



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
April 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 April, 2020 at 9:00 AM. The meeting was called to order by Chairperson Kircher. The meeting was opened with the Pledge of Allegiance. All Commissioners were present.

Approval of Agenda

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

Consent Agenda

On motion by Kneisl and second by Neumann, the following motions and resolutions were introduced and adopted by unanimous vote:

To approve the Todd County Board of Commissioner's Meeting Minutes for March 17th, 2020, March 24th, 2020 and April 1st, 2020 as presented.

To approve a Seasonal Off Sale and On Sale 3.2 Malt Liquor License for T. Rose Inc. dba Linwood Resort at the address of 17857 Lake St E, Osakis, MN in Gordon Township effective May 1, 2020 through October 1, 2020.

To approve the hiring of Shanae Fortson as Administrative Assistant effective April 13, 2020.

To approve hiring Sam Byers and Jaden Evenson to fill the vacant Public Works Summer Help positions for FY 2020.

To approve the hire of Debra Warner as MIS Technician.

Auditor-Treasurer

On motion by Neumann and second by Kneisl the following motion was introduced and adopted by unanimous rollcall vote: To approve the March 2020 Auditor Warrants number (ACH) 900729 through 900759 in the amount of \$923,420.41, (Manual) 530 thru 536 in the amount of \$51,328.87 and (Regular) 235139 through 235293 in the amount of \$299,025.56 for a total of \$1,273,774.84.

On motion by Becker and second by Erickson the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 400586 through 400598 in the amount of \$11,036.59 and (Regular) 53298 through 53370 in the amount of \$81,190.59 for a total of \$92,227.18.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 800577 through 800592 and (Regular) 706543 through 706591 for a total amount of \$107,536.40.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 600158 through 600164 and (Regular) 515749 through 515771 for a total amount of \$103,648.52.

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

TRANSFER OF FUNDS – 2020 TODD COUNTY EXPO BUILDING PROJECT

WHEREAS, the Todd County Board of Commissioners approved the project a construction project of the Expo Building at the Todd County Fairgrounds location on March 17th, 2020, and;



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WHEREAS, per auditing standards all building and construction projects are to be tracked and expensed via a dedicated fund, and;

WHEREAS, the building project is scheduled to commence in the near future and funding should be aligned to facilitate the project's expenses.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the transfer of funds in the amount of \$708,454.00 from Fund 01-General Revenue to Fund 37-Bldg Construction for the 2020 Todd County Expo Building Project.

Hands of Hope Resource Center

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

April 2020 Sexual Assault Awareness Month Proclamation

WHEREAS, Hands of Hope Resource Center in conjunction with the Todd County Board of Commissioners are dedicated to making and keeping our county and its communities a safe and welcoming area for all families, and;

WHEREAS, the voices of those who have been victimized by sexual assault need to be heard, and a clear message sent that there is no disgrace in being a survivor of sexual violence, as that shame lies only with the aggressor, and;

WHEREAS, Hands of Hope Resource Center continues to advocate and support multiple victims of all ages of sexual assault, through personal advocacy, court and systems advocacy, referrals to other needed services, and by providing a caring, non-judgmental, and confidential space with respectful and knowledgeable individual advocates to assist them, and;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners joins Hands of Hope Resource Center in supporting and encouraging residents of Todd County to become part of the solution to eliminate sexual violence and to support and empower survivors. The first step in prevention is increased education, awareness and community involvement. We all need to speak out against harmful attitudes and actions and;

BE IT FURTHER RESOLVED, that the Todd County Board of Commissioners does hereby proclaim April 2020 as Sexual Assault Awareness Month and encourages constituents to join those who work to provide justice and safety in their effort to eliminate sexual violence in all communities in our county.

