



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
December 28th, 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 28th day of December, 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 except Commissioner Kneisl.

Approval of Agenda

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

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for December 21st, 2021 as presented.

Auditor-Treasurer

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 401673 through 401701 in the amount of \$13,865.20 and (Regular) 55503 through 55541 in the amount of \$40,416.79 for a total of \$54,281.99.

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 Commissioner Warrants number (ACH) 802322 through 802338 and (Regular) 708533 through 708563 for a total amount of \$83,943.85.

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 600535 through 600540 and (Regular) 516673 through 516680 for a total amount of \$38,078.14.

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the budget amendment for the 2021 budget year for a total of \$36,210 for the Assessor department retiree severance payments.

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

COMMIT FUND BALANCE FOR FUTURE RETIREES' SEVERANCE FUND

WHEREAS, beginning in FY 2020, the Finance Committee recommended taking a proactive budget approach for future retirement severances within Fund 01-General Revenue, and;

WHEREAS, the County Board established the Committed Fund Balance for Future Retirees' Severance Fund with Resolution #20201229-08 for FYE 2020 with a balance of \$50,000, and;

WHEREAS, the remaining balance of this account as of December 31, 2021 is \$63,790.00. State Auditors recommendation is to approve a commitment of this fund balance on an annual basis for transparent financial reporting.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby authorize the County Auditor/Treasurer to register the Committed Fund Balance account in Fund 01-



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General Revenue with a balance of \$63,790.00 to track the funding plan for the Committed Fund Balance for Future Retirees' Severance Fund, effective December 31, 2021.

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

COMMIT FUND BALANCE FOR BUILDING & GROUNDS IMPROVEMENT FUND

WHEREAS, the Todd County Board of Commissioners established a building & grounds improvement fund with the objective that the funds be utilized for current and future expenses and held within the County General Fund. The building & grounds improvement funds are appropriated and utilized each calendar year;

WHEREAS, the remaining balance of this account as of December 31, 2021 is \$829,659.37. State Auditors recommendation is to approve by resolution a commitment of this fund balance on an annual basis for transparent financial reporting;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby authorize the County Auditor/Treasurer to register the Committed Fund Balance account in Fund 01-General Revenue Fund with a balance of \$829,659.37 to track the funding plan for the Committed Fund Balance of Building & Grounds Improvement Fund, effective December 31, 2021.

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

**TRANSFER OF FUNDS AND APPROVAL OF ARP/SLFRF EXPENSES THROUGH
DECEMBER 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 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 authorize the transfer of funds in the amount of \$59,829.71 from Fund 19-ARP/SLFRF to Fund 01-General Fund \$44,829.71 and Fund 51-Solid Waste \$15,000.00 to realign eligible ARP-SLFRF expenses to the County Departments per the attached list.

Commissioner Kneisl joined the meeting at 9:13 a.m.

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

APPLICATION FOR CANCELLATION OF FORFEITURE ON PARCEL 31-0000600

WHEREAS, the Todd County Auditor/Treasurer's Office has discovered that there was an error during the tax forfeiture process on parcel 31-0000600 described as: All that PT of NE4 SE4 which Lies S'rly of Sect 27 TWP 128 Rang 32, that forfeited on July 9th, 2021, and

WHEREAS, the Todd County Auditor/Treasurer's Office wishes to have the forfeiture for the above listed parcel of land be cancelled in accordance with state statute 279.34.



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BE IT FURTHER RESOLVED, to approve and sign the Application for Cancellation of Forfeiture for parcel listed above, so that the correct parties can be notified during the Expiration of Redemption period.

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To reappoint Gloria Nokes as District 1 Representative, Les Levin as District 3 Representative, Lee Christopherson as District 5 Representative and Jim Ostendorf as At-Large Member to the Todd County Parks and Trails Board.

Public Works

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the 2021 Budget Rollover Request for Retiree Severance in the amount of \$32,900 within Fund 03-Public Works.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the 2021 Budget Rollover Request for Road Striping in the amount of \$15,898 within Fund 03-Public Works.

