



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 15<sup>th</sup>, 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 15<sup>th</sup> 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 Becker 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 and Joint County/SWCD Meeting Minutes for February 1<sup>st</sup>, 2022 as presented.
- To approve the resignation of Connie Spanswick, effective 12/31/2021.
- To hire Jenna Lawin, PT Correctional Officer, start date pending.
- To authorize the hiring of Kasen Christensen as SWCD Resource Conservationist-Wetlands.
- To approve Taylor Lemke to fill the open Office Support Specialist I position.
- To approve Abigail Deters to fill the open Office Support Specialist II position.
- To approve Mika Jacobson to fill the open Eligibility Worker position with review of the position's funding source annually at minimum.

**GAMBLING PERMIT – MSGR. T. LEO KEAVENY 4<sup>TH</sup> DEGREE KNIGHTS OF COLUMBUS**

**WHEREAS**, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Msgr. T. Leo Keaveny 4<sup>th</sup> Degree Knights of Columbus through this resolution;

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a Gambling Permit for the Msgr. T. Leo Keaveny 4<sup>th</sup> Degree Knights of Columbus to hold a raffle event at the Thunder Lodge in Long Prairie Township at the address 22056 US 71, Long Prairie, MN on June 16<sup>th</sup>, 2022.

**GAMBLING PERMIT – SAUK CENTRE AREA CHAMBER OF COMMERCE**

**WHEREAS**, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Sauk Centre Area Chamber of Commerce through this resolution;

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a Gambling Permit for the Sauk Centre Area Chamber of Commerce to hold a raffle event at the Marthaler's Shed in Kandota Township at the address 10098 County 11, Sauk Centre, MN on April 23<sup>rd</sup>, 2022.

**GAMBLING PERMIT – SOCIETY OF ST PIUS X; LONG PRAIRIE MN INC**

**WHEREAS**, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Society of St Pius X; Long Prairie MN Inc through this resolution;

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a Gambling Permit for the Society of St Pius X; Long Prairie MN Inc to hold a raffle event at the St John Vianney Chapel in Round Prairie Township at the address 18910 Ellipse Loop, Long Prairie, MN on August 7<sup>th</sup>, 2022.



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To approve a one year Club On Sale & Sunday Liquor License for the American Legion #417 Oscar Jacobson Post (Little Sauk Legion) at the address of 16268 County 50, Long Prairie, MN in Little Sauk Township effective April 1, 2022 through March 31, 2023.

To approve a Seasonal On Sale and Sunday Liquor License for Birchwood Resort at the address of 22182 Birchwood Loop, Sauk Centre, MN in Birchdale Township effective April 15, 2022 through October 15, 2022.

To approve a Seasonal On Sale, Off Sale and Sunday Liquor License for DT Lisson DBA Double Eagle Golf & Grille at the address of 31886 County 3, Eagle Bend, MN in Burleene Township effective April 1<sup>st</sup>, 2022 through October 31<sup>st</sup>, 2022.

To approve a one year Off Sale, On Sale and Sunday Liquor License for The Hub Supper Club LLC dba The Hub Supper Club at the address of 30905 County 13, Burtrum, MN in Burnhamville Township effective April 1, 2022 through March 31, 2023.

To approve a one year On Sale and Sunday Liquor License for the Long Prairie Country Club at the address of 406 6<sup>th</sup> St SE, Long Prairie, MN in Long Prairie Township effective April 1, 2022 through March 31, 2023.

To approve a one day On Sale Temporary Liquor License for the Sauk Centre Area Chamber of Commerce at the Marthaler's Shed at the address of 10098 County 11, Sauk Centre, MN in Kandota Township effective April 23<sup>rd</sup>, 2022.

To approve a one year Off Sale, On Sale and Sunday Liquor License for Shady's Golden Eagle at the address of 13218 County 103, Burtrum, MN in Grey Eagle Township effective April 1, 2022 through March 31, 2023.

