



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
February 1st, 2022*

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 1st day of February, 2022 at 9:00 AM. The meeting was called to order by Chairperson Erickson. 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.

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for January 18th, 2022 as presented.

Auditor-Treasurer

On motion by Becker and second by Kircher, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 401725 through 401747 in the amount of \$13,068.60 and (Regular) 55587 through 55620 in the amount of \$112,465.95 for a total of \$125,534.55.

On motion by Kneisl 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) 802416 through 802427 and (Regular) 708644 through 708676 for a total amount of \$212,124.56.

On motion by Kircher 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) 600558 through 600561 and (Regular) 516707 through 516717 for a total amount of \$38,940.34.

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

2022 PARKS AND TRAILS APPROPRIATION FUNDS TRANSFER

WHEREAS, the 2022 budget for Todd County's allocation of funds to the Todd County Parks and Trails Board has been approved at \$9,000; and

WHEREAS, a letter was received from the Todd County Parks and Trails Board requesting for the appropriation of funds from the General Fund for 2022.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the transfer of funds in the amount of \$9,000 from the General Fund to the Parks and Trails Fund.

Board of Commissioners & SWCD Supervisor Joint Meeting

Separate minutes attached.

Solid Waste

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



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**2022 TODD COUNTY TRANSFER STATION
CAP GRANT AGREEMENT**

WHEREAS, Todd County has made application for a capital assistance program (CAP) grant to construct a new Transfer Station Building, Scale house, household hazardous waste facility and associated exterior improvements at the existing Transfer Station Facility located at 30433 US Highway 71, Browerville, Minnesota (hereafter referred to as the Project) and;

WHEREAS, The estimated Project Cost is \$5,512,210.00 (Five Million, Five Hundred Twelve Thousand, Two Hundred Ten Dollars and zero cents). The Minnesota Pollution Control Agency (MPCA) has awarded a grant for \$4,000,000.00 (Four Million Dollars and Zero Cents) to complete the Project. The remaining \$1,512,210.00 (One Million Five Hundred Twelve Thousand, Two Hundred Twelve Dollars and Zero Cents) shall be paid for by local (Todd County) funds.

WHEREAS, The State of Minnesota has prepared a Grant Agreement between Todd County and the MPCA entitled, "General Obligation Bond Proceeds Grant Agreement – Construction Grant for Todd County Transfer Station and Household Hazardous Waste Facility Project under the Solid Waste Processing Facilities Capital Assistance Program (CAP)" (CAP GRANT AGREEMENT). The CAP Grant funds shall become available for the Project only after Todd County has accepted the terms and conditions of the CAP GRANT AGREEMENT by electronic signature.

WHEREAS, The County Attorney has reviewed the CAP GRANT AGREEMENT and found no objections to the terms and conditions contained therein.

NOW, THEREFORE BE IT RESOLVED, by Todd County's Board of Commissioners to authorize the Todd County Solid Waste Director to sign the CAP GRANT AGREEMENT via DocuSign.

County Assessor

On motion by Becker and second by Kircher, the following motion was introduced and adopted by unanimous vote: To schedule the 2022 Todd County Board of Appeal and Equalization meeting for June 14, 2022; commencing at 6:00 p.m. and not ending before 7:00 p.m.

Facilities Committee

On motion by Becker and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the budgeted request to re-roof Annex 2 with the low bid from Roof 1 for a total of \$81,529.00.

Public Works

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the creation of a Todd County Adopt A Highway Program.

On a motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To set the 2022 Spring Road Meeting for April 4, 2022 at 9:00 AM at the Northern Public Works Shop Location at 23305 County 24, Staples, MN 56479.

County Sheriff

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve and sign the 2022-2023 Snowmobile Safety Enforcement Grant in the amount of \$8,804.00.



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Administration & Auditor-Treasurer

On motion by Becker and second by Neumann, the following resolution was introduced and adopted by majority vote with Kircher against:

A RESOLUTION AUTHORIZING THE SUBMISSION OF A GRANT AGREEMENT UNDER THE HELP AMERICA VOTE ACT (HAVA) GRANT THROUGH THE OFFICE OF MINNESOTA SECRETARY OF STATE (OSS)

WHEREAS, The Office of Minnesota Secretary of State (OSS) is currently soliciting applications from jurisdictions for grants to purchase voting equipment, and;

WHEREAS, during its 2021 1st Special Session, the Minnesota Legislature, via Chapter 12, Article 1, Sec. 41, directed the distribution of \$3 million from Federal Help America Vote Act (HAVA) appropriations as grants to political subdivisions. Per statute, these funds must be used to improve accessibility to, implement security improvements for elections systems for, and/or fund other activities to improve the security of, federal elections. Regulatory scheduled state elections in Minnesota are also federal elections, and;