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

RESOLUTION ESTABLISHING NATIONAL CRIME VICTIMS' RIGHTS WEEK, APRIL 19-25, 2020

WHEREAS, the victims' rights movement has resulted in the passage of laws at the local, state, and federal levels that established essential rights for victims;

WHEREAS, crime victims' rights acts passed here in Minnesota and at the federal level have provided victims with ways to participate meaningfully throughout the criminal justice process;

WHEREAS, the rights of crime victims are best protected when all participants in the criminal justice process – not only victims – are appropriately educated about victims' rights;

WHEREAS, supporting victims of crime is crucial to the U.S. justice system because our support honors the experiences of victims and allows them to find autonomy and empowerment through achieving self-defined goals;



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WHEREAS, we must help victims access the justice, assistance, and support they need to rebuild their lives;

WHEREAS, advocacy by and for victims of crime is itself a form of seeking justice, no less than justice sought in the courts;

WHEREAS, the accomplishments of the victims’ rights movement – achieved through compassion and collaboration, and built on the courageous advocacy of individual victims and their families across the country – inspire in us hope for future progress and greater healing;

WHEREAS, we are determined to respond to crime and violence by helping victims find not only support, recovery, and justice, but also a sense of hope for their future;

WHEREAS, National Crime Victims’ Rights Week provides an opportunity to recommit to ensuring that accessible, appropriate, and trauma-informed services are offered to all victims of crime; and

WHEREAS, Hands of Hope Resource Center is hereby dedicated to strengthening victims and survivors in the aftermath of crime, building resilience in our communities and our victim service providers, and bringing hope and healing to all victims and survivors;

NOW, THEREFORE, BE IT RESOLVED, the Todd County Board of Commissioners do hereby proclaim the week of April 19-25, 2020, as

Crime Victims’ Rights Week

reaffirming Todd County’s commitment to creating a victim service and criminal justice response that assists all victims of crime during Crime Victims’ Rights Week and throughout the year; and expressing our sincere gratitude and appreciation for those community members, victim service providers, and criminal justice professionals who are committed to improving our response to all victims of crime so that they may find relevant assistance, support, justice, and peace.

Public Works

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

AWARD OF CONSTRUCTION CONTRACT FOR 2020 BITUMINOUS HIGHWAY CONSTRUCTION

WHEREAS, sealed bids were received on March 31st, 2020 by the Todd County Public Works Director for SAP 077-601-022, SAP 077-603-009, SAP 077-611-033, SAP 077-614-018, SAP 077-632-006, SAP 077-593-001, SAP 077-598-028, and CP 77-20-01, said projects for highway construction related work at various locations in Todd County, and;

WHEREAS, the following sealed bids were received:

Anderson Brothers Construction	Brainerd, Minnesota	\$4,131,331.31
Knife River Corporation	Sauk Rapids, Minnesota	\$4,207,129.94
Mark Sand & Gravel	Fergus Falls, Minnesota	\$4,360,698.22
Central Specialties, Inc.	Alexandria, Minnesota	\$4,556,427.47
Duininck Construction	Prinsburg, Minnesota	\$4,999,380.32

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction projects to Anderson Brothers Construction of Brainerd, Minnesota based on their low bid of \$4,131,331.31.



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Planning & Zoning

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the job title change from Generalist to Administrative Assistant – P&Z and updated job description.

Soil & Water

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To allow the Board Chair to sign the follow up letter to MPCA regarding the Todd County Feedlot Program Audit.

Health & Human Services

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve notification to the Minnesota Department of Commerce, Todd County's intent to administer and deliver the Energy Assistance Program for FFY 2021.

Administration

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve an unpaid medical leave of absence for employee #511.

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To separate employment with employee #817 effective today.

Recess

Chairperson Kircher recess the meeting until April 21st, 2020.

AUDITOR WARRANTS

VENDOR NAME	AMOUNT
1 PAYMENT LESS THAN 2000	\$ 39.31
1 PAYMENT LESS THAN 2000	\$ 1,542.00
MN DEPT OF REVENUE	\$ 39,914.28
1 PAYMENT LESS THAN 2000	\$ 1,291.05
1 PAYMENT LESS THAN 2000	\$ 831.10
US BANK	\$ 7,683.98
1 PAYMENT LESS THAN 2000	\$ 27.15
EBSO INC	\$ 458,034.63
HEALTH PARTNERS DENTAL	\$ 4,910.90
HILLYARD	\$ 2,107.38
PHEASANTS FOREVER	\$ 6,724.00
TODD TRAILS ASSOCIATION	\$ 33,105.81
17 PAYMENTS LESS THAN 2000	\$ 6,333.69
CENTERPOINT ENERGY	\$ 2,292.40
CLIFTON LARSONALLEN, LLP	\$ 3,150.00
COUNTIES PROVIDING TECHNOLOGY	\$ 5,085.00
COUNTRYSIDE RESTAURANT	\$ 3,105.00
EMPLOYMENT ENTERPRISES, INC	\$ 3,307.27
FLEET SERVICES/WEX BANK	\$ 5,445.20
GREAT RIVER REGIONAL LIBRARY	\$ 83,351.50
HILLTOP REGIONAL KITCHEN	\$ 6,400.00