To approve a one day On Sale Temporary Liquor License for the Sylvan Shores Association Inc at the address of 40302 Paradise Dr, Browerville, MN in Fawn Lake Township effective March 11<sup>th</sup>, 2022.

## Auditor-Treasurer

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous rollcall vote: To approve the January 2022 Auditor Warrants number (ACH) 902029 through 902150 in the amount of \$1,787,512.56, (Manual) 682 through 690 in the amount of \$111,968.46 and (Regular) 238780 through 238956 in the amount of \$577,523.02 for a total of \$2,477,004.04.

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 401748 through 401769 in the amount of \$18,048.28 and (Regular) 55621 through 55663 in the amount of \$53,826.28 for a total of \$71,874.56.

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 Commissioner Warrants number (ACH) 802428 through 802496 and (Regular) 708677 through 708741 for a total amount of \$73,807.71.

On motion by Kneisl 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) 600562 through 600572 and (Regular) 516718 through 516740 for a total amount of \$48,902.29.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To grant acknowledgement to Benson Air Ag, Inc of Benson, MN for spraying of tent worms in Todd County in the calendar year 2022 with public notification made within 48 hours prior to a spraying event.



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## Staples World

Mark Anderson, Managing Editor from the Staples World presented a request for supplemental publication for the County Board's consideration. Commissioner Kircher made a motion to table the topic until county legal counsel is available either during this meeting or to a future meeting.

## University of Minnesota Extension – Todd County

Brenda Miller, Agriculture Production Systems Educator provided a program update on Livestock for the County Board's review.

Assistant County Attorney Lindemann joined the meeting.

## Staples World

Discussion was held by the County Board with Assistant Attorney Lindemann regarding bid procedures and legal precedence.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To deny the request for the separate supplemental distribution and publication of legal notices and proceedings in the Staples World publication at a rate of \$3.50 per column inch for the 2022 calendar year.

## Planning & Zoning

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by majority rollcall vote with Commissioner Erickson and Kircher against: To approve the Lakeside Acres First Addition Preliminary Plat with the proposed conditions and amendment of condition #3 for the cul-de-sac construction completed by the developer prior to final platting.

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Lakeside Acres Second Addition Preliminary Plat with the proposed conditions.

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To grant the conditional use permit on submitted by All Energy Solar, Inc on parcel 14-0008100 to establish a ground mounted community solar facility in AF-1 zoning with two conditions.

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To adopt the addition of Section 9.23 Short-Term and Vacation Rental to the Planning and Zoning Ordinance and amendments to Section 3.02 and 6.04.

## Emergency Management

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the signing of the attached letter of support for HF 2821/SF 2670 to provide grant funding to our Public Safety Agencies.

## Policies Committee

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

### **ADOPTION OF CHANGES TO THE TODD COUNTY PERSONNEL POLICY**



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**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 7.01, 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 February 15, 2022, 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.

### County Auditor-Treasurer's Report

The County Auditor-Treasurer reported that the Final Order of the Federal and State Redistricting boundaries is expected to be released today.

### County Commissioner's Report

The Commissioners reported on meetings and events attended.

### County Coordinator's Report

Coordinator Pelzer reported that the ARP committees are moving forward with plans and meetings.

### Adjourn

On motion by Kneisl and second by Neumann, the meeting was adjourned for the month of February 2022.

