



WHERE THE FOREST MEETS THE PRAIRIE

**Todd County**

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
April 5<sup>th</sup>, 2022*

**Public Comment**

Brit Brouillard, Attorney representing Mr. Douglas Lien presented background for the County Board's consideration regarding correspondence delivered to the board requesting the rehearing of the Lakeside Acres First Addition Preliminary Plat and conditions made a part of.

**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 5<sup>th</sup> day of April, 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 with the addition of item 14.2 - April 19<sup>th</sup> Worksession with State Representatives.

**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 March 15<sup>th</sup>, 2022 as presented.

**GAMBLING PERMIT – HOLY FAMILY SCHOOL**

**WHEREAS**, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Holy Family School through this resolution;

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a Gambling Permit for the Holy Family School to hold a raffle event at the Diamond Point Steakhouse & Lounge in Birchdale Township at the address 12867 Bayview Drive, Sauk Centre, MN on August 12<sup>th</sup>, 2022.

To approve the resignation of Keyandra Harren, Support Enforcement Aide effective April 13, 2022.

**Auditor-Treasurer**

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous rollcall vote: To approve the March 2022 Auditor Warrants number (ACH) 902211 through 902264 in the amount of \$491,713.92, (Manual) 699 through 704 in the amount of \$51,461.39 and (Regular) 239090 through 239229 in the amount of \$474,037.17 for a total of \$1,017,212.48.

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) 401810 through 401848 in the amount of \$59,954.11 and (Regular) 55739 through 55785 in the amount of \$58,724.67 for a total of \$118,678.78.

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) 802587 through 802600 and (Regular) 708847 through 708890 for a total amount of \$21,776.26.



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On motion by Becker 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) 600594 through 600598 and (Regular) 516770 through 516788 for a total amount of \$101,940.40.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To authorize the County Auditor/Treasurer to recruit a Part-Time Deputy Auditor-Treasurer.

#### **Todd County Ag Society**

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the Todd County Ag Society to install two permanent ceiling fans in the north barn at the Farigrounds for the hogs and also add a light on the south end of the building with Legacy grant funds and Ag Society funds with no direct cost to Todd County.

General discussion was held regarding concerns on the grandstand fencing, concrete barriers, and the east expo building garage door. The timing of grant funding opportunities and approval processes was reviewed.

#### **Hands of Hope Resource Center**

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

#### **April 2022 Sexual Assault Awareness Month Proclamation**

**WHEREAS**, April is Sexual Assault Awareness Month – a time to draw attention to the prevalence of sexual assault and educate individuals and communities about how to prevent it, and;

**WHEREAS**, sexual harassment, abuse, and assault happen in all communities – and that includes online spaces. We are spending more and more of our lives online – whether that’s for work, school, or entertainment. Unfortunately, with this increase in virtual connection comes an increase in online abuse and harassment. Consent and boundaries can be violated online in a number of ways, and the trauma of online abuse is all too real for many survivors, and;

**WHEREAS**, this year’s campaign, “Building Safe Online Spaces Together”, encourages us to build online communities free from sexual harassment, abuse, and assault by practicing digital consent, intervening when we see harmful behaviors, and promoting online communities that value inclusion, safety, and respect, and;

**NOW, THEREFORE BE IT RESOLVED**, that each of us has the power to make this happen.

Together, we can make a difference by building inclusive, safe, and respectful communities that thrive online and offline, and;

**BE IT FURTHER RESOLVED**, that the Todd County Board of Commissioners does hereby proclaim April 2022 as Sexual Assault Awareness Month and encourages advocates and communities across Todd County to take action in preventing online abuse. Together, we can build safe online spaces now and into the future.

#### **County Assessor**

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the abatement request on parcel 03-0082800 for property classification change from short-term rental to seasonal recreational on tax payable year 2022.



**Public Works**

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

**2022 Master Bridge Priority Replacement List Revision**

**WHEREAS**, Todd County has determined that the attached list of bridges 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, and;

**WHEREAS**, the City of Browerville has requested by resolution that Todd County add a hydraulically deficient structure over Harris Creek located on Creamery Street to the 2022 Todd County Master Bridge Priority Replacement List.

