



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
November 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 November, 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 Erickson, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented.

Consent Agenda

On motion by Kircher 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 November 2nd, 2021 as presented.

To accept the resignation of Lewis Noska, Resource Conservationist-Wetlands, as of December 1st, 2021.

To approve Connie Helgeson to fill the open Eligibility Work position, start date to be determined.

To approve Jacob Schwebke to fill the open Social Worker position, start date to be determined.

To approve the hiring of Timothy Ebnet as Resource Conservationist-Ag with a proposed start date of November 22, 2021.

GAMBLING PERMIT – BROWERVILLE SPORTSMAN CLUB

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Browerville Sportsman Club through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Browerville Sportsman Club to hold a raffle event at the Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Road, Clarissa, MN on March 6th, 2022.

GAMBLING PERMIT – STAPLES SPORTSMENS CLUB

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Staples Sportsmens Club through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Staples Sportsmens Club to hold a raffle event at the Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Road, Clarissa, MN on March 12th, 2022.

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) 401584 through 401620 in the amount of \$29,668.79 and (Regular) 55355 through 55402 in the amount of \$107,210.36 for a total of \$136,879.15.

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 802145 through 802218 and (Regular) 708354 through 708417 for a total amount of \$103,504.93.



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On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 600499 through 600512 and (Regular) 516610 through 516628 for a total amount of \$74,289.28.

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

**TRANSFER OF FUNDS AND APPROVAL OF ARP/SLFRF EXPENSES
THROUGH JULY 31, 2021**

WHEREAS, Todd County has received the first tranche of funding via the Federal American Rescue Plan (ARP/SLFRF) Act, and;

WHEREAS, Todd County has used/expensed funds within the allotted timeframe indicated in the federal guidance terms, and;

WHEREAS, Todd County departments incurred qualifying expenses per the attached list via the Federal ARP/SLFRF Act which were not able to expensed directly to Fund 19-ARP/SLFRF and now necessitate realignment to the County Departments that incurred the initial eligible expense.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the attached list of expenses for inclusion as ARP/SLFRF qualifying expenditures and authorize the transfer of funds in the amount of \$59,254.76 from Fund 19-ARP/SLFRF to Fund 01-General Fund \$6,833.67, Fund 21-Public Health \$22,713.15 and Fund 51-Solid Waste \$29,707.94 to realign these eligible ARP-SLFRF expenses to the County Departments.

Public Works

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the attached Dodge of Burnsville Purchase Agreement for a 2022 Dodge Ram 3500 Crew Cab Chassis SRW for \$35,383.00 (State Bid Price).

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the attached Ziegler Equipment Purchase Agreement for a 2021 CAT 950GC Loader for \$164,700.00 (State Bid Price).

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

2022 Master Bridge Priority Replacement List

WHEREAS, Todd County has determined that the attached list of bridge on County State Aid Highways, County Roads, Township Roads, and Municipal Streets are either listed as structurally deficient or are a high priority for removal and replacement within the immediate future, and;

WHEREAS, local roads play an essential role in the overall state transportation network and local bridges are a critical component of the local road system, and;

WHEREAS, State support for the replacement of bridges continues to be crucial to maintaining the integrity of the local road system and is necessary funding source for the County, Townships, and Municipalities to proceed with replacements of the bridges on the attached list, and;

WHEREAS, Todd County intends to proceed with the replacement of these bridges as soon as either State Transportation Bond Funds or State Townbridge Funds become available.



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NOW, THEREFORE BE IT RESOLVED, that Todd County commits that it will proceed with the replacement of these listed bridges immediately after being notified of the availability of State Transportation Bond Funds or State Townbridge Funds.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the hiring of Mr. Arlan Bjorstrom to fill the Temporary Emergency Equipment Operator position.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the purchase of a new equipped plow truck per the attached purchase agreements for \$233,054.85.

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

2026 AREA TRANSPORTATION IMPROVEMENT PLAN NOMINATION – CSAH 2 PROJECT

WHEREAS, the Central Minnesota Area Transportation Partnership (ATP) annually solicits projects for State Transportation Improvement Program (STIP) funding which provides for improvements to the transportation systems, with money requests being project specific, and;

WHEREAS, project nominations must meet eligibility guidelines and qualifying criteria as established by the Central Area Transportation Partnership, and;

WHEREAS, the Todd County Public Works Department recommends that the following project be submitted and nominated for inclusion in the 2026 Area Transportation Improvement Plan, which is a prioritized list of transportation projects that the Central Minnesota Partnership recommends for inclusion in the State Transportation Improvement Plan (STIP),

County State Aid Highway 2 – from County State Aid Highway 11 to Trunk Highway 28

SP 077-602-01X: Bituminous Mill & Overlay, Aggregate Shouldering and Pipe Maintenance Project, and;

WHEREAS, this project is listed on the Todd County Public Works Department Proposed Five Year Construction Plan.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby support the recommendation of the Public Works Department for submittal and nomination of the above noted project and requests said project be included in the State Fiscal Year 2026 Area Transportation Improvement Plan.