On motion by Erickson and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the 2021 Budget Rollover Request for a One Ton Truck in the amount of \$37,682.90 within Fund 03-Public Works.

Planning & Zoning

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To take no action, by doing so, a \$2,000 assessment would remain in place on parcel 25-0046200 owned by Marianne Gerving for failure to complete the restoration order.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To take no action, by doing so, a \$2,000 assessment would remain in place on parcel 08-0036300 owned by Linda Jean Hansen for failure to complete the restoration order.

On motion by Kneisl and second by Erickson, the following motion was introduced and adopted by unanimous vote: To take no action, by doing so, a \$2,000 assessment would remain in place on parcel 25-0007500 owned by Harold G Harkcom for failure to complete the restoration order.

On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To take no action, by doing so, a \$2,000 assessment would remain in place on parcel 21-0040200 owned by Jeffrey J & Kristine Kuhlmann for failure to complete the restoration order.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To take no action, by doing so, a \$2,000 assessment would remain in place on parcel 19-0024700 owned by August Langseth for failure to complete the restoration order.

On motion by Erickson and second by Kircher, the following motion was introduced and adopted by unanimous vote: To take no action, by doing so, a \$2,000 assessment would remain in place on parcel 20-0030703 owned by Georgann M & David W Larson for failure to complete the restoration order.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To take no action, by doing so, a \$2,000 assessment would remain in place on parcel 22-0007001 owned by William J & Marsha K Owen for failure to complete the restoration order.



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On motion by Neumann and second by Erickson, the following motion was introduced and adopted by unanimous vote: To take no action, by doing so, a \$3,000 assessment would remain in place on parcel 15-0079700 owned by Timothy Forcier for failure to complete the restoration order.

County Auditor-Treasurer's Report

The County Auditor-Treasurer had nothing to report.

County Commissioner's Report

Commissioner Becker expressed thanks to the county staff for their support during the 2021 year.

County Coordinator's Report

The County Coordinator had nothing to report.

Adjourn

Chair Becker adjourned the meeting for the month of December and year of 2021.

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
BERG/TADD	\$ 5,445.00
BRAATEN SAND & GRAVEL	\$ 11,238.81
COMPASS MINERALS AMERICA	\$ 6,406.98
CORBIN PICKAR EXC INC	\$ 6,831.00
LEADSONLINE LLC	\$ 2,535.86
MENCH/JAMES	\$ 3,530.00
OLSON/ADAM	\$ 2,226.75
61 PAYMENTS LESS THAN 2000	\$ 16,067.59
Total:	\$ 54,281.99

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
CENTRAL MN COUNCIL ON AGING	\$ 2,534.00
DHS-SWIFT	\$ 11,919.03
ITEN FUNERAL HOME-BROWERVILLE	\$ 3,500.00
PERISH/ALAN	\$ 2,277.63
RURAL MN CEP INC	\$ 14,689.68
SOURCEWELL	\$ 42,370.09
42 PAYMENTS LESS THAN 2000	\$ 6,653.42
Total:	\$ 83,943.85

VENDOR NAME

AMOUNT

DHS - ANOKA METRO RTC - 412	\$ 7,429.00
DHS - MSOP - MN SEX OFFENDER PROGRAM	\$ 6,210.00
DHS - ST PETER RTC - 472	\$ 2,697.00
HOLISTIC FAMILY EDUCATION SRVS	\$ 4,701.48
NORTHWOOD CHILDRENS SERVICES	\$ 2,086.64
PRESBYTERIAN FAMILY FOUNDATION INC	\$ 8,536.55
PAYMENTS LESS THAN 2000	\$ 6,417.47
Total:	\$ 38,078.14



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On a motion by Kircher and second by Kneisl, the preceding minutes of the County Board meeting held December 28th, 2021 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on January 4th, 2022.

Witness my hand and seal:

A handwritten signature in black ink, appearing to read "Rodney Erickson", written over a horizontal line.

Rodney Erickson, County Board Chairperson

A handwritten signature in black ink, appearing to read "Denise Gaida", written over a horizontal line.

Denise Gaida, Todd County Auditor-Treasurer