**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 Kircher and second by Becker, the following resolution was introduced and adopted by unanimous vote:

**FOR GRANT AGREEMENT TO STATE TRANSPORTATION FUND (LOCAL BRIDGE REPLACEMENT PROGRAM) – GRANT TERMS AND CONDITIONS FOR SAP 077-621-021**

**WHEREAS**, Todd County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge #77J95, and;

**WHEREAS**, the Commissioner of Transportation has given notice that funding for this project is available, and;

**WHEREAS**, the amount of the grant has been determined to be \$281,482.50 by reason of the lowest responsible bid.

**NOW, THEREFORE BE IT RESOLVED**, be it resolved that Todd County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required. The Todd County Board Chairperson and Todd County Auditor/Treasurer are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

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

**AWARD OF CONSTRUCTION CONTRACT FOR 2022 GRAVEL SURFACING PROJECTS**

**WHEREAS**, sealed bids were received on March 22<sup>nd</sup>, 2022 by the Todd County Public Works Director for CP 22:58, CP 22:65 and CP 22:99, said projects for gravel surfacing located on various County Roads in Todd County, and;



WHERE THE FOREST MEETS THE PRAIRIE

# Todd County

• MINNESOTA • EST. 1855 •

**WHEREAS**, the following sealed bids were received:

Sanders Construction, Inc.	Randall, Minnesota	\$245,756.00
Central Specialties, Inc.	Alexandria, Minnesota	\$286,890.50
D.L.L. Excavating, Inc.	Little Falls, Minnesota	\$302,410.00
William D. Scepaniak	Holdingsford, Minnesota	\$370,322.50

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction projects to Sanders Construction, Inc. of Randall, Minnesota based on their low bid of \$245,756.00.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the amended purchase agreement for a new Western Star 4700 Series Truck Chassis from Boyer Motor to now be a new 47X Series Truck for an additional \$15,496.82 due to production of the initial truck series being replaced with a new line of trucks.

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

**AWARD OF CONSTRUCTION CONTRACT FOR 2022 PAVEMENT MARKING PROJECT**

**WHEREAS**, sealed bids were received on March 29<sup>th</sup>, 2022 by the Todd County Public Works Director for CP 77-22-03, said project for pavement markings located on various highways in Todd County, and; **WHEREAS**, the following sealed bids were received:

Traffic Marking Service, Inc.	Maple Lake, Minnesota	\$104,871.33
Sir Lines-A-Lot, LLC	Edina, Minnesota	\$105,646.12

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction projects to Traffic Marking Service, Inc. of Maple Lake, Minnesota based on their low bid of \$104,871.33.

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

**AWARD OF CONSTRUCTION CONTRACT FOR 2022 DUST CONTROL PROJECT**

**WHEREAS**, sealed bids were received on March 28<sup>th</sup>, 2022 by the Todd County Public Works Director for CP 77-22-08, said project for dust control located on various highways in Todd County, and; **WHEREAS**, the following sealed bids were received:

Knife River Corporation	Sauk Rapids, Minnesota	\$127,545.42
EnviroTech Services	Greeley, Colorado	\$141,370.64

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction projects to Knife River Corporation of Sauk Rapids, Minnesota based on their low bid of \$127,545.42.

**Todd County Commissioner District Redistricting – Public Hearing**

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To acknowledge that a public hearing was held and that the County Auditor/Treasurer may proceed with preparation of the final resolution of Proposal A which reaffirms the existing Todd County Commissioner District’s composition with no changes.



WHERE THE FOREST MEETS THE PRAIRIE

# Todd County

• MINNESOTA • EST. 1855 •

## **Planning & Zoning**

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the promotion of Jamie Christenson to Land Use Planner as a Grade 11.

On motion by Becker and second by Neumann, the following motion was introduced and failed by majority rollcall vote with Becker and Neumann for and Erickson, Kircher and Kneisl against: To deny the request to rehear the Board Action 20220215-26 of Lakeside Acres First Addition Preliminary Plat.

