



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
January 3rd, 2023*

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 3rd day of January, 2023 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, including returning and newly elected.

Oath of Office

The Oath of Office was completed for County Offices with terms expiring in January 2023 for the new term of service to the citizens of Todd County as follows:

John Lindemann, Todd County Attorney

Denise Gaida, Todd County Auditor-Treasurer

Kimberly Bosl, Todd County Recorder

Tim Denny, Todd County Commissioner – District 2

Lew Noska, Todd County Commissioner – District 4

Approval of Agenda

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented.

Board Organization

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: To appoint Commissioner Neumann as the Chairperson of the Todd County Board of Commissioners for 2023 proceedings.

The following motion made by Erickson failed due to lack of a second: To appoint Commissioner Denny as the Vice-Chairperson of the Todd County Board of Commissioners for 2023 proceedings.

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To appoint Commissioner Becker as the Vice-Chairperson of the Todd County Board of Commissioners for 2023 proceedings.

Consent Agenda

On motion by Erickson and second by Denny, the following motions were introduced and adopted by unanimous vote:

To approve the Todd County Board of Commissioner's Meeting Minutes for December 27th, 2022 as presented.

To accept John Fick's resignation, PT Road Deputy, effective 12/31/2022.

To approve the resignation of eligibility worker Tracy Dullinger, effective December 27, 2022.

To approve Camryn Schaber to fill the open social worker position.

Auditor-Treasurer

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous rollcall vote: To approve the December 2022 Auditor Warrants number (ACH) 902845



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through 902908 in the amount of \$374,065.18, (Manual) 776 through 785 in the amount of \$118,904.92 and (Regular) 240307 through 240440 in the amount of \$818,735.52 for a total of \$1,311,705.62.

On motion by Noska and second by Erickson, the following resolution was introduced and adopted by unanimous vote:

A RESOLUTION DESIGNATING AN OFFICIAL NEWSPAPER FOR 2023

WHEREAS, Minnesota Statutes Chapter 375.12 requires the annual letting of bids for publication of official proceedings of the County Board and similar statutes require the publication of delinquent tax lists, County Financial Statements, and local transportation project bid advertisements, and;

WHEREAS, pursuant to advertisement bids were opened to be designated for those parties interested in being named as the official newspaper for Todd County on January 3, 2023.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners accept the bid from the Long Prairie Leader, with a bid of \$14.00 per column inch to be the Official Newspaper for the year 2023 and;

BE IT FURTHER RESOLVED, that the Todd County website (www.co.todd.mn.us) be also designated as an official publication for all statutory requirements.

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

A RESOLUTION DESIGNATING AN EXTRA PUBLICATION NEWSPAPER FOR 2023

WHEREAS, Minnesota Statutes Chapter 375.12 requires the annual letting of bids for publication of official proceedings of the County Board and similar statutes require the publication of delinquent tax lists, County Financial Statements, and local transportation project bid advertisements, and;

WHEREAS, pursuant to advertisement bids were opened to be designated for those parties interested in being named as the extra publication newspaper for Todd County on January 3, 2023.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners accept the bid from the Long Prairie Leader with a bid of \$11.25 per column inch to be the Extra Publication Newspaper for the year 2023.

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

**A RESOLUTION ESTABLISHING THE
2023 TODD COUNTY BOARD OF COMMISSIONERS BOARD PROTOCOL**

(Copy of full resolution language available in the Auditor-Treasurer's Office for public inspection.)

On motion by Erickson and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve to continue to hold the Todd County Board of Commissioner's Meetings on the first and third Tuesday of every month at 9:00 a.m. in the Todd County Historic Courthouse and Worksession designated by the Board Chairperson or three members of the County Board as deemed



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necessary. The County Board also approves that the July 4th, 2023 meeting be moved to July 5th, 2023; that the December 5th, 2023 meeting be moved to December 7th, 2023; and that the year-end board meeting be scheduled for December 26, 2023.

