



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
December 27th, 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 27th day of December, 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 except Commissioner Becker.

Approval of Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for December 20th, 2022 as presented.

To hire Traci Becker, PT Correctional Officer, start date TBD.

Oath of Office

An Oath of Office for Todd County Sheriff-*elect* Mike Allen to begin his term of service to the citizens of Todd County beginning at 12:00 a.m, Monday, January 2, 2023.

Auditor-Treasurer

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 402304 through 402334 in the amount of \$14,452.91 and (Regular) 56591 through 56623 in the amount of \$36,659.45 for a total of \$51,112.36.

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 Commissioner Warrants number (ACH) 803557 through 803573 and (Regular) 709958 through 710005 for a total amount of \$89,655.83.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 600806 through 600815 and (Regular) 517159 through 517174 for a total amount of \$85,591.77.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the abatement to correct the classification of parcel 36-0023700.

On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the 2022 County Motor Pool Budget Carryover per the attached Budget Request Form details in the amount of \$9,000.00.

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

COMMIT FUND BALANCE FOR FUTURE RETIREES' SEVERANCE FUND



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WHEREAS, beginning in FY 2020, the Finance Committee recommended taking a proactive budget approach for future retirement severances within Fund 01-General Revenue, and;

WHEREAS, the County Board established the Committed Fund Balance for Future Retirees' Severance Fund with Resolution #20201229-08 for FYE 2020 and recommitted the updated balance with Resolution #20211228-06 with a balance of \$63,790 for FYE 2021, and;

WHEREAS, the remaining balance of this account as of December 31, 2022 is \$113,790.00. State Auditors recommendation is to approve a commitment of this fund balance on an annual basis for transparent financial reporting.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby authorize the County Auditor/Treasurer to register the Committed Fund Balance account in Fund 01-General Revenue with a balance of \$113,790.00 to track the funding plan for the Committed Fund Balance for Future Retirees' Severance Fund, effective December 31, 2022.

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

COMMIT FUND BALANCE FOR BUILDING & GROUNDS IMPROVEMENT FUND

WHEREAS, the Todd County Board of Commissioners established a building & grounds improvement fund with the objective that the funds be utilized for current and future expenses and held within the County General Fund. The building & grounds improvement funds are appropriated and utilized each calendar year;

WHEREAS, the remaining balance of this account as of December 31, 2022 is \$936,252.51. State Auditors recommendation is to approve by resolution a commitment of this fund balance on an annual basis for transparent financial reporting;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby authorize the County Auditor/Treasurer to register the Committed Fund Balance account in Fund 01-General Revenue Fund with a balance of \$936,252.51 to track the funding plan for the Committed Fund Balance of Building & Grounds Improvement Fund, effective December 31, 2022.

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

TRANSFER OF FUNDS OF ARP/SLFRF PROJECT EXPENSES

WHEREAS, Todd County has received funding via the Federal American Rescue Plan (ARP/SLFRF) Act, and;

WHEREAS, Todd County has used/expensed funds within the allotted timeframe indicated in the federal guidance terms, and;



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WHEREAS, Todd County departments incurred qualifying expenses via the Federal ARP/SLFRF Act which were not able to be expensed directly to Fund 19-ARP/SLFRF and now necessitate realignment to the County Departments that incurred the initial eligible expense.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby authorize the transfer of funds in the amount of \$130,827.59 from Fund 19-ARP/SLFRF to Fund 01-General Fund in the amount of \$107,005.01 and to Fund 11-Human Services in the amount of \$23,822.58 to realign eligible ARP-SLFRF expenses to the County Departments where the support of the positions expense occurred.

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

TRANSFER OF FUNDS – COUNTY DITCH 18 - PARTIAL REPAYMENT

WHEREAS, on December 28, 2017 the Todd County Board of Commissioners approved the advance of \$300,000.00 from the General Fund (Fund 01) to the Ditch Fund (Fund 40) per BA#20171228-06; and

WHEREAS, on September 4, 2018 the Todd County Board of Commissioners approved the special assessment payment terms, granting a 10 year repayment term with 2% interest to be credited to the General Fund (Fund 01). The first year of the special assessment collection began for taxes payable in 2019 per BA#20180904-07; and

