



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Minutes of the Meeting of the Todd County Board of Commissioners held on August 2nd, 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 2nd day of August, 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 removal of item 8.1 Discussion-Todd County Historical Society Annual Appropriation.

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for July 19th, 2022 as presented.

GAMBLING PERMIT – ROTARY CLUB OF SAUK CENTRE

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Rotary Club of Sauk Centre through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Rotary Club of Sauk Centre to hold a raffle event at the Greystone Golf Club in Kandota Township at the address 10548 Andrews Drive, Sauk Centre, MN on October 25th, 2022.

To approve the resignation of Trista Metcalf, Home Health Aide effective August 9, 2022.

To appoint Faith Renteria as a part-time Deputy Auditor-Treasurer at a Grade 8, Step 1 \$23.77 per hour with a start date of August 3, 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 July 2022 Auditor Warrants number (ACH) 902470 through 902542 in the amount of \$828,797.60, (Manual) 732 through 741 in the amount of \$42,756.78 and (Regular) 239661 through 239777 in the amount of \$460,243.15 for a total of \$1,331,797.53.

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) 402034 through 402054 in the amount of \$38,127.46 and (Regular) 56069 through 56117 in the amount of \$35,491.25 for a total of \$73,618.71.

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) 803004 through 803020 and (Regular) 709346 through 709374 for a total amount of \$31,889.12.

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) 600682 through 600693 and (Regular) 516937 through 516957 for a total amount of \$110,995.35.



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Ditch/Ag Inspector

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: Acting as Ditch Authority, acknowledge receipt of a Hold Harmless Agreement petition from Dave Van Heel, to clean part of County Ditch 40 and replace private crossing between parcels 04-0023901 and 04-00232100, Bruce Twp section 23.

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

HOLD HARMLESS AGREEMENT – DITCH MAINTENANCE – COUNTY DITCH 8

WHEREAS, Aspen Plantation LLP is requesting to maintain approximately 2,835 feet of CD8 that is located on parcel 26-0027401. A Hold Harmless Agreement has been signed and submitted to the Ditch Authority, and;

WHEREAS, an onsite inspection has been done, and;

WHEREAS, Aspen Plantation LLP is allowed to maintain the drainage ditch to the original width, depth and grade. An improvement by lowering or widening the ditch bottom is not allowed. Sediment and vegetation can only be removed to the extent of the original ditch bottom elevation. Spoil must be side cast and leveled, staying within 16.5 feet of the ditch, or moved to an approved upland site.

NOW, THEREFORE BE IT RESOLVED, the Todd County Ditch Authority gives permission to Aspen Plantation LLP to maintain approximately 2,835 feet of CD8 that is located on parcel 26-0017401, Ward Twp section 28. This maintenance will be done at their own expense.

Long Prairie Hockey Association

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: Renew the LPHA Lease Agreement with the presented terms and conditions with the addition of 1) language regarding if utilities expenses exceed rent there would be recoupment provided to the county and 2) Review of this agreement shall be made annually by the county board. If LPHA is accepting of these terms, then the agreement is ratified with no further action needed by the county board.

County Recorder

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

A RESOLUTION DESIGNATING A NEW DRIVER LICENSING AGENT

WHEREAS, the MN Department of Public Safety appointed Linda Daoust to the position of DRIVER LICENSING AGENT. Linda Daoust will be leaving County employment in the fall of 2022 and therefore, is now resigning from the position of DRIVER LICENSING AGENT effective on the date that a new agent has been appointed, and;

WHEREAS, the office location was previously approved by the MN Department of Public Safety and will remain the same within the Todd County Recorder's Office located in the Historic Courthouse at 215 First Avenue South #203, Long Prairie, MN. Only the Agent will be changing at this time and;



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WHEREAS, because this office is a County-administered office, not a County licensing bureau MN Statute 7404.350 Subd. 2 B directs the County Board to designate an employee or equivalent officer of the County to be appointed by the Commissioner for the position of DRIVER LICENSING AGENT.

NOW, THEREFORE BE IT RESOLVED, with the resignation of Linda Daoust as the DRIVER LICENSING AGENT there will be a vacancy and the County wishes to continue offering the services affiliated with the Driver Licensing Agent therefore;

BE IT FURTHER RESOLVED, the County Board of Commissioners designate Kim Bosl as the new DRIVER LICENSING AGENT for Station 677 and recommend her to the MN Department of Public Safety to be approved by them to fill the position of DRIVER LICENSING AGENT for Station 677.

On motion by Kircher and second by Becker, the following motion was introduced and adopted by unanimous vote: To accept the resignation of Linda Daoust, Todd County Recorder, effective October 31, 2022.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the recruitment of a Deputy Recorder.

