



WHERE THE FOREST MEETS THE PRAIRIE

# Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on August 4<sup>th</sup>, 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 4<sup>th</sup> day of August, 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 Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented with the shift of item 4.4 Facilities Maintenance Tech to a regular item instead of part of the Consent Agenda.

## Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for July 21<sup>st</sup>, 2020 as presented.

To approve a one day On Sale Temporary Liquor License for the Long Prairie Lions Club at the address of 24257 Riverside Drive (Long Drive In), Long Prairie, MN in Long Prairie Township effective August 22<sup>nd</sup>, 2020 replacing the previous application approved by the County Board as BAF#20200721-03.

To approve the resignation of David Gritz, PT Correctional Officer effective 07/17/2020.

To approve the budgeted request to hire Shawn Karnes as the Maintenance Tech position at \$25.61.

## Auditor-Treasurer

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous rollcall vote: To approve the July 2020 Auditor Warrants number (ACH) 900880 through 900916 in the amount of \$538,340.71, (Manual) 558 thru 566 in the amount of \$51,479.04 and (Regular) 235704 through 235833 in the amount of \$2,908,100.86 for a total of \$3,497,920.61.

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 400741 through 400756 in the amount of \$16,188.74 and (Regular) 53763 through 53813 in the amount of \$61,662.09 for a total of \$77,850.83.

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 Commissioner Warrants number (ACH) 800888 through 800899 and (Regular) 706932 through 706962 for a total amount of \$48,354.82.

On motion by Kneisl 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) 600234 through 600238 and (Regular) 515931 through 515937 for a total amount of \$50,089.53.

## Ditch/Ag Inspector

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

**HOLD HARMESS AGREEMENT – DITCH MAINTENANCE – COUNTY DITCH 27**



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**WHEREAS**, Mike Irlbeck is requesting to maintain approximately 6,360 feet of CD27 that is located on three of his parcels – 28-0017500 (Main Ditch), 28-0018700 (Main Ditch & South Branch of Main Ditch), 28-0018000 (Branch #1 of Lateral #3). The maintenance will be done at his own expense. A Hold Harmless Agreement has been signed and submitted to the Ditch Authority; and **WHEREAS**, an onsite inspection has been done; a Wetland Application has been submitted to the TEP, and;

**WHEREAS**, applicant is allowed to maintain the drainage ditch to the original width, depth and grade. An improvement by lowering or widening the ditch bottom is not allowed. Sediment and vegetation can only be removed to the extent of the original ditch bottom elevation. Spoil must be side cast and leveled, staying within 16.5 feet of the ditch.

**NOW, THEREFORE BE IT RESOLVED**, the Todd County Ditch Authority gives permission to Mike Irlbeck to maintain approximately 6,360 feet of CD27 in Wykeham Twp section 21 & 22. These sections of ditch are located on his own property and the work will be done at his own expense.

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

### **HOLD HARMLESS AGREEMENT – PRIVATE CROSSING – COUNTY DITCH 35**

**WHEREAS**, Jeff Seurer is requesting to install a private culvert crossing on CD35. The project will be done on his own property at his own expense. A Hold Harmless Agreement has been signed and submitted to the Ditch Authority, and;

**WHEREAS**, an onsite inspection has been done, and Jeff has talked to SWCDD regarding wetland paperwork, and;

**WHEREAS**, the crossing will be a 24" x 30' culvert and will be placed at original ditch bottom elevation.

**NOW, THEREFORE BE IT RESOLVED**, the Todd County Ditch Authority gives permission to Jeff Seurer to install a private culvert crossing in CD35, on parcel 01-0034400 in Bartlett Twp section 34. The crossing will be located on his own property and will be installed at his own expense.

### **Solid Waste**

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve Chair Kircher to sign a letter of support of PLMSWA to MCIT.

### **Health & Human Services**

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Energy Assistance Program Contract and Internal Controls Documentation for FFY2021.

Jackie Och, HHS Director presented an update on the COVID-19 Situation for discussion.

### **Administration**

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To choose Sourcewell (Health Partners) and not eliminate the \$300 deductible plan.

Discussion was held regarding the CARES Act funds and potential uses within the county organization and countywide.

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve necessary incurred expenses from March 1, 2020 through June 30, 2020 for CARES Act CRF Reporting and authorize Coordinator to approve ongoing necessary expenses through December 30, 2020.



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On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by majority vote with Becker and Neumann abstaining: To approve the Todd County Small Business Relief Grant Program and allocate \$600,000 of CARES Act CRF Funds to the program.

Consensus of the County Board was provided regarding the proposed members of the Small Business Relief Grant Program Approval Committee.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve to recruit and hire a temporary administrative assistant for Economic Development.

Consensus of the County Board was provided regarding the CARES Act Committee Assignments.

### Commissioner's Report

Commissioner Becker provided an update to the County Board regarding recent meetings revolving around Lake Shamineau and County Ditch 41.

### Recess

Chairperson Kircher recessed the meeting until August 18<sup>th</sup>, 2020.

