



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 19th, 2022*

Call to Order

The Todd County Board of Commissioners met in the Todd County Expo Building in the City of Long Prairie, MN on the 19th 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 Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented with the removal of item 4.5 Appoint Part-time Intermittent Home Health Aide/Homemaker (Trista Metcalf) and removal of item 8.5 Lakeside Acres First Addition Preliminary Plat Rehearing.

Consent Agenda

On motion by Neumann and second by Kneisl, the following motions were introduced and adopted by unanimous vote:

To approve the Todd County Board of Commissioner's Meeting Minutes for April 5th, 2022 as presented.

To approve hiring Travis Moller to fill one of the vacant Public Works Summer Help positions for FY 2022.

To approve hiring Jaden Evenson to fill one of the vacant Public Works Summer Help positions for FY 2022.

To approve the hiring of Suzanne Bertrand as Planning and Zoning Specialist.

To approve the resignation of Heidi Schultz, Assistant County Attorney effective April 6, 2022.

Auditor-Treasurer

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) 401849 through 401869 in the amount of \$22,685.39 and (Regular) 55786 through 55821 in the amount of \$58,502.96 for a total of \$81,188.35.

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) 802601 through 802685 and (Regular) 708891 through 708987 for a total amount of \$147,150.21.

On motion by Kneisl 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) 600599 through 600611 and (Regular) 516789 through 516814 for a total amount of \$97,541.08.

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

**RESOLUTION FOR ADOPTION OF THE 2022 TODD COUNTY COMMISSIONER
DISTRICTS**

WHEREAS, Minnesota Statutes Chapter 375 establishes the procedure and requires a process for redistricting County Commissioner districts based on populations figures from the Federal Census, and;



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WHEREAS, Minnesota Statute section 204B.135, subd. 2 requires that County Commissioner Districts be redistricted within 80 days of when the legislature has been redistricted or at least 15 weeks before the state primary election, whichever comes first, and;

WHEREAS, pursuant to these statutes the 2020 Federal Census population figures shall be used to redistrict the Todd County Commissioner Districts by April 26, 2022, and that Commissioner Districts shall be bounded by town, municipal, ward, city district, or precinct lines, and;

WHEREAS, the Todd County Board of Commissioners has considered the possibility or potential for maximizing minority representation on the board of commissioners, and;

WHEREAS, Todd County published a three week notice in the newspaper having the contract for publishing the commissioner’s proceedings for the county for 2022, and;

WHEREAS, Todd County conducted a public hearing on redistricting on April 5th, 2022, and;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby redistricts the County of Todd, following town, municipal, ward, city district, or precinct lines as reestablished by March 29th, 2022, and reestablishes the length of terms as follows:

District 1 4-year term 2024 Election	Bartlett Township, Fawn Lake Township, Moran Township, Staples City, Staples Township, Villard Township
District 2 4-year term 2022 Election	Bertha City, Bertha Township, Burleene Township, Clarissa City, Eagle Bend City, Eagle Valley Township, Germania Township, Hewitt City, Iona Township, Stowe Prairie Township, Wykeham Township
District 3 4-year term 2024 Election	Long Prairie City, Long Prairie Township, Reynolds Township
District 4 4-year term 2022 Election	Browerville City, Bruce Township, Burnhamville Township, Burtrum City, Grey Eagle City, Grey Eagle Township, Hartford Township, Little Elk Township, Swanville City, Turtle Creek Township, Ward Township
District 5 4-year term 2024 Election	Birchdale Township, Gordon Township, Kandota Township, Leslie Township, Little Sauk Township, Osakis City, Round Prairie Township, West Union City, West Union Township

BE IT FURTHER RESOLVED, that the County Board is directed to file the redistricting plan with the County Auditor by April 26th, 2022, to be effective on May 27th, 2022, for the 2022 primary and general election and publish in the county’s official legal publication by May 3rd, 2022.

BE IT FINALLY RESOLVED, that the districts are, for illustrative purposes, identified in a map of the county attached hereto and marked Exhibit A which by reference is hereby made a part hereof.

