADVANTAGE	\$	3,405.34
29 PAYMENTS LESS THAN 2000	\$	11,795.11
COUNTIES PROVIDING TECHNOLOGY	\$	4,946.00
HOLLERMANN/SHAWN	\$	60,591.75
LONG PRAIRIE OIL COMPANY	\$	2,633.26
MINNESOTA POWER & LIGHT	\$	14,583.43
MORRISON COUNTY	\$	16,053.25
NOTERMANN/ANTHONY L.	\$	3,669.10
REGENTS OF THE UNIV OF MN	\$	33,916.62
SHIRLEY'S GAS & GROCERIES	\$	2,666.70
WOLTERS BODY SHOP	\$	3,147.11
49 PAYMENTS LESS THAN 2000	\$	21,602.79
AMERICAN HERITAGE	\$	6,087.00
CENTERPOINT ENERGY	\$	4,488.01
FARM-RITE EQUIPMENT, INC	\$	18,833.68
GALLAGHER BENEFIT SERVICES INC	\$	2,000.00
Prairie Lakes Municipal Solid Waste Auth	\$	78,672.00
RINGDAHL ARCHITECTS INC.	\$	9,750.00
STEP	\$	8,464.40
STOECKEL JAHNER INC	\$	14,630.00
US POSTAL SERVICE	\$	7,387.12
VOYANT COMMUNICATIONS, LLC	\$	3,509.69
WIDSETH SMITH NOLTING INC	\$	2,761.86
WILDER FOUNDATION	\$	2,350.00
29 PAYMENTS LESS THAN 2000	\$	9,870.73
1 PAYMENT LESS THAN 2000	\$	796.95
COMPASS MINERALS AMERICA	\$	18,516.48
METRO SALES INC	\$	2,146.38
Otter Tail County Treasurer	\$	9,303.86
RURAL MN CEP INC	\$	11,613.85
STATEMA'S BACKHOE SERVICE LLC	\$	12,890.00
TIERNEY BROTHERS INC	\$	3,628.78
TODD SOIL & WATER CONS DIST	\$	76,839.01
VERIZON	\$	2,452.32
26 PAYMENTS LESS THAN 2000	\$	9,828.83
Total:	\$	1,090,688.86



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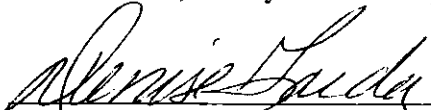
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On a motion by Kneisl and second by Neumann, the preceding minutes of the County Board meeting held January 7th, 2020 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on January 21st, 2020.

Witness my hand and seal:



David Kircher, County Board Chairperson



Denise Gaida, Todd County Auditor-Treasurer