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by majority rollcall vote with Erickson, Kircher and Kneisl for and Becker and Neumann against: To approve to rehear the Board Action 20220215-26 of the Lakeside Acres First Addition Preliminary Plat during the April 19<sup>th</sup>, 2022 Regular Board Meeting.

Notice of this rehearing will be provided to the developer and the township jurisdiction.

## **County Sheriff**

On motion by Neumann and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the 2021 Federal Boating Supplemental Equipment Grant in the amount of \$26,590.

## **Health & Human Services**

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To authorize the hiring of one social worker to provide Children's Mental Health-Targeted Case Management.

## **Administration**

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To authorize the adoption of the Courthouse Unit Collective Bargaining Agreement for 2022-2024.

An informational item was presented acknowledging that a Work Session with State Representatives has been scheduled for April 19, 2022 with the topics of legislative priorities and discussion on increased property values in Todd County and across the State.

## **Closed Session**

Chair Erickson closed the session at 10:05 a.m. pursuant to MN Statute §13D.05 Subd. 3(a) for the purpose of evaluating the performance of an individual subject to the Board's authority.

Department Heads meeting with the County Board include:

Loren Fellbaum, County Engineer

Jackie Och, Health & Human Services Director

Adam Ossefoort, PZ/SWCD Division Director

Mitch Johnson, Facilities Supervisor

Chris Odden, Assessor

Pete Berscheit, Veterans Services Officer

Chris McConn, Solid Waste Director

Chair Erickson reopened the session at 1:02 p.m. and informed that all department head reviews were found satisfactory.

## **County Auditor-Treasurer's Report**

The County Auditor-Treasurer reported that the Tax Forfeited Land Auction is Friday, April 8, 2022.



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• MINNESOTA • EST. 1855 •

**County Commissioner's Report**

The Commissioners reported on meetings and events attended.

**County Coordinator's Report**

Coordinator Pelzer reported that the ARP-SLFRF funding has new information released under the Final Rule for study.

**Recess**

Chair Erickson recessed the meeting until April 19, 2022.

**AUDITOR WARRANTS**

<b>VENDOR NAME</b>	<b>AMOUNT</b>
MN DEPT OF REVENUE	\$ 37,946.13
MN DEPT OF REVENUE	\$ 2,925.58
US BANK	\$ 7,638.24
3 PAYMENTS LESS THAN 2000	\$ 2,951.44
CLIFTON LARSONALLEN, LLP	\$ 12,285.00
COUNTIES PROVIDING TECHNOLOGY	\$ 5,475.00
HEALTH PARTNERS DENTAL	\$ 5,777.56
LONG PRAIRIE LEADER	\$ 4,899.44
LONG PRAIRIE OIL COMPANY	\$ 24,717.60
MORRISON COUNTY	\$ 19,618.94
NEGOV	\$ 4,374.28
PETERS LAW OFFICE, P.A	\$ 5,140.00
PRAIRIE LAKES MUNICIPAL SOLID WASTE	\$ 84,388.00
SHIRLEY'S GAS & GROCERIES INC	\$ 2,797.05
THOMSON REUTERS - WEST	\$ 3,911.50
TODD CO AUD-TREAS	\$ 5,120.50
VERIZON	\$ 4,880.15
VOYANT COMMUNICATIONS, LLC	\$ 3,491.37
WIDSETH SMITH NOLTING INC	\$ 4,875.50
WONDERLICH/SCOTT A	\$ 3,640.00
35 PAYMENTS LESS THAN 2000	\$ 12,798.66
BARNHART/ANDREW W	\$ 2,380.00
CARD SERVICES COBORNS	\$ 2,655.82
CENTRA CARE	\$ 10,983.33
COUNTRYSIDE RESTAURANT	\$ 4,686.00
FLEET SERVICES/WEX BANK	\$ 8,002.97
GALLAGHER BENEFIT SERVICES INC	\$ 2,000.00
MCIT	\$ 2,500.00
MINNESOTA POWER & LIGHT	\$ 5,409.33
MISSISSIPPI HEADWATERS BOARD	\$ 7,700.00
MN DEPT OF FINANCE	\$ 6,310.50
MORRIS ELECTRONICS	\$ 3,037.50
RUSS BASSETT CORP	\$ 78,946.65



