



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 18th, 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 18th 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 Kneisl 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 6.2 Resignation of Summer Help – Sam Byers and item 6.3 Resignation of Summer Help – Jaden Evenson to a consent agenda item instead of a regular agenda item and also the addition of item 9.4 Set Date to discuss Lake Shamineau issue with Morrison County.

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for August 4th, 2020 as presented.

To approve the resignation of Daniel Gaida as Correctional Officer effective 08/19/2020.

To approve the resignation of Samantha Cofell as Nursing Supervisor effective September 30, 2020.

To accept Sam Byers resignation of Public Works Summer Help effective 08/06/2020.

To accept Jaden Evenson resignation of Public Works Summer Help effective 08/13/2020.

Auditor-Treasurer

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) 400757 through 400779 in the amount of \$37,492.60 and (Regular) 53814 through 53850 in the amount of \$50,981.94 for a total of \$88,474.54.

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 800900 through 800966 and (Regular) 706963 through 707024 for a total amount of \$88,325.29.

On motion by Neumann 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) 600239 through 600249 and (Regular) 515938 through 515967 for a total amount of \$74,890.22.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To authorize the County Auditor-Treasurer to sign the engagement letter with CliftonLarsonAllen LLP for consulting services related to the CARES Act funds.

Public Works

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

Final Payment Authorization – 2020 HSIP Striping Contract



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WHEREAS, the contract with Traffic Marking Service, Inc. for the 2020 HSIP Striping Contract known as SP 077-070-012 & SP 077-070-013 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 2020 with the value of the total work certified being \$325,854.44, and;

WHEREAS, partial payments amounting to \$309,561.72, have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that \$16,292.72 still remains to be paid to Traffic Marking Service, Inc.

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

Planning & Zoning

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To grant a conditional use permit on parcel 07-0023500 for establishment of a retail greenhouse and sheet metal sales business with the proposed conditions.

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To grant a conditional use permit on parcel 07-0025300 for establishment of a rural schoolhouse with the proposed conditions.

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To grant a conditional use permit on parcel 21-0020600 for establishment of 4 – 40'x100' sheds for commercial mini-storage units with no conditions.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: To grant a conditional use permit on parcel 22-0003100 for establishment of a group housing site of greater than 7 residents with the proposed conditions.

Health & Human Services

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

Administration

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

Adoption of Changes to Todd County Personnel Policy

WHEREAS, the Todd County Board of Commissioners has recognized a need for strong, up to date personnel policy, and;

WHEREAS, the Todd County Board of Commissioners and policies subcommittee have had an opportunity to review the policy revisions put forth in Article VII, Section 7.08 of the Personnel Policy and find the implementation to be in the best interest of the sound administration of the County;

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners adopts the attached changes to the Todd County Personnel Policy and directs the County Coordinator to begin administration of said policy as of August 14, 2020 and;

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



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On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve a per diem of \$35 per meeting along with mileage reimbursement at the current federal rate for Small Business Relief Grant Program Committee members, excluding TCDC Executive Director and County Coordinator.

A progress report was provided by the County Coordinator regarding the CARES Act Funds projects for the County Board’s review and discussion.

Consensus of the County Board to set the meeting date of August 25th at 1:00 pm as the first option date to meeting with Morrison County to discuss the Lake Shamineau project. An alternate date of August 31st at 3:00 pm was also provided.

Closed Session

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To hold a closed session pursuant to MN Statute 13D.05, Subd 3(b) beginning at 9:45 a.m.

Chairperson Kircher reopened the meeting at 10:16 a.m.

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To authorize the separation agreement with Employee #817.

Auditor-Treasurer’s Report

The Auditor-Treasurer reported on Todd County Voter’s summary statistics of participation during the State Primary Election.

Adjourn

On motion by Kneisl and second by Becker, the meeting was adjourned for the month of August 2020.

COMMISSIONER WARRANTS	
VENDOR NAME	AMOUNT
BROWERVILLE TRUCKWASH/BIG BOYZ	\$ 3,839.24
CENTRAL APPLICATORS INC	\$ 8,186.34
CENTRAL SPECIALTIES INC	\$ 12,799.47
CONTECH ENGINEERED SOLUTIONS, LLC	\$ 16,275.22
IDEAL CONSTRUCTION LLC	\$ 13,694.96
JMD MANUFACTURING, INC	\$ 2,449.83
SMITH/JEFFREY A	\$ 2,200.00
STAPLES WORLD	\$ 4,725.02
TODD COUNTY SHERIFF	\$ 5,000.00
60 PAYMENTS LESS THAN 2000	\$ 19,304.46
Total:	\$ 88,474.54



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HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
# 15998	\$ 3,235.78
# 14593	\$ 3,867.56
HOLISTIC FAMILY EDUCATION SRVS	\$ 8,064.36
# 15686	\$ 2,053.75
NEW HORIZON ACADEMY 75	\$ 5,137.00
NORTHERN PINES MENTAL HLTH CTR INC	\$ 2,500.00
# 16183	\$ 2,626.32
# 13887	\$ 2,885.48
# 16109	\$ 2,036.08
# 16359	\$ 2,817.20
VILLAGE RANCH INC	\$ 14,588.79
WEST CENTRAL REG JUVENILE CTR	\$ 4,114.00
PAYMENTS LESS THAN 2000	\$ 20,963.90
Total:	\$ 74,890.22

VENDOR NAME	AMOUNT
V #6688 - COST EFF HEALTH INSURANCE	\$ 2,139.50
V #16427 - COST EFF HEALTH INSURANCE	\$ 2,338.92
FRESHWATER EDUCATION DISTRICT	\$ 9,939.00
RURAL MN CEP	\$ 9,077.43
SCHULLER FAMILY FUNERAL HOME - WADENA	\$ 2,833.00
TODD COUNTY SHERIFF	\$ 2,497.56
V #16430 - COST EFF HEALTH INSURANCE	\$ 4,067.82
122 PAYMENTS LESS THAN 2000	\$ 55,432.06
Total:	\$ 88,325.29

On a motion by Erickson and second by Becker, the preceding minutes of the County Board meeting held August 18, 2020 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on September 1, 2020.

Witness my hand and seal:

David Kircher, County Board Chairperson

Denise Gaida, Todd County Auditor-Treasurer