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

RESOLUTION FOR A PRIVATE ADJACENT OWNER SALE

WHEREAS: To sell parcel 35-0011800 located at 603 E 3rd Ave, Hewitt MN to adjacent owner Jeffrey Wuirre (as per M.S. 282.01, subd. 7a). Sales price will be \$1,000.00 plus fees.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners do hereby approve said land auction to commence at 10:00 a.m. on the 18th day of May, 2022.

BE IT FURTHER RESOLVED, that the terms of sale are as follows:

All property is sold for cash or check only, no payment plans will be offered and full payment is due on the



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date of sale.

A charge of \$25.00 will be made for each State Deed issued.

A charge of \$46.00 will be made to record the State Deed.

State Deed Tax on the amount of purchase will be collected. (0.0033 x purchase price of more than 3k or minimum of \$1.65)

A \$50.00 fee for well certificate, if applicable, will be collected.

A Tax Forfeiture Administration fee of \$250.00 will be collected.

A 3% Assurance Fund charge will be made (as per M. S. 284.28, Subd. 8).

That the building must be taken down in 2 years

BE IT FURTHER RESOLVED, that Tax-Forfeited Parcels will be offered for sale subject to liens, existing roads, easements and leases, if any, and any special assessments canceled at forfeiture may be reassessed by the municipalities after the sale.

BE IT FURTHER RESOLVED, that all Tax-Forfeited Parcels are sold as is.

BE IT FURTHER RESOLVED, that the right is reserved by Todd County, in the interest of the public, to cancel this sale at any time prior to its sale.

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

**RESOLUTION FOR A CLOSED PRIVATE TAX-FORFEIT LAND AUCTION OF 2
TAX-FORFEITED PARCELS IN TODD COUNTY**

WHEREAS: Private Tax-Forfeited Land Auction. (as per M.S. 282.01, subd. 7a.) Two Tax-Forfeited parcels in the City of Long Prairie will be offered only to 3 bidders that were present at the auction on April 8th, 2022.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners do hereby approve said land auction to commence at 10:00 a.m. on the 18th day of May, 2022. The Todd County Auditor/Treasurer is hereby directed to notify the 3 bidders via phone and mail.

BE IT FURTHER RESOLVED, that the terms of sale are as follows:

All property is sold for cash or check only, no payment plans will be offered and full payment is due on the date of sale.

A charge of \$25.00 will be made for each State Deed issued.

A charge of \$46.00 will be made to record the State Deed.

State Deed Tax on the amount of purchase will be collected. (0.0033 x purchase price of more than 3k or minimum of \$1.65)

A \$50.00 fee for well certificate, if applicable, will be collected.

A Tax Forfeiture Administration fee of \$250.00 will be collected.

A 3% Assurance Fund charge will be made (as per M. S. 284.28, Subd. 8).

BE IT FURTHER RESOLVED, that Tax-Forfeited Parcels will be offered for sale subject to liens, existing roads, easements and leases, if any, and any special assessments canceled at forfeiture may be reassessed by the municipalities after the sale.

BE IT FURTHER RESOLVED, that all Tax-Forfeited Parcels are sold as is.

BE IT FURTHER RESOLVED, that the right is reserved by Todd County, in the interest of the public, to cancel this sale at any time prior to its sale.

Hands of Hope Resource Center

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

NATIONAL CRIME VICTIMS' RIGHTS WEEK



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- WHEREAS:** The engaged people of Todd County can offer compassion, support, understanding, and ultimately hope to crime victims and survivors; and
- WHEREAS:** Victims deserve access to the justice, assistance, and support they need to rebuild their lives; and
- WHEREAS:** Every interaction between victims and survivors and those involved in their cases is an opportunity to build trust in systems and services and advance procedural justice; and
- WHEREAS:** The rights of crime victims are best protected when all participants in the criminal justice process-not only victims-are appropriately educated about victims' rights; and
- WHEREAS:** Advocacy by and for victims of crime is itself a form of seeking justice, no less than justice sought in the courts; and
- WHEREAS:** Hands of Hope Resource Center is hereby dedicated to supporting victims and survivors in the aftermath of crime, building trust among our clients; collaborating with other service providers, and engaging our community in response efforts.

