



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
March 16th, 2021*

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 16th day of March, 2021 at 9:00 AM. The meeting was called to order by Chairperson Becker. The meeting was opened with the Pledge of Allegiance. All Commissioners were present.

Approval of Agenda

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented with the addition of item 4.10 Transfer Station Officer Manager Resignation.

Consent Agenda

On motion by Neumann 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 March 2nd, 2021 as presented.

To approve a one year Setup License for Rebecca L. Pratt dba Clarissa Ballroom at the address of 19281 Kotter Road, Clarissa, MN in Eagle Valley Township effective April 1, 2021 through March 31, 2022.

To approve a one year On Sale and Off Sale 3.2 Malt Liquor License for Rebecca L. Pratt dba Clarissa Ballroom at the address of 19281 Kotter Road, Clarissa, MN in Eagle Valley Township effective April 1, 2021 through March 31, 2022.

To approve a one year Wine License (including Strong Beer) for Rebecca L. Pratt dba Clarissa Ballroom at the address of 19281 Kotter Road, Clarissa, MN in Eagle Valley Township effective April 1, 2021 through March 31, 2022.

To approve a one year Dance License for Rebecca L. Pratt dba Clarissa Ballroom at the address of 19281 Kotter Road, Clarissa, MN in Eagle Valley Township effective April 1, 2021 through March 31, 2022.

To approve an Off Sale, On Sale and Sunday Liquor License for The Rock Tavern LLC at the address of 11977 County 47, Grey Eagle, MN in Grey Eagle Township effective April 1, 2021 through March 31, 2022.

To approve Kimberly Wuollet's retirement effective 03/12/2021.

To approve the resignation of Jesse Cebulla effective January 19, 2021.

To approve the resignation of Erika Schwartz effective March 26, 2021.

To accept the resignation of Heidi Sudbeck, Office Manager.

Auditor-Treasurer

On motion by Erickson and second by Kneisl, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 401100 through 401142 in the amount of \$38,619.42 and (Regular) 54553 through 54609 in the amount of \$89,173.13 for a total of \$127,792.55.

On motion by Kircher 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) 801455 through 801525 and (Regular) 707632 through 707684 for a total amount of \$107,972.47.



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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 SSIS Warrants number (ACH) 600358 through 600370 and (Regular) 516239 through 516266 for a total amount of \$61,630.61.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To grant permission to Benson Air Ag, Inc of Benson, MN for spraying tent worms in Todd County in the calendar year 2021 with public notification made within 48 hours prior to a spraying event.

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

TRANSFER OF FUNDS – COUNTY RELIEF GRANT PROGRAM

WHEREAS, Todd County received \$486,777 on January 6, 2021 via the State of Minnesota County Relief Grant Program, and;

WHEREAS, the County Relief Grant program allots up to 2.5% (\$11,872) to be retain by the County for administering said program, and;

WHEREAS, the County Relief Grant program awards and expenditures have been summarized and the amount of \$4,816.72 remains in the program funds for administrative use.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby authorize the transfer of funds in the amount of \$4,816.72 from Fund 19-Cares/County Relief Grant Program to Fund 01-General Revenue to finalize the realignment of eligible administrative expenses into the County Funds.

Ditch/Ag Inspector

On motion by Kircher, the following was introduced and tabled: Acting as Todd County Ditch Authority, acknowledges receipt of an Outlet Petition from the Shamineau Lake Improvement District (LSLID) for County Ditch 41. This topic will be brought to the April 6, 2021 board meeting for further consideration.

Public Works

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

AWARD OF CONSTRUCTION CONTRACT FOR 2021 BRIDGE CONSTRUCTION PROJECT

WHEREAS, sealed bids were received on March 9th, 2021 by the Todd County Public Works Director for SAP 077-611-034, said project for bridge construction work located on County State Aid Highway #11 near the City of Clarissa, and;

WHEREAS, the following sealed bids were received:

Marvin Tretter, Inc.	Pierz, Minnesota	\$446,326.90
Landwehr Construction, Inc.	Saint Cloud, Minnesota	\$464,606.35
Gladen Construction, Inc.	Laporte, Minnesota	\$471,283.65
Houle Excavating LLC	Little Falls, Minnesota	\$472,905.50
Riley Bros. Construction, Inc.	Morris, Minnesota	\$472,934.25
Blombeck Construction	Eagle Bend, Minnesota	\$478,854.50
Central Specialties Inc.	Alexandria, Minnesota	\$494,635.63
Midwest Contracting, LLC	Marshall, Minnesota	\$566,732.95
RL Larson Excavating, Inc.	Saint Cloud, Minnesota	\$593,712.45
J.R. Ferche, Inc.	Rice, Minnesota	\$641,273.00



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NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction project to Marvin Tretter, Inc. of Pierz, Minnesota based on their low bid of \$446,326.90.