The County Board discussed options to fill the vacancy in the Office of County Recorder pursuant to MN Statutes 382.02 and 375.08.

County Sheriff

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

RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE COUNTY OF TODD ON BEHALF OF ITS COUNTY ATTORNEY AND SHERIFF

WHEREAS, the County of Todd on behalf of its County Attorney and Sheriff desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the County is eligible. The Joint Powers Agreements further provide the County with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the County to pay the costs for the network connection.

NOW, THEREFORE BE IT RESOLVED, by the County Board of Todd, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the County of Todd on behalf of its County Attorney and Sheriff are hereby approved.
2. That the Sheriff, Steve Och, or his or her successor, is designated the Authorized Representative for the Sheriff. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.
3. That the County Attorney, Charles Rasmussen, or his or her successor, is designated the Authorized Representative for the County Attorney. The Authorized Representative is also



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authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.

That Rod Erickson, the Chair of the County of Todd, and Denise Gaida, the County Board Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

Administration

On motion by Becker and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the rescinding of Board Action Tracking Number 20220705-04.

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To appoint Assistant County Attorney John Lindemann to fill the vacant County Attorney position for the balance of the current term, beginning August 12, 2022, end of day at 4:30 pm.

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve a leave of absence for John Lindemann, Assistant County Attorney, to fill appointed interim County Attorney position until the County Attorney is elected and seated in January, 2023.

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

Establish Salary of Appointed Interim County Attorney John Lindemann

WHEREAS, John Lindemann has been appointed Interim County Attorney due to the upcoming vacancy created by Attorney Charles Rasmussen's resignation effective August 12, 2022.

WHEREAS, salaries of non-elected and appointed officials follow the current Todd County pay scale.

WHEREAS, Todd County Personnel Policies outline the process of promotional pay, which includes a 4% increase to current wage and placement onto the next step in promotional position grade.

WHEREAS, salaries of elected officials do not follow the established current Todd County pay scale and governed by MN Statute and set by County Board.

NOW, THEREFORE BE IT RESOLVED, that John Lindemann's salary be set at \$105,000, prorated for duration of 2022 term, and beginning end of day, 4:30 pm, August 12, 2022, until a successor qualifies.

NOW, THEREFORE BE IT FURTHER RESOLVED, that upon completion of the Appointment of Interim County Attorney term, John Lindemann will be returned to the Assistant County Attorney position and pay scale in effect at that time.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported on meetings attended and stated that absentee voting remains available in the office for the upcoming State Primary election. Commissioners for the Primary Election Canvassing Board were determined.



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County Commissioner's Report

The Commissioners reported on meetings and events attended including challenges at the Prairie Lakes facility with potential implementation of costly testing requirements.

County Coordinator's Report

Coordinator Pelzer reported on meetings attended and continued preparations for assistance with the Higgins/Long Lake high-water issue.

Recess

Chairperson Erickson recessed the meeting until August 16, 2022.

AUDITOR WARRANTS

VENDOR NAME	AMOUNT
BIG SWAN LAKE IMPROVEMENT ASSOCIA	\$ 2,470.36
GREAT RIVER REGIONAL LIBRARY	\$ 83,843.00
HEALTH PARTNERS DENTAL	\$ 6,153.59
MENARDS COMM CAPITAL ONE TRADE CR	\$ 2,974.39
REGENTS OF THE UNIV OF MN	\$ 35,174.75
STANEC CONSULTING SERVICES INC	\$ 9,130.83
TODD CO AUD-TREAS	\$ 5,053.85
VERIZON	\$ 5,291.33
18 PAYMENTS LESS THAN 2000	\$ 8,281.35
ANOKA CO GOVERNMENT CENTER	\$ 8,375.00
ARNZEN CONSTRUCTION INC	\$ 3,000.00
CENTRAL SPECIALTIES INC	\$ 198,044.41
CLIFTON LARSONALLEN, LLP	\$ 6,615.00
COUNTRYSIDE RESTAURANT	\$ 6,408.00
FORUM COMM PRINTING	\$ 6,279.33
LONG PRAIRIE LEADER	\$ 4,861.06
MN DEPT OF FINANCE	\$ 7,778.50
MORRISON COUNTY	\$ 55,527.32
NORTHERN STAR COOP	\$ 3,884.45
PETERS LAW OFFICE, P.A.	\$ 5,420.00
PRAIRIE LAKES MUNICIPAL SOLID WASTE	\$ 84,388.00
SHIRLEY'S GAS & GROCERIES INC	\$ 7,312.76
TRAFFIC MARKING SERVICE INC	\$ 105,376.29
US BANK	\$ 27,915.00
VOYANT COMMUNICATIONS, LLC	\$ 3,505.67
35 PAYMENTS LESS THAN 2000	\$ 15,160.06
CENTRA CARE	\$ 10,983.33
CITY OF LONG PRAIRIE	\$ 320,589.32
COUNTIES PROVIDING TECHNOLOGY	\$ 5,475.00
DOHERTY STAFFING SOLUTIONS	\$ 3,305.82
FLEET SERVICES/WEX BANK	\$ 12,325.85
GALLAGHER BENEFIT SERVICES INC	\$ 2,000.00
HAURI/JANICE	\$ 5,797.71