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners do hereby proclaim the week of April 24 – 30, 2022 as

National Crime Victims' Rights Week

reaffirming Todd County's commitment to creating a victim service and criminal justice response that assists all victims of crime during National Crime Victims' Rights Week and throughout the year; and expressing our sincere gratitude and appreciation for those community members, victim service providers, and criminal justice professionals who are committed to improving our response to all victims of crime so that they may find relevant assistance, support, justice, and peace.



40th Anniversary of National Crime Victims' Rights Week April 24 – 30, 2022

County Ditch/Ag Inspector

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: Acting as Ditch Authority, acknowledge receipt of a Hold Harmless Agreement petition from Chad Bosl, to clean part of County Ditch 33 on parcel 20-0035700, Reynolds Twp section 32.

Planning & Zoning

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

Final Plat Approval – “Luna Sioux Hideaway”

WHEREAS, Applicants and property owners Leon & Michelle Middendorf have applied to subdivide a property that is described as Part of Lot 2, Block 1 of Lakeside Acres, Section 33 in Leslie Township with the plat to be known as ‘Luna Sioux Hideaway’,

WHEREAS, Luna Sioux Hideaway consists of 1 lot; Lot 1, 88,210± Square Feet; located in Shoreland-GD zoning (Lake Osakis) in Leslie Township,

WHEREAS, On December 2nd, 2021, the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance:

SECT-33 TWP-129 RANG-35

Part of Lot 2, Block 1, Lakeside Acres



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WHEREAS, On December 21st, 2021, the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Luna Sioux Hideaway preliminary plat with conditions,

1. New accesses to the property must be approved by the Township.
2. Developer and future property owners must obtain appropriate permitting when necessary from other governmental agencies including but not limited to the Minnesota Pollution Control Agency and Sauk River Watershed District.

WHEREAS, the Planning & Zoning Department has completed the necessary final plat review and find that all items required for final plat approval have been completed.

NOW, THEREFORE BE IT RESOLVED, the final plat of “Luna Sioux Hideaway” be approved as presented.

Commissioner Neumann requested that township approval for plats be provided prior to presenting to the County Board for adoption in accordance to our Subdivision Ordinance.

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

**Final Plat Approval –
“Lakeside Acres Second Addition”**

WHEREAS, Applicant and property owner Doug Lien applied to subdivide a property that is described as Lot 1, Block 1, Lakeside Acres in Section 33 of Leslie Township with the plat to be known as ‘Lakeside Acres Second Addition’,

WHEREAS, Lakeside Acres Second Addition consists of 3 lot; Lot 1, 2.01± Acres; Lot 2, 2.31 Acres±; and Lot 3, 2.31 Acres; located in Shoreland- GD zoning (Lake Osakis) in Leslie Township,

WHEREAS, On February 3rd, 2022, the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance: LOT-1 BLK-1

LAKESIDE ACRES (33-129-35)

WHEREAS, On February 15th, 2022, the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Lakeside Acres Second Addition preliminary plat with 2 conditions,

1. All accesses must be approved by Leslie Township and shall only be connected to Fern Drive
2. Developer & future property owners must obtain appropriate permitting when necessary from other governmental agencies including but not limited to the Minnesota Pollution Control Agency and the Sauk River Watershed District.

WHEREAS, the Planning & Zoning Department has completed the necessary final plat review and find that all items required for final plat approval have been completed.

NOW, THEREFORE BE IT RESOLVED, the final plat of “Lakeside Acres Second Addition” be approved as presented.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the Preliminary Plat application for Knaak Farm Plat 2 with two conditions as presented.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To grant the rezoning of parcel 12-0007400 from AF1 to R2 with two conditions as presented.



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Public Works

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To set a Public Hearing to consider future options for the Todd County Local Option Sales Tax to be on 06/21/2022 at 10:00 AM during the regularly scheduled Todd County Board of Commissioners Meeting.

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

AWARD OF CONSTRUCTION CONTRACT FOR 2022 HSIP PAVEMENT STRIPING PROJECT

WHEREAS, sealed bids were received on April 12th, 2022 by the Todd County Public Works Director for SP 077-070-015, said projects for pavement striping work at various locations in Todd County, and; **WHEREAS**, the following sealed bids were received:

Warning Lites of Minnesota	Minneapolis, Minnesota	\$214,055.42
Traffic Marking Services, Inc.	Maple Lake, Minnesota	\$225,149.76
Sir Lines-A-Lot	Edina, Minnesota	\$226,781.28
Century Fence Company	Forest Lake, Minnesota	\$250,927.78

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 Warning Lites of Minnesota of Minneapolis, Minnesota based on their low bid of \$214,055.42.