WHEREAS, each county shall initially be eligible for the following maximum HAVA grant distribution amount: \$20,000 flat-rate per county +\$.287 per Voting Age Population as capture by the 2020 US Census, and;

WHEREAS, undistributed funds (funds not requested by counties, or funds allocated to counties for which prerequisites are not completed), as well as unspent and returned funds from counties will be subject to follow-on redistribution per a to-be-determined "2nd round" formula, and;

WHEREAS, the HAVA Grants Program does not require counties to match any amount of funding to be eligible to receive a grant award amount, and;

WHEREAS, HAVA Grants Program funds may be used by counties for any improvements or enhancements to accessibility or security of elections. OSS interprets the statutory language to extend to wider IT/network/and physical security and accessibility improvements and enhancements to county environments (virtual and physical), so long as elections funds are covered within. While OSS may be consulted on potential uses under consideration, counties are expected and encouraged to make autonomous decisions on applicability based on statutory language, and be prepared to defend and justify those decisions if audited. Of note, HAVA Grants Program funding may be applied to meet county matching requirements under the Voting Equipment Grants Authorization (VEGA) Program.

NOW, THEREFORE BE IT RESOLVED, that the grant application in the form presented to this board and to be submitted to the Office of the Secretary of State is hereby approved, and;

BE IT FURTHER RESOLVED, that the grant application in the form presented to this board and to be submitted to the Office of the Secretary of State is hereby approved, and;

BE IT FURTHER RESOLVED, that the Board directs application for any unused HAVA grant funds to be determined at a later date on the purposes for which the grant is received, and;

BE IN FURTHER RESOLVED, that the chief elections officer of the County and staff are directed to submit this approved grant application at the earliest opportunity, and;

BE IT FURTHER RESOLVED, that when the grant agreement is provided to the chief elections officer of the County, Denise Gaida, Todd County Auditor/Treasurer, that person is delegated the authority to execute that agreement and return it to the Office of the Secretary of State without further approval by this Board.

County Auditor-Treasurer's Report



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The County Auditor-Treasurer reported that Precinct Caucuses will be held today and that absentee voting for the upcoming March Township Elections opens on Friday, February 4, 2022.

County Commissioner's Report

The Commissioners reported on meetings and events attended.

County Coordinator's Report

Coordinator Pelzer informed the Board of the upcoming AMC Legislative Conference schedule.

Recess

Chairperson Erickson recessed the meeting until February 15, 2022.

COMMISSIONER WARRANTS

| VENDOR NAME | AMOUNT |
|-----------------------------|---------------|
| CUMMINS NPOWER LCC | \$ 4,867.48 |
| FARM-RITE EQUIPMENT, INC | \$ 2,142.61 |
| INTEREUM INC | \$ 3,085.83 |
| LITTLE FALLS MACHINE INC | \$ 2,374.55 |
| MORRIS ELECTRONICS | \$ 3,258.75 |
| TODD SOIL & WATER CONS DIST | \$ 88,631.00 |
| 51 PAYMENTS LESS THAN 2000 | \$ 21,174.33 |
| Total: | \$ 125,534.55 |

HEALTH & HUMAN SERVICES WARRANTS

| VENDOR NAME | AMOUNT |
|----------------------------|---------------|
| DHS - SWIFT | \$ 198,915.17 |
| HANDI- XPRESS LLC | \$ 2,100.80 |
| PERISH/ALAN | \$ 2,641.08 |
| 42 PAYMENTS LESS THAN 2000 | \$ 8,467.51 |
| Total: | \$ 212,124.56 |

| VENDOR NAME | AMOUNT |
|--------------------------------------|--------------|
| DHS - ANOKA METRO RTC - 412 | \$ 6,137.00 |
| DHS - MSOP - MN SEX OFFENDER PROGRAM | \$ 6,417.00 |
| DHS - ST PETER RTC - 472 | \$ 2,786.90 |
| HOLISTIC FAMILY EDUCATION SRVS | \$ 3,852.23 |
| NORTH HOMES CHILDREN & FAMILY SRVS | \$ 9,799.41 |
| NORTHWOOD CHILDRENS SERVICES | \$ 5,547.76 |
| PAYMENTS LESS THAN 2000 | \$ 4,400.04 |
| Total: | \$ 38,940.34 |



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On a motion by Becker and second by Neumann, the preceding minutes of the County Board meeting held February 1st, 2022 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on February 15th, 2022.

Witness my hand and seal:

Rodney Erickson, County Board Chairperson

Denise Gaida, Todd County Auditor-Treasurer