#### AUDITOR WARRANTS

| VENDOR NAME                             | AMOUNT       |
|---|--------------|
| HEALTH PARTNERS DENTAL                  | \$ 6,082.89  |
| TODD CO AUD-TREAS                       | \$ 5,120.50  |
| 8 PAYMENTS LESS THAN 2000               | \$ 2,916.37  |
| ACTIVE911                               | \$ 2,951.10  |
| AMERICAN SOLUTIONS FOR BUSINESS         | \$ 6,012.20  |
| CLIFTON LARSONALLEN, LLP                | \$ 8,820.00  |
| COUNTRYSIDE RESTAURANT                  | \$ 4,826.20  |
| DOHERTY STAFFING SOLUTIONS              | \$ 2,383.92  |
| GRANITE ELECTRONICS INC                 | \$ 37,574.40 |
| INITIATIVE FOUNDATION                   | \$ 8,000.00  |
| MCCC, MI33                              | \$ 7,449.58  |
| MCIT                                    | \$ 28,631.00 |
| MN DEPT OF FINANCE                      | \$ 6,496.00  |
| PHILIP'S REPAIRABLES & COLLISION CENTER | \$ 3,639.49  |
| PRAIRIE LAKES MUNICIPAL SOLID WASTE     | \$ 84,388.00 |
| RAHN'S OIL & PROPANE                    | \$ 20,571.06 |
| SHIRLEY'S GAS & GROCERIES INC           | \$ 5,596.55  |
| STAPLES ADVANTAGE                       | \$ 3,202.82  |



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|-----------------------------------|----|------------|
| TODD CO HISTORICAL SOCIETY        | \$ | 8,500.00   |
| US BANK                           | \$ | 366,265.00 |
| VERIZON                           | \$ | 4,739.82   |
| VOYANT COMMUNICATIONS, LLC        | \$ | 3,540.66   |
| WONDERLICH/SCOTT A                | \$ | 6,170.00   |
| 45 PAYMENTS LESS THAN 2000        | \$ | 24,599.59  |
| CITY OF BERTHA                    | \$ | 6,454.16   |
| CITY OF BROWERVILLE               | \$ | 6,820.55   |
| CITY OF BURTRUM                   | \$ | 3,082.72   |
| CITY OF CLARISSA                  | \$ | 2,035.20   |
| CITY OF EAGLE BEND                | \$ | 7,264.81   |
| CITY OF GREY EAGLE                | \$ | 5,154.40   |
| CITY OF HEWITT                    | \$ | 2,697.42   |
| CITY OF LONG PRAIRIE              | \$ | 21,685.84  |
| CITY OF STAPLES                   | \$ | 22,878.69  |
| SAUK RIVER WATER SHED DISTRICT    | \$ | 2,527.96   |
| SCHOOL DISTRICT 213               | \$ | 23,323.23  |
| SCHOOL DISTRICT 2170              | \$ | 33,200.70  |
| SCHOOL DISTRICT 2753              | \$ | 61,302.37  |
| SCHOOL DISTRICT 486               | \$ | 13,347.53  |
| SCHOOL DISTRICT 743               | \$ | 16,965.47  |
| SCHOOL DISTRICT 786               | \$ | 40,809.28  |
| SCHOOL DISTRICT 787               | \$ | 37,195.07  |
| SCHOOL DISTRICT 787- DEBT DIST 87 | \$ | 3,172.55   |
| TOWN OF BARTLETT                  | \$ | 4,708.76   |
| TOWN OF BERTHA                    | \$ | 5,415.99   |
| TOWN OF BIRCHDALE                 | \$ | 3,525.62   |
| TOWN OF BRUCE                     | \$ | 6,447.65   |
| TOWN OF BURLEENE                  | \$ | 3,350.13   |
| TOWN OF BURNHAMVILLE              | \$ | 7,015.71   |
| TOWN OF EAGLE VALLEY              | \$ | 9,242.57   |
| TOWN OF FAWN LAKE                 | \$ | 4,225.39   |
| TOWN OF GERMANIA                  | \$ | 4,690.47   |
| TOWN OF GORDON                    | \$ | 9,820.08   |
| TOWN OF GREY EAGLE                | \$ | 6,493.45   |
| TOWN OF HARTFORD                  | \$ | 8,990.93   |
| TOWN OF IONA                      | \$ | 5,741.44   |
| TOWN OF LESLIE                    | \$ | 2,501.98   |
| TOWN OF LITTLE SAUK               | \$ | 6,994.53   |
| TOWN OF LONG PRAIRIE              | \$ | 3,853.01   |
| TOWN OF MORAN                     | \$ | 6,965.35   |
| TOWN OF REYNOLDS                  | \$ | 5,200.06   |
| TOWN OF ROUND PRAIRIE             | \$ | 5,545.27   |
| TOWN OF STAPLES                   | \$ | 5,125.09   |
| TOWN OF STOWE PRAIRIE             | \$ | 8,157.87   |
| TOWN OF TURTLE CREEK              | \$ | 3,457.63   |