County Attorney

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

**AUTHORIZATION TO PURCHASE VIA QUIT CLAIM DEED
CENTRAL SPECIALTIES AND TODD COUNTY**

WHEREAS, the County of Todd, a Political Subdivision of the State of Minnesota, is the owner of the following parcel(s): A triangular parcel approximately .10 acre in size in the extreme southeast corner of NW1/4 SW1/4, Section 16, Township 130N, Range 30W, and;

WHEREAS, County Road 5 was relocated several years ago, impacting certain recorded legal descriptions for the lands owned by Todd County and by Central Specialties, respectively, in this quarter-quarter, and;

WHEREAS, there exists the aforementioned small triangular parcel, a fraction of an acre in size, that was part of the original County Road 5 Right of Way plan but has long since been abandoned, and;

WHEREAS, Central Specialties has provided Todd County \$100 in the form of a check, to acquire this parcel from Todd County via Quit Claim Deed, and;

WHEREAS, it would cost exponentially more than \$100 for Todd County to survey and then convey this abandoned small triangle using a surveyed legal description.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners does hereby accept said Quit Claim Deed from Central Specialties in the amount of \$100.00 for the herein described parcel of land.

BE IT FURTHER RESOLVED, that the Chairman of the County Board and Auditor/Treasurer be hereby authorized to sign said Quit Claim Deed from Central Specialties, for and on behalf of the County of Todd.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported State Election Conference will be attended by the office the remainder of this week.



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County Commissioner's Report

The Commissioners reported on meetings and events attended.

County Coordinator's Report

Coordinator Pelzer reported the Annual Township Officers meeting is scheduled for April 21, 2022. Assistant Attorney Lindemann read a statement of thanks from Heidi E. Schultz, Judge Elect.

Adjourn

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

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
AMAZON CAPITAL SERVICES	\$ 5,575.45
ARC ELECTRIC SERVICE	\$ 3,312.19
ATKINSON WELL AND PUMP LTD	\$ 2,128.90
KRIS ENGINEERING	\$ 24,008.70
MORRISON CO DEPT OF PUB WORKS	\$ 11,349.12
ROYAL TIRE	\$ 5,044.11
VIKING GARAGE DOOR CO	\$ 6,208.00
WIDSETH SMITH NOLTING INC	\$ 7,993.75
49 PAYMENTS LESS THAN 2000	\$ 15,568.13
Total:	\$ 81,188.35

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
# 16413	\$ 2,394.13
# 16713	\$ 2,146.44
NORTH HOMES CHILDREN & FAMILY SRVS	\$ 19,270.13
NORTHERN PINES MENTAL HLTH CTR INC	\$ 22,080.48
# 16668	\$ 4,312.72
PSJ ACQUISITION LLC	\$ 8,680.44
STEP	\$ 4,452.00
# 16930	\$ 2,146.44
# 16491	\$ 2,300.20
VILLAGE RANCH INC	\$ 7,850.13
PAYMENTS LESS THAN 2000	\$ 21,907.97
Total:	\$ 97,541.08

VENDOR NAME	AMOUNT
AMAZON CAPITAL SERVICES	\$ 2,136.92
DHS - SWIFT	\$ 24,122.99
V #16978 - COST EFF HEALTH INS	\$ 2,079.98
V #13069 - COST EFF HEALTH INS	\$ 2,182.28
OFFICE STAR PRODUCTS	\$ 2,359.93
RURAL MN CEP INC	\$ 17,258.41



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SHI CORP	\$	4,024.00
V#16621 - COST EFF HEALTH INS	\$	5,499.57
174 PAYMENTS LESS THAN 2000	\$	87,486.13
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Total:	\$	147,150.21

On a motion by Kircher and second by Kneisl, the preceding minutes of the County Board meeting held April 19th, 2022 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on May 3rd, 2022.

Witness my hand and seal:



Randy Neumann, County Board Vice-Chairperson



Denise Gaida, Todd County Auditor-Treasurer