Planning & Zoning

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the Conditional Use Permit with the proposed six proposed conditions for Daniel Lambright on parcel 05-0002300 for a wholesale greenhouse operation.

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

Planning Boundary Establishment for One Watershed, One Plan Programs for the Mississippi River Sartell and Mississippi River St. Cloud Watersheds

WHEREAS, integrated comprehensive watershed planning is a benefit for our water resources; and **WHEREAS**, the Minnesota Board of Soil and Water Resources has developed policies for coordination and development of comprehensive watershed management plans, also known as One Watershed, One Plan, consistent with Minnesota Statutes, Chapter 103B.801, Comprehensive Watershed Management Planning Program; and

WHEREAS, the Counties, Soil and Water Conservation Districts, and Watershed Districts (hereafter "Local Government Units") within the Mississippi River Sartell / St Cloud Major Watersheds, as delineated in the attached One Watershed, One Plan Suggested Boundary Map (Exhibit A, #11), have interest in developing a coordinated, major watershed-scale implementation framework for this area; and

WHEREAS, the Minnesota Board of Soil and Water Resources has developed policies related to "Boundary Establishment and Adjustment Procedures (Operating Procedures Document Version 2.0, section B.1.a.ii) which specify the process to adjust One Watershed, One Plan planning boundaries; and

WHEREAS, the staff from the noted Local Governmental Units have shared their board and supervisor's opinions for a desired planning boundary for future One Watershed, One Plan projects during a February 18th 2021 meeting; and

WHEREAS, the Local Governmental Units are in agreement that a split between the Mississippi River Sartell and Mississippi River St Cloud watersheds for One Watershed, One Plan planning boundaries was consistent with precedent 8-digit Hydrologic Unit Code boundaries utilized by watershed-based programs overseen by the Minnesota Pollution Control Agency (Intensive Watershed Monitoring, Watershed Restoration and Protection Strategies) and best reflected the intent of the One Watershed, One Plan program from a local perspective;

NOW, THEREFORE, BE IT RESOLVED, the Local Governmental Units included within the BWSR Suggested Boundaries Map #11 watershed support the splitting of this planning boundary into two separate planning boundaries (Exhibit B) named the Mississippi River Sartell (8-digit HUC #07010201) and the Mississippi River St. Cloud (8-digit HUC #07010203) for future One Watershed, One Plan related programs.

BE IT FURTHER RESOLVED, that Todd County, specifically, agrees to this adjustment in the planning boundary and supports future One Watershed, One Plan programs within these boundaries.

Solid Waste

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

2021 TODD COUNTY GENERAL FUND LOAN TO SOLID WASTE DEPARTMENT

WHEREAS, Todd County has made application for a capital assistance program grant to construct a new Transfer Station Building, Scale house and associated exterior improvements at the existing Transfer Station Facility in Browerville, and;



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WHEREAS, Todd County is preparing a final grant application. This project as proposed has an estimated local cost of One Million, Five Hundred Twelve Thousand, Two Hundred Ten Dollars (\$1,512,210.00).

WHEREAS, The final grant application requires Todd County to identify how it will pay for the local cost of the project.

NOW, THEREFORE BE IT RESOLVED, by Todd County's Board of Commissioners that the Solid Waste Department will pay Five Hundred Forty Thousand Dollars (\$540,000.00) of the local project cost from its own account balance during construction of the project and the Todd County General Fund will loan the remaining estimated local cost of Nine Hundred Seventy-Two Thousand, Two hundred, Ten Dollars (\$972,210.00) to the Solid Waste Department.

BE IT FURTHER RESOLVED, the Department of Solid Waste will pay an interest rate of zero percent (0%) per year on the principal borrowed from the general fund, and will make principal payments back to the general fund of Fifty Thousand Dollars (\$50,000.00) per year or as can be afforded until the remaining principal is zero dollars with the first payment to be made no later than the calendar year 2023.