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| TOWN OF VILLARD                | \$ | 4,905.50   |
| TOWN OF WARD                   | \$ | 9,039.58   |
| TOWN OF WEST UNION             | \$ | 2,605.51   |
| TOWN OF WYKEHAM                | \$ | 11,183.03  |
| 15 PAYMENTS LESS THAN 2000     | \$ | 9,416.09   |
| ASSOC OF MN COUNTIES           | \$ | 15,913.00  |
| CARD SERVICES COBORNS          | \$ | 2,683.50   |
| CENTERPOINT ENERGY             | \$ | 2,172.87   |
| CENTERPOINT ENERGY             | \$ | 4,113.27   |
| CENTRA CARE                    | \$ | 10,983.33  |
| COUNTIES PROVIDING TECHNOLOGY  | \$ | 6,600.00   |
| FLEET SERVICES/WEX BANK        | \$ | 8,033.45   |
| JIM'S RED WING MOBILE SHOES    | \$ | 2,075.00   |
| LONG PRAIRIE OIL COMPANY       | \$ | 7,948.61   |
| MADDEN GALANTER HANSEN, LLP    | \$ | 4,217.38   |
| MASWCD                         | \$ | 5,029.37   |
| MCIT                           | \$ | 352,333.00 |
| MINNESOTA POWER & LIGHT        | \$ | 16,808.20  |
| MN STATE SHERIFFS ASSOC        | \$ | 6,578.99   |
| NAPA CENTRAL MN                | \$ | 2,029.89   |
| PETERS LAW OFFICE, P.A.        | \$ | 5,760.00   |
| STEP                           | \$ | 10,108.50  |
| 53 PAYMENTS LESS THAN 2000     | \$ | 15,171.68  |
| ASSOC OF MN COUNTIES           | \$ | 4,430.00   |
| BHH PARTNERS                   | \$ | 2,130.53   |
| CENTERPOINT ENERGY             | \$ | 7,135.68   |
| CITY OF LONG PRAIRIE           | \$ | 8,092.00   |
| EBSO INC                       | \$ | 251,685.47 |
| FERGUSON BROTHERS INC          | \$ | 103,384.51 |
| GALLAGHER BENEFIT SERVICES INC | \$ | 2,000.00   |
| M & I LOCKBOX MCCC             | \$ | 11,615.00  |
| 25 PAYMENTS LESS THAN 2000     | \$ | 11,559.41  |
| CITY OF BROWERVILLE            | \$ | 2,442.00   |
| CITY OF EAGLE BEND             | \$ | 11,907.13  |
| CITY OF GREY EAGLE             | \$ | 4,419.68   |
| CITY OF STAPLES                | \$ | 6,866.30   |
| MN DEPT OF FINANCE             | \$ | 4,673.23   |
| SCHOOL DISTRICT 2170           | \$ | 17,523.60  |
| SCHOOL DISTRICT 2753           | \$ | 14,344.45  |
| SCHOOL DISTRICT 486            | \$ | 3,586.15   |
| SCHOOL DISTRICT 786            | \$ | 8,326.57   |
| SCHOOL DISTRICT 787            | \$ | 9,232.21   |
| TOWN OF EAGLE VALLEY           | \$ | 4,592.53   |
| TOWN OF FAWN LAKE              | \$ | 3,498.56   |
| TOWN OF MORAN                  | \$ | 3,253.64   |
| 8 PAYMENTS LESS THAN 2000      | \$ | 5,276.41   |