WHEREAS, the amount collected in 2018 and 2019 for Ditch 18 Special Assessment #7189 in the principal amount of \$70,441.51 along with \$4,060.28 of interest was approved as a partial repayment of the advance via BA#20191217-09; and

WHEREAS, the amount collected in 2020 for Ditch 18 Special Assessment #7189 in the principal amount of \$33,833.84 along with \$4,606.32 of interest was approved as a partial repayment of the advance via BA#20201215-16; and

WHEREAS, the amount collected in 2021 for Ditch 18 Special Assessment #7189 in the principal amount of \$20,121.58 along with \$3,243.61 of interest was approved as a partial repayment of the advance via BA#20211221-12; and

WHEREAS, the amount collected for Ditch 18 Special Assessment #7189 in taxes payable year 2022 is \$20,436.24 of the principal balance, along with \$2,896.93 of interest and is ready for transfer as a partial repayment to the advance made by the General Fund.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby authorize the transfer of funds in the amount of \$23,333.17 from Fund 40-County Ditches/Ditch 18 to Fund 01 General Fund.

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

TRANSFER OF FUNDS – SOUTH COUNTRY HEALTH ALLIANCE FUNDS



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WHEREAS, Todd County became a member of the South Country Health Alliance on January 1, 2007, and;

WHEREAS, Todd County provided capital payments as part of our participation in this joint powers agreement, and;

WHEREAS, the Todd County Board of Commissioners resolved to withdraw from the South Country Health Alliance Joint Powers Agreement via BA#20190319-19 to be effective December 31, 2019 at 11:59 p.m., and;

WHEREAS, the third installment principal and interest payment of Todd County's capital has been received into the Human Services and Community Health Funds per audit standards.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby authorize the transfer of funds in the amount of \$368,644.08 from Fund 11-Human Services and \$289,648.92 from Fund 21-Community Health for a total of \$658,293.00 to Fund 01-General Revenue to assist with the budgetary essentials of the County.

Public Works

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To approve the attached Letter of Support for the City of Osakis' application for the DOT Active Transportation Grant.

Todd Wadena Community Corrections

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

A RESOLUTION ON PROBATION FUNDING IN MINNESOTA

Endorsing the efforts of the Community Supervision Work Group and urging the legislature to pass a new funding formula and significant appropriation during the 2023 legislative session.

WHEREAS, community supervision is a fundamental part of the criminal justice system in Minnesota and funding sufficient to ensure effective services is vital to public safety in all communities across the state; and

WHEREAS, community supervision includes services such as probation, supervised release, and intensive supervised release; and

WHEREAS, Minnesota's counties provide essential community supervision services both as mandated by M.S. Chapter 244.19 and also as delegated by the Department of Corrections under M.S. Chapter 401; and

WHEREAS, when the Legislature decided that community supervision was best delivered through a state-county partnership, it stated a clear intent that the state would provide significant funding to the counties for operation of local programs; and



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WHEREAS, over the past 20 years, Minnesota has become the state with the lowest level of corrections funding in the nation because the Legislature has not upheld its promise to provide adequate state resources to support community supervision; and

WHEREAS, the Legislature's failure to adequately fund community supervision has increased local property taxes on residents and businesses; and,

WHEREAS, a revised community supervision funding formula is necessary to ensure that all communities in Minnesota have enough state funding to provide a consistent standard for effective, evidence-based community supervision services regardless of local capacity to pay; and

WHEREAS, the Association of Minnesota Counties assembled the Community Supervision Work Group including county leaders and experts in community supervision from all three supervision delivery systems to study the needs of community supervision departments statewide and develop a single funding formula that is transparent, needs based, and equitable among county and state supervision providers; and,

WHEREAS, the Community Supervision Workgroup has taken up its charge to convene stakeholders across the three probation delivery systems to oversee a study to create a unified recommendation for an equitable and adequate funding formula and appropriation; and,

WHEREAS, the Board of Directors of the Association of Minnesota Counties that represents the diverse interests of Minnesota's 87 counties, voted to support a new funding formula that provide counties with the resources needed to keep communities safe; now, therefore,

BE IT RESOLVED, the Todd County Board of Commissioners endorses the efforts of the Community Supervision Work Group and urges the Legislature to pass a new funding formula and significant appropriation during the 2023 legislative session.