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

2021 TODD COUNTY TRANSFER STATION FINAL GRANT APPLICATION

WHEREAS, Todd County has made application for a capital assistance program grant to construct a new Transfer Station Building, Scale house and associated exterior improvements at the existing Transfer Station Facility in Browerville, and;

NOW, THEREFORE BE IT RESOLVED, by Todd County's Board of Commissioners that Applicant will implement the project, provide necessary local financing, and accept and exercise the governmental powers necessary to develop and operate the project.

BE IT FURTHER RESOLVED, Todd County pledges to use all funds made available exclusively for the capital cost 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 Applicant will impair the obligation of contract between the state of Minnesota, Todd County and the bondholders.

BE IT FURTHER RESOLVED, Todd County's Board of Commissioners authorizes the Director of Solid Waste to sign the Final Capital Assistance Program Grant Application and the Capital Assistance Program Grant Agreement on behalf of Todd County.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To sign the Film Plastic Collection Program Agreement with Otter Tail County.

Health & Human Services

On motion by Erickson and second by Neumann, 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 2022.

Jackie Och, HHS Director provided an update to the County Board on the COVID-19 situation and vaccination availability.



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Administration

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To authorize the adoption of the LELS Unit Collective Bargaining Agreement for 2021.

County Auditor-Treasurer's Report

The County Auditor-Treasurer had no data to report.

County Commissioner's Report

Commissioners reported on meetings attended.

County Coordinator's Report

The County Coordinator updated the Commissioners regarding the new Federal American Rescue Plan funding with details to be provided at a future meeting once solidified.

Adjourn

On motion by Neumann and second by Erickson, the meeting was adjourned for the month of March 2021.

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
BIG STONE THERAPIES, INC.	\$ 3,359.74
CARGILL SALT DIVISION	\$ 33,734.93
CHAMBERLAIN OIL COMPANY	\$ 2,244.87
DIAMOND MOWERS INC	\$ 7,889.58
EMERGENCY AUTOMOTIVE TECH	\$ 3,252.54
FRIEDRICH'S TIRE & OIL CO	\$ 5,136.25
INTRAYDYN	\$ 4,700.00
JENKINS IRON & STEEL INC	\$ 5,416.00
LITTLE FALLS MACHINE INC	\$ 3,389.31
MENCH/JAMES	\$ 3,805.00
NORTHERN STAR COOP	\$ 2,394.83
ONSOLVE, LLC	\$ 7,950.00
SELLNOW LAW OFFICE PA	\$ 4,500.00
STAPLES WORLD	\$ 3,157.37
SUMMIT COMPANIES	\$ 4,280.00
85 PAYMENTS LESS THAN 2000	\$ 32,582.13
Total:	\$ 127,792.55

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
DHS - SWIFT	\$ 18,053.53
V #14194 - COST EFFECTIVE HEALTH INSURANCE	\$ 3,851.82
MN CHILD SUPPORT PAYMENT CENTER	\$ 8,217.58
RURAL MN CEP INC	\$ 8,820.99
TODD COUNTY AUDITOR/TREASURER	\$ 15,096.10
TODD COUNTY SHERIFF	\$ 2,428.60
USPS - POC	\$ 3,393.00



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117 PAYMENTS LESS THAN 2000	\$ 48,110.85
Total:	\$ 107,972.47

VENDOR NAME	AMOUNT
# 16413	\$ 2,087.68
# 15998	\$ 2,822.12
# 14593	\$ 3,493.28
GERARD TREATMENT PROGRAMS	\$ 10,115.92
HOLISTIC FAMILY EDUCATION SRVS	\$ 3,941.45
LUTHERAN SOCIAL SERVICE OF MN-ST PAUL	\$ 2,497.60
NORTHERN PINES MENTAL HLTH CTR INC	\$ 2,500.00
# 16183	\$ 2,372.16
# 16668	\$ 3,495.42
STEP	\$ 5,781.96
PAYMENTS LESS THAN 2000	\$ 22,523.03
Total:	\$ 61,630.62

On a motion by Neumann and second by Kneisl, the preceding minutes of the County Board meeting held March 16th, 2021 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on April 6th, 2021.

Witness my hand and seal:

Barbara Becker, County Board Chairperson

Denise Gaida, Todd County Auditor-Treasurer