WHERE THE FOREST MEETS THE PRAIRIE

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• MINNESOTA • EST. 1855 •

STAPLES ADVANTAGE	\$	3,082.99
TODD CO AUDITOR-TREASURER	\$	83,115.06
WADENA COUNTY SOLID WASTE	\$	9,716.39
47 PAYMENTS LESS THAN 2000	\$	18,846.37
CENTERPOINT ENERGY	\$	2,165.21
CLARISSA BALLROOM	\$	2,752.45
METRO SALES INC	\$	3,432.77
MINNESOTA POWER & LIGHT	\$	17,430.44
MN COUNTY ATTORNEY'S ASSOC	\$	3,951.00
NYHUS CHEVROLET BUICK INC	\$	18,277.18
Otter Tail Co. Dept of Solid Waste	\$	33,604.16
WADENA COUNTY SOLID WASTE	\$	7,745.20
38 PAYMENTS LESS THAN 2000	\$	16,348.94
CENTERPOINT ENERGY	\$	7,436.99
CLEAN EARTH GEOTHERMAL	\$	27,834.00
EBSO INC	\$	253,439.35
GRANITE ELECTRONICS INC	\$	6,994.50
GREAT RIVER REGIONAL LIBRARY	\$	83,843.00
LONG PRAIRIE OIL COMPANY	\$	9,900.86
29 PAYMENTS LESS THAN 2000	\$	13,031.58
<b>Total:</b>	<b>\$</b>	<b>1,017,212.48</b>

## COMMISSIONER WARRANTS

VENDOR NAME		AMOUNT
COMPASS MINERALS AMERICA	\$	17,530.66
EAGLE BEND WELDING	\$	4,938.80
HENNEN FLOOR COVERING	\$	3,032.75
KRIS ENGINEERING	\$	2,931.96
LITTLE FALLS MACHINE INC	\$	2,890.84
LONG PRAIRIE LEADER	\$	3,141.01
MELROSE ONE STOP	\$	2,226.11
NORTHERN STAR COOP	\$	3,454.71
NORTHSTAR PLUMBING, HEATING AND AIR	\$	3,189.74
NUSS TRUCK & EQUIP	\$	5,148.44
POWERPLAN BF	\$	5,248.74
TRUENORTH STEEL	\$	34,706.08
ZIEGLER INC	\$	3,830.88
73 PAYMENTS LESS THAN 2000	\$	26,408.06
<b>Total:</b>	<b>\$</b>	<b>118,678.78</b>

## HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME		AMOUNT
BENSON FUNERAL HOME - ST. CLOUD	\$	3,500.00
TODD COUNTY SHERIFF	\$	4,218.82
56 PAYMENTS LESS THAN 2000	\$	14,057.44
<b>Total:</b>	<b>\$</b>	<b>21,776.26</b>



WHERE THE FOREST MEETS THE PRAIRIE

# Todd County

• MINNESOTA • EST. 1855 •

VENDOR NAME	AMOUNT
AKSAMIT TRANSPORTATION INC	\$ 7,262.68
DHS - MSOP - MN SEX OFFENDER PROGRAM	\$ 12,213.00
DHS - ST PETER RTC - 472	\$ 5,304.10
HOLISTIC FAMILY EDUCATION SRVS	\$ 3,513.14
MLPS FORENSIC PSYCHOLOGICAL SRVS LLC	\$ 4,275.00
NORTHWOOD CHILDRENS SRVS	\$ 12,074.35
VILLAGE RANCH INC	\$ 29,110.25
WEST CENTRAL REG JUVENILE CTR	\$ 18,468.00
PAYMENTS LESS THAN 2000	\$ 9,719.88
Total:	\$ 101,940.40

On a motion by Neumann and second by Kneisl, the preceding minutes of the County Board meeting held April 5<sup>th</sup>, 2022 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on April 19<sup>th</sup>, 2021.

Witness my hand and seal:

Rodney Erickson, County Board Chairperson

Denise Gaida, Todd County Auditor-Treasurer