Commissioner Kircher was recognized for his service on the Todd Wadena Community Corrections Executive Committee and Advisory Board since 2009 with a plaque.

County Sheriff

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the quote from Granite Electronics to update the dispatch consoles for \$8,070.12 utilizing 911 funds.

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To approve the carry-over of the Vehicle Purchase account in the amount of \$196,000.00 due to supply chain delay in delivery.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve the carry-over of the Vehicle Equipment account in the amount of \$50,000.00.

Planning & Zoning

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

Final Plat Approval – "Henry Slabaugh Amish Cemetery"



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WHEREAS, Applicant and property owner Henry J. Slabaugh applied to subdivide a property that is described as East ½ of the Northwest ¼ in Section 30 of Long Prairie Township with the plat to be known as ‘Henry Slabaugh Amish Cemetery’,

WHEREAS, Henry Slabaugh Amish Cemetery consists of Lot 1, 2.01± Acres located in Agricultural and Forestry One Zoning District in Long Prairie Township,

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

That part of the East Half of the Northwest Quarter, Section 30, Township 128, Range 33, Todd County, Minnesota, described as follows:

Commencing at the northeast corner of said East Half of the Northwest Quarter; thence South 89 degrees 14 minutes 49 seconds West, assumed bearing, 1085.00 feet along the north line of said East Half of the Northwest Quarter; thence South 00 degrees 45 minutes 11 seconds East 388.00 feet; thence North 89 degrees 14 minutes 49 seconds East 190.00 feet to the point of beginning; thence North 00 degrees 45 minutes 11 seconds West 296.00 feet; thence North 89 degrees 14 minutes 49 seconds East 296.00 feet; thence South 00 degrees 45 minutes 11 seconds East 296.00 feet; thence South 89 degrees 14 minutes 49 seconds West 296.00 feet to the point of beginning.

Easement per doc.no. 530237:

An easement for ingress, egress, and utility purposes, over, under, and across that part of the East Half of the Northwest Quarter, Section 30, Township 128, Range 33, Todd County, Minnesota, described as follows:

Commencing at the northeast corner of said East Half of the Northwest Quarter; thence South 89 degrees 14 minutes 49 seconds West, assumed bearing, 1052.00 feet along the north line of said East Half of the Northwest Quarter to the point of beginning of said 33.00 foot wide easement to be described; thence continuing South 89 degrees 14 minutes 49 seconds West 33.00 feet along said north line of the East Half of the Northwest Quarter; thence South 00 degrees 45 minutes 11 seconds East 388.00 feet; thence North 89 degrees 14 minutes 49 seconds East 190.00 feet; thence North 00 degrees 45 minutes 11 seconds West 33.00 feet; thence South 89 degrees 14 minutes 49 seconds West 157.00 feet; thence North 00 degrees 45 minutes 11 seconds West 355.00 feet to the point of beginning. Subject to 170th Street on the north.

WHEREAS, On March 15th, 2022, the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Henry Slabaugh Amish Cemetery preliminary plat with four (4) conditions,

1. Applicant shall remain compliant with applicable local, state or federal regulations related to operation of the cemetery.
2. Declare a cemetery official and an alternate that will be responsible for following state rules and provide contact information to the County to be recorded with the final plat.
3. Maintain a list of individuals buried and exact location within the cemetery.
4. Cemetery plot must be completely fenced off with boundaries clearly identified. All burial sites must remain inside of the fenced area.

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 “Henry Slabaugh Amish Cemetery” be approved as presented.



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On motion by Kircher and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To take no action, by doing so, a \$1,000 assessment would remain in place for failure to complete the restoration order by Marvin Drayna on parcel 12-0012500.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To remove the \$1,000 assessment that was placed on parcel 09-0002900 for Gideon & Ella Swartzentruber due to the resolution of the violations.

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To take no action, by doing so, a \$3,000 assessment would remain in place for failure to complete the restoration order by Marianne Gerving on parcel 25-0046200.

On motion by Kircher and second by Neumann, the following motion was introduced and adopted by unanimous vote: To take no action, by doing so, a \$3,000 assessment would remain in place for failure to complete the restoration order by Linda Jean Hansen on parcel 08-0036300.