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LONG PRAIRIE OIL COMPANY	\$	38,426.79
MINNESOTA POWER & LIGHT	\$	18,905.56
VOGE/CRAIG	\$	27,750.00
WIDSETH SMITH NOLTING INC	\$	4,210.18
WONDERLICH/SCOTT A	\$	4,691.25
42 PAYMENTS LESS THAN 2000	\$	13,429.04
CARD SERVICES COBORNS	\$	3,959.30
CENTERPOINT ENERGY	\$	2,320.22
DOHERTY STAFFING SOLUTIONS	\$	2,750.82
KNIFE RIVER CORP	\$	6,086.60
MINNESOTA DEPARTMENT OF HEALTH	\$	2,870.00
OSAKIS LAKE ASSOCIATION	\$	2,200.00
SCHOOL DISTRICT 213	\$	6,829.94
SCHOOL DISTRICT 2170	\$	4,421.14
SCHOOL DISTRICT 2753	\$	3,287.22
SCHOOL DISTRICT 787	\$	6,518.63
SHI CORP	\$	2,956.00
STAPLES ADVANTAGE	\$	3,433.44
TOWN OF GORDON	\$	3,754.08
TOWN OF TURTLE CREEK	\$	2,280.16
TOWN OF WARD	\$	3,679.14
TOWN OF WEST UNION	\$	2,116.50
WATERGUARDS, LLC	\$	23,718.75
ZAFFKE/RANDY	\$	6,860.00
41 PAYMENTS LESS THAN 2000	\$	22,884.66
US BANK	\$	6,706.60
MN DEPT OF REVENUE	\$	2,279.32
MN DEPT OF REVENUE	\$	7,182.00
MN DEPT OF REVENUE	\$	24,898.04
6 PAYMENTS LESS THAN 2000	\$	1,690.82
TOTAL	\$	1,331,797.53

COMMISSIONER WARRANTS

VENDOR NAME		AMOUNT
AMAZON CAPITAL SERVICES	\$	3,173.76
DELL MARKETING L.P.	\$	2,411.00
EAGLE CREEK STORAGE BUILDINGS	\$	3,670.00
JOHNSON CONTROLS	\$	25,011.05
MORRIS ELECTRONICS	\$	4,311.15
MOTOROLA	\$	4,871.25
RUFFRIDGE JOHNSON EQUIP CO	\$	2,364.20
ZIEGLER INC	\$	3,592.14
62 PAYMENTS LESS THAN 2000	\$	24,214.16
Total:	\$	73,618.71



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HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
MORRISON CO PUBLIC HEALTH SERVICES	\$ 5,056.12
PERISH/ALAN	\$ 2,805.23
TODD COUNTY ATTORNEY'S OFFICE	\$ 2,392.00
TODD COUNTY MIS DEPT	\$ 5,090.40
WILLIAM DINGMANN FAMILY FUNERAL-LONG PRAIRIE	\$ 7,000.00
41 PAYMENTS LESS THAN 2000	\$ 9,545.37
Total:	\$ 31,889.12


VENDOR NAME	AMOUNT
CARLSON/BARBARA J	\$ 5,250.00
DHS - MSOP - MN SEX OFFENDER PROGRAM	\$ 12,627.00
DHS - ST PETER RTC - 472	\$ 5,483.90
HOLISTIC FAMILY EDUCATION SRVS	\$ 7,894.23
LUTHERAN SOCIAL SERVICE OF MN - ST PAUL	\$ 2,873.50
PINEHAVEN YOUTH AND FAMILY SERVICES INC	\$ 26,400.00
VILLAGE RANCH INC	\$ 30,869.66
PAYMENTS LESS THAN 2000	\$ 19,597.06
Total:	\$ 110,995.35

On a motion by Becker and second by Kneisl, the preceding minutes of the County Board meeting held August 2nd, 2022 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on August 19th, 2022.

Witness my hand and seal:



 Rodney Erickson, County Board Chairperson



 Denise Gaida, Todd County Auditor-Treasurer