AUDITOR WARRANTS		
VENDOR NAME		AMOUNT
MN DEPT OF REVENUE	\$	5,423.00
1 PAYMENT LESS THAN 2000	\$	10.13
1 PAYMENT LESS THAN 2000	\$	712.00
1 PAYMENT LESS THAN 2000	\$	804.84
MN DEPT OF REVENUE	\$	36,275.38
MN DEPT OF REVENUE	\$	2,852.00
US BANK	\$	4,554.12
1 PAYMENT LESS THAN 2000	\$	24.37
1 PAYMENT LESS THAN 2000	\$	823.20
COMPATICO	\$	3,941.64
LONG PRAIRIE SANITATION INC	\$	4,220.37
PETERS LAW OFFICE, P.A.	\$	4,575.00
Prairie Lakes Municipal Solid Waste Auth	\$	82,637.00
TODD SOIL & WATER CONS DIST	\$	12,736.25
VERIZON	\$	4,364.26
WIDSETH SMITH NOLTING INC	\$	5,647.00
18 PAYMENTS LESS THAN 2000	\$	7,414.55
COUNTIES PROVIDING TECHNOLOGY	\$	5,085.00
DOHERTY STAFFING SOLUTIONS	\$	2,080.56
EBSO INC	\$	229,445.84
FLEET SERVICES/WEX BANK	\$	5,512.19
GALLAGHER BENEFIT SERVICES INC	\$	2,000.00
KNIFE RIVER CORP	\$	84,080.94
MN DEPT OF FINANCE	\$	7,969.50
MORRISON COUNTY	\$	40,782.41



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REDSTONE CONSTRUCTION	\$	143,860.54
schroeder/GINGER	\$	2,189.74
SEACHANGE PRINT INNOVATIONS	\$	9,073.48
SHIRLEY'S GAS & GROCERIES	\$	2,339.58
STAPLES ADVANTAGE	\$	2,719.56
TODD CO SOLID WASTE	\$	2,635.00
TODD COUNTY AUDITOR/TREASURER	\$	3,500.00
TOWN OF VILLARD	\$	86,910.00
TRAFFIC MARKING SERVICE INC	\$	2,077.86
VOYANT COMMUNICATIONS, LLC	\$	4,274.63
WADENA COUNTY TRANSFER STATION	\$	4,624.10
WATERGUARDS, LLC	\$	25,529.16
WONDERLICH/SCOTT A	\$	5,540.00
ZASTROW/THOMAS	\$	16,170.56
53 PAYMENTS LESS THAN 2000	\$	22,006.24
BARNHART/ANDREW W	\$	2,440.00
CENTRAL APPLICATORS INC	\$	6,597.42
LONG PRAIRIE OIL COMPANY	\$	3,282.23
MADDEN GALANTER HANSEN, LLP	\$	2,162.00
MINNESOTA POWER & LIGHT	\$	13,741.91
RAHN'S OIL & PROPANE	\$	10,351.39
36 PAYMENTS LESS THAN 2000	\$	12,428.93
ANDERSON BROTHERS	\$	2,503,794.63
BIG SAUK LAKE ASSOCIATION	\$	2,158.00
CITY OF BROWERVILLE	\$	2,985.00
MARCYES EXCAVATING INC	\$	8,805.00
NYHUS CHEVROLET BUICK INC	\$	28,409.45
PHILIP'S REPAIRABLES & COLLISION CENTER	\$	2,737.76
19 PAYMENTS LESS THAN 2000	\$	10,604.89
Total:	\$	3,497,920.61

## COMMISSIONER WARRANTS

VENDOR NAME		AMOUNT
CENTRAL APPLICATORS INC	\$	14,991.71
CENTRAL APPLICATORS INC	\$	6,757.32
COMMISSIONER OF TRANSPORTATION	\$	2,455.08
CORBIN PICKAR EXC INC	\$	4,900.00
GOODIN COMPANY	\$	4,605.95
GOVERNMENT FORMS AND SUPPLIES	\$	14,213.09
MCCC, MI33	\$	5,936.50
MORRISON CO PUBLIC HEALTH SERV	\$	5,390.15
59 PAYMENTS LESS THAN 2000	\$	18,601.03
Total:	\$	77,850.83

## HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME		AMOUNT
DHS - SWIFT	\$	23,259.61



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RURAL MN CEP INC	\$	10,038.47
TODD COUNTY MIS DEPT	\$	4,728.90
40 PAYMENTS LESS THAN 2000	\$	10,327.84
Total:	\$	48,354.82

VENDOR NAME		AMOUNT
DHS - MSOP - MN SEX OFFENDER PROGRAM	\$	5,895.00
DHS - ST PETER RTC - 472	\$	9,660.00
HOLISTIC FAMILY EDUCATION SRVS	\$	7,618.13
LUTHERAN SOCIAL SERVICES OF MN - ST PAUL	\$	2,142.30
NORTHERN PINES MENTAL HLTH CTR	\$	16,108.65
WEST CENTRAL REGIONAL JUVENILE CTR	\$	5,314.00
PAYMENTS LESS THAN 2000	\$	3,351.45
Total:	\$	50,089.53

On a motion by Erickson and second by Neumann, the preceding minutes of the County Board meeting held August 4, 2020 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on August 18, 2020.

Witness my hand and seal:

David Kircher, County Board Chairperson

Denise Gaida, Todd County Auditor-Treasurer