Planning & Zoning

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To grant the conditional use permit on parcel 03-0089000 submitted by Alysa Thomson to establish an in home daycare facility in Shoreland Zoning with one condition.

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the 2022/2023 Feedlot Program Delegation Agreement and Work Plan as presented.



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Health & Human Services

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Todd County Public Health Advisory policy/job description as reviewed by the committee.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the members serving on the Todd County Public Health Advisory Committee as Rona Bless, Faith Community Nurse; Kali Pachan, CTCCC; Amber Rasinski, Community Member; Bernice Desotell, Community Member; Courtney Rannow, Todd-Wadena Community Corrections; Dr Alex Harsha, Lakewood Health System; Randi Valencia Community Member/Hispanic Liaison; Tanja Levin, LPGE ISD 2753; Lisa Warner, Centracare Health; Kristy Brownell, Staples/Motley ISD2170; Barb Becker, County Commissioner-District 1; Randy Neumann, County Commissioner-District 5; Jackie Och, Todd County Health & Human Services Director.

Administration

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

Adoption of County Personnel Act

WHEREAS, Todd County has notified the Department of Human Services of its desire to withdraw from the Minnesota Merit System; and

WHEREAS, to receive federal funds for various programs, the Minnesota Department of Human Services and local units of government must have systems of personnel administration that satisfies federal merit system standards; Minnesota Statute 256.012; and

WHEREAS, the County Personnel Act, Minnesota Statute Sections 375.56 through 375.71 satisfies the federal merit system standards; and

WHEREAS, the County Board of Commissioners will adopt and appoint members to a Personnel Board of Appeals at a later date.

NOW, THEREFORE BE IT RESOLVED, by the Todd County Board of Commissioners, that the County Personnel Administration System, pursuant to Minnesota Statute 375.56 through 375.71 be established effective November 16, 2021; and,

BE IT FURTHER RESOLVED, the duties of the Personnel Director, pursuant to Minnesota Statutes section 375.59, are assigned to the County Coordinator effective November 16, 2021.

Closed Session

Chair Becker closed the session at 9:33 a.m. pursuant to MN Statute §13D.03 to consider strategies for labor negotiations.

Chair Becker reopened the session at 9:46 a.m.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported that Ag real estate taxes were due yesterday and the office is currently working on ARPA-SLFRF policy procedures.

County Commissioner's Report

Commissioner Neumann announced that the Annual Community Thanksgiving Dinner will be held in Osakis at VFW for the community.



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County Coordinator's Report

The County Coordinator had nothing to report at this time.

Adjourn

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

COMMISSIONER WARRANTS

<u>VENDOR NAME</u>	<u>AMOUNT</u>
AMAZON CAPITAL SERVICES	\$ 2,364.45
COMPASS MINERALS AMERICA	\$ 29,651.96
FRIEDRICH'S TIRE & OIL CO	\$ 5,854.00
GOODIN COMPANY	\$ 4,975.50
HILLYARD	\$ 2,052.52
IDEAL CONSTRUCTION LLC	\$ 2,255.00
MELROSE ONE STOP	\$ 3,187.80
MORRIS ELECTRONICS	\$ 2,954.86
SELLNOW LAW OFFICE PA	\$ 3,060.00
SHI CORP	\$ 4,721.00
STAPLES WORLD	\$ 2,485.88
TODD SOIL & WATER CONS DIST	\$ 36,317.00
WIDSETH SMITH NOLTING INC	\$ 9,530.97
72 PAYMENTS LESS THAN 2000	\$ 27,468.21
Total:	\$ 136,879.15

HEALTH & HUMAN SERVICES WARRANTS

<u>VENDOR NAME</u>	<u>AMOUNT</u>
DHS - SWIFT	\$ 24,549.01
V #10956 - COST EFF HEALTH INS	\$ 2,739.36
RURAL MN CEP INC	\$ 16,395.07
TODD COUNTY SHERIFF	\$ 4,895.47
134 PAYMENTS LESS THAN 2000	\$ 54,926.02
Total:	\$ 103,504.93

<u>VENDOR NAME</u>	<u>AMOUNT</u>
# 16413	\$ 2,507.28
# 16713	\$ 2,146.44
HOLISTIC FAMILY EDUCATION SRVS	\$ 5,511.22
# 16814	\$ 2,300.20
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$ 4,298.15
NORTHERN PINES MENTAL HLTH CTR INC	\$ 2,500.00
# 16668	\$ 4,531.72
PINEHAVEN YOUTH AND FAMILY SRVS INC	\$ 27,060.92
STEP	\$ 5,033.72
# 16491	\$ 2,077.60
PAYMENTS LESS THAN 2000	\$ 16,322.03
Total:	\$ 74,289.28



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On a motion by Erickson and second by Kircher, the preceding minutes of the County Board meeting held November 16th, 2021 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on December 10th, 2021.

Witness my hand and seal:

Barbara Becker

Barbara Becker, County Board Chairperson

Denise Gaida

Denise Gaida, Todd County Auditor-Treasurer