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METRO SALES INC	\$	2,231.19
MINNESOTA POWER & LIGHT	\$	17,536.47
MN DEPT OF FINANCE	\$	5,320.00
MORRISON COUNTY	\$	12,095.48
PETERS LAW OFFICE, P.A.	\$	3,780.00
RINGDAHL ARCHITECTS INC.	\$	15,600.00
STAPLES ADVANTAGE	\$	2,931.56
STEP	\$	8,667.50
WENCK ASSOCIATES, INC.	\$	7,715.40
47 PAYMENTS LESS THAN 2000	\$	18,042.84
CENTERPOINT ENERGY	\$	3,684.19
STOECKEL JAHNER INC	\$	8,855.00
TODD CO AUDITOR-TREASURER	\$	76,312.07
35 PAYMENTS LESS THAN 2000	\$	14,781.16
ANOKA CO GOVERNMENT CENTER	\$	14,994.25
CLIFTON LARSONALLEN, LLP	\$	12,600.00
EBSO INC	\$	229,315.27
LONG PRAIRIE OIL COMPANY	\$	3,265.47
METRO SALES INC	\$	2,111.80
9 PAYMENTS LESS THAN 2000	\$	1,318.86
CLIFTON LARSONALLEN, LLP	\$	6,965.00
LONG PRAIRIE SANITATION INC	\$	4,468.23
Prairie Lakes Municipal Solid Waste Auth	\$	82,637.00
RAHN'S OIL & PROPANE	\$	13,232.59
SHIRLEY'S GAS & GROCERIES	\$	2,057.50
VERIZON	\$	4,021.04
VOYANT COMMUNICATIONS, LLC	\$	3,539.47
WONDERLICH/SCOTT A	\$	7,311.25
40 PAYMENTS LESS THAN 2000	\$	13,702.60
Total:	\$	1,273,774.84

COMMISSIONER WARRANTS

VENDOR NAME		AMOUNT
AMAZON CAPITAL SERVICES	\$	4,572.03
AMHERST H WILDER FOUNDATION	\$	2,350.00
ARC ELECTRIC SERVICE	\$	9,800.00
BRAATEN SAND & GRAVEL	\$	22,335.25
CITY OF ST CLOUD	\$	5,507.83
ELECTION SYSTEMS & SOFTWARE INC	\$	5,865.06
FRONTIER PRECISION INC	\$	4,399.20
MORRISON CO PUBLIC HEALTH SERV	\$	2,669.33
NOW MICRO INC	\$	7,418.25
77 PAYMENTS LESS THAN 2000	\$	27,310.23
Total:	\$	92,227.18



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HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
BRENNY FUNERAL CHAPEL - STAPLES	\$ 3,500.00
DHS - SWIFT	\$ 89,737.14
HANDI-XPRESS LLC	\$ 3,049.80
PERISH/ALAN	\$ 2,391.62
61 PAYMENTS LESS THAN 2000	\$ 8,857.84
Total:	\$ 107,536.40

VENDOR NAME	AMOUNT
CENTRAL MN MENTAL HEALTH CTR	\$ 2,940.00
DHS - ALEXANDRIA CBHH - 491	\$ 6,096.00
DHS - MSOP - MN SEX OFFENDER PROGRAM	\$ 17,881.50
DHS - ST PETER RTC - 472	\$ 29,302.00
# 14593	\$ 2,432.90
HOLISTIC FAMILY EDUCATION SRVS	\$ 6,052.79
LUTHERAL SOCIAL SERVICE OF MN-ST PAUL	\$ 2,103.45
NEXUS INC - MILLE LACS ACADEMY	\$ 10,551.07
NORTHERN PINES MENTAL HEALTH CTR	\$ 2,409.00
STEP	\$ 3,996.92
VILLAGE RANCH INC	\$ 7,124.14
PAYMENTS LESS THAN 2000	\$ 12,758.75
Total:	\$ 103,648.52

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

Witness my hand and seal:

David Kircher, County Board Chairperson

Denise Gaida, Todd County Auditor-Treasurer