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To take no action, by doing so, a \$3,000 assessment would remain in place for failure to complete the restoration order by Harold G Harkcom on parcel 25-0007500.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To take no action, by doing to, a \$3,000 assessment would remain in place for failure to complete the restoration order by Jeffrey J & Kristine Kuhlmann on parcel 21-0040200.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To remove the \$3,000 assessment placed on parcel 20-0030703 for Georgann M & David W Larson for 2023 due to not being able to ascertain that proper notification to the landowner was delivered and have learned that the landowner is recently deceased.

On motion by Kneisl and second by Kircher, the following motion was introduced and adopted by unanimous vote: To take no action, by doing so, a \$3,000 assessment would remain in place for failure to complete the restoration order by William J & Marsha K Owen on parcel 22-0007001.

On motion by Kneisl and second by Neumann, the following motion was introduced and adopted by unanimous vote: To remove the \$3,000 assessment placed on parcel 19-00024700 for Timothy Wagner due to the new ownership of the parcel and progress made on cleaning up the property.

On motion by Neumann and second by Kneisl, the following motion was introduced and adopted by unanimous vote: To take no action, by doing so, a \$3,000 assessment would remain in place for failure to complete the restoration order for Timothy Forcier on parcel 15-0079700.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported on meetings attended and expressed thanks to the elected officials retiring for their service along with welcoming the newly elected officials to the county.

County Commissioner's Report

The Commissioners reported on meetings and events attended. Commissioner Kneisl expressed thanks to Todd County for support during his 16 years of service. Commissioner Kircher expressed thanks for the



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support from the county leaders and voters for the past years and encouraged support for the leaders of the county for the future.

County Coordinator's Report

The County Coordinator provided well wishes and thanks to the retiring Commissioners. Certificates for the 16 years of service to Commissioner Kircher and Commissioner Kneisl were presented. A plaque was presented to Sheriff Och for his 24 years of service to Todd County.

Adjourn

On motion by Neumann and second by Kneisl, the meeting was adjourned for December 2022.

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
AMERICAN SOLUTIONS FOR BUSINESS	\$ 5,147.89
ASSOC OF MN COUNTIES	\$ 2,100.00
CENTURYLINK	\$ 4,372.25
CHAMBERLAIN OIL COMPANY	\$ 3,887.07
COMPASS MINERALS AMERICA	\$ 6,875.75
KRIS ENGINEERING	\$ 9,446.02
NAPA CENTRAL MN	\$ 3,860.00
NUSS TRUCK & EQUIP	\$ 4,049.96
56 PAYMENTS LESS THAN 2000	\$ 11,373.42
Total:	\$ 51,112.36

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
DHS - SWIFT	\$ 22,197.67
PERISH/ALAN	\$ 2,513.61
SOURCEWELL	\$ 45,970.64
TODD COUNTY SHERIFF	\$ 2,601.38
61 PAYMENTS LESS THAN 2000	\$ 16,372.53
Total:	\$ 89,655.83

VENDOR NAME	AMOUNT
CENTRAL MN MENTAL HEALTH CTR	\$ 3,000.00
DHS - ANOKA METRO RTC - 412	\$ 5,130.00
DHS - MSOP - MN SEX OFFENDER PROGRAM	\$ 12,870.00
DHS - ST PETER RTC - 472	\$ 5,852.80
MERIDIAN SERVICES INC	\$ 2,904.72
MID MINNESOTA DRUG TESTING INC	\$ 2,173.00
NORTH HOMES CHILDREN & FAMILY SRVS	\$ 10,147.20
PINEHAVEN YOUTH AND FAMILY SRVS INC	\$ 19,218.05
PRAIRIE LAKES YOUTH PROGRAMS	\$ 10,922.51
WEST CENTRAL REG JUVENILE CTR	\$ 4,089.00
PAYMENTS LESS THAN 2000	\$ 9,284.49
Total:	\$ 85,591.77



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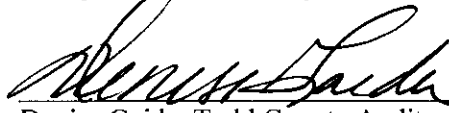
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On a motion by Erickson and second by Denny, the preceding minutes of the County Board meeting held December 27th, 2022 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on January 3rd, 2023.

Witness my hand and seal:



Randy Neumann, County Board Chairperson



Denise Gaida, Todd County Auditor-Treasurer