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|--------------------------------|----|--------------|
| ASSOC OF MN COUNTIES           | \$ | 2,080.00     |
| LONG PRAIRIE OIL COMPANY       | \$ | 21,945.98    |
| MCCC, MI33                     | \$ | 17,120.00    |
| MORRISON COUNTY                | \$ | 20,693.44    |
| STREAMWORKS                    | \$ | 6,200.00     |
| WEST CENTRAL TECH SERVICE AREA | \$ | 5,256.72     |
| ZIEGLER INC                    | \$ | 164,700.00   |
| 34 PAYMENTS LESS THAN 2000     | \$ | 13,490.55    |
| MN DEPT OF REVENUE             | \$ | 6,133.92     |
| MN DEPT OF REVENUE             | \$ | 79,548.14    |
| MN DEPT OF REVENUE             | \$ | 14,925.60    |
| US BANK                        | \$ | 6,804.53     |
| MN DEPT OF REVENUE             | \$ | 2,468.00     |
| 5 PAYMENTS LESS THAN 2000      | \$ | 2,088.27     |
| Total:                         | \$ | 2,477,004.04 |

## COMMISSIONER WARRANTS

| VENDOR NAME                |    | AMOUNT    |
|----------------------------|----|-----------|
| COMPASS MINERALS AMERICA   | \$ | 22,084.56 |
| DLT SOLUTIONS INC          | \$ | 2,372.77  |
| GILSON COMPANY             | \$ | 2,145.00  |
| INTRAYDYN                  | \$ | 2,080.00  |
| LONG PRAIRIE LEADER        | \$ | 4,009.09  |
| NUSS TRUCK & EQUIP         | \$ | 3,449.41  |
| ROYAL TIRE                 | \$ | 6,001.39  |
| STAPLES WORLD              | \$ | 5,647.35  |
| VIKING GARAGE DOOR CO      | \$ | 2,565.28  |
| WIDSETH SMITH NOLTING INC  | \$ | 5,742.00  |
| 55 PAYMENTS LESS THAN 2000 | \$ | 15,777.71 |
| Total:                     | \$ | 71,874.56 |

## HEALTH & HUMAN SERVICES WARRANTS

| VENDOR NAME                                 |    | AMOUNT    |
|---|----|-----------|
| BRENNY FUNERAL CHAPEL - STAPLES             | \$ | 3,500.00  |
| CREMATION SOCIETY OF MN - BROOKLYN PARK, MN | \$ | 2,395.00  |
| DHS - SWIFT                                 | \$ | 2,404.92  |
| V#16199-COST EFF HEALTH INSURANCE           | \$ | 2,155.78  |
| RURAL MN CEP INC                            | \$ | 10,922.82 |
| SCHULLER FAMILY FUNERAL HOMES - WADENA      | \$ | 3,500.00  |
| 128 PAYMENTS LESS THAN 2000                 | \$ | 48,929.19 |
| Total:                                      | \$ | 73,807.71 |

| VENDOR NAME                 |    | AMOUNT   |
|-----------------------------|----|----------|
| # 16413                     | \$ | 2,394.13 |
| # 16831                     | \$ | 3,113.99 |
| EMERGENCE BEHAVIORAL HEALTH | \$ | 2,000.00 |



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| NORTH HOMES CHILDREN & FAMILY SRVS | \$ | 2,730.96  |
| NORTHERN PINES MENTAL HLTH CTR INC | \$ | 2,500.00  |
| # 16668                            | \$ | 4,312.72  |
| PSJ ACQUISITION LLC                | \$ | 6,783.90  |
| STEP                               | \$ | 4,038.88  |
| # 16491                            | \$ | 2,300.20  |
| PAYMENTS LESS THAN 2000            | \$ | 18,727.51 |
| <hr/>                              |    |           |
| Total:                             | \$ | 48,902.29 |

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

Witness my hand and seal:

Rodney Erickson, County Board Chairperson

Denise Gaida, Todd County Auditor-Treasurer