On motion by Erickson and second by Denny, the following resolution was introduced and adopted by unanimous vote:

**A RESOLUTION ESTABLISHING
THE COMMISSIONER'S COMMITTEE ASSIGNMENTS FOR 2023**

WHEREAS, The County Commissioners have wide ranging and diverse responsibilities, and;

WHEREAS, it is necessary for Commissioners to be assigned to Committees for the purposes of advocating for the County, and to effectively complete the work of the County.

NOW, THEREFORE BE IT RESOLVED, that the attached Committee Roster (Attachment 1) is hereby adopted as the County Commissioners' Committee Assignments for 2023 and will remain on file in the Auditor-Treasurer's Office.

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

DESIGNATION OF DEPOSITORIES, INVESTMENTS & ELECTRONIC FUNDS TRANSFERS

WHEREAS, Minnesota Statute § 118A.02, subdivision 1 (a) states "The governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions." and;

WHEREAS, in accordance with Minnesota Statute § 118A.01 through § 118A.08, the County Board of Commissioners has the official role to authorize the County Auditor/Treasurer to select depositories & make investments of funds under Minnesota Statute § 118A.01 to 118A.08 or other applicable law for and on behalf of the County of Todd and;

WHEREAS, in accordance to Minnesota Statute § 385.07, the County Board of Commissioners has the official role to authorize the County Auditor/Treasurer the use electronic funds transfers where deemed appropriate, expeditious and in the best interest of the County of Todd.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners authorize the Todd County Auditor/Treasurer to select depositories & make investments in accordance to Minnesota Statute § 118A.01 through § 118A.08 where the following financial institutions are currently in place:

- American Heritage National Bank
- CETERA Investments managed through American Heritage National Bank
- Minnesota National Bank
- US Bank
- MAGIC Fund



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BE IT FURTHER RESOLVED, that the Todd County Board of Commissioners authorize the Todd County Auditor/Treasurer the use of electronic funds transfers where deemed appropriate, expeditious and in the best interest of Todd County.

Todd Wadena Community Corrections

On motion by Erickson and second by Denny, the following resolution was introduced and adopted by unanimous vote:

RESOLUTION APPOINTING MEMBERSHIP

Todd-Wadena Community Corrections

2023

This is a resolution appointing membership to the Todd-Wadena Community Corrections Executive Committee and Advisory Board.

WHEREAS, In accordance with MN Statutes Chapter 401, in 1976 Todd and Wadena Counties entered into a joint powers agreement and established Todd-Wadena Community Corrections, and

WHEREAS, Membership of the Todd-Wadena Community Corrections Executive Committee and Advisory Board needs to be appointed by the Boards of Commissioners in Todd and Wadena Counties, and

THEREFORE, IT IS RESOLVED that the members of the Todd-Wadena Community Corrections Executive Committee are appointed as follows:

1. Barbara Becker, Todd County Commissioner
2. Lew Noska, Todd County Commissioner
3. Bill Stearns, Wadena County Commissioner
4. _____, Wadena County Commissioner
5. Kyra Ladd, Chairperson of the Community Corrections Advisory Board
6. Jane Gustafson, Vice-Chairperson of the Community Corrections Advisory Board
7. Honorable Daniel Benson, District Court Judge

BE IT FURTHER RESOLVED that the members of the Todd-Wadena Community Corrections Advisory Board are appointed as follows:

1. Lew Noska, Todd County Commissioner
2. _____, Wadena County Commissioner
3. Mike Allen, Todd County Sheriff
4. Donald Asmus, Todd County Citizen Member
5. Barbara Becker, Todd County Commissioner
6. Honorable Daniel A. Benson, District Court Judge
7. Melissa Birkholtz, Police Chief
8. Michael D. Carr, Wadena County Sheriff
9. Honorable Douglas Clark, District Court Judge
10. Johanna Diaz Torres, Ethnic/Minorities Representative
11. Alison Francis, Victims Services Representative
12. Jane Gustafson, Assistant Todd County Attorney
13. Heidi Heino, Wadena County Education Representative
14. Erica Keppers, Wadena County Public Health Director



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15. Kyra Ladd, Wadena County Attorney
16. Katherine Langer, Todd-Wadena Community Corrections Director
17. Sheldon Monson, Wadena County Citizen Member
18. Jackie Och, Todd County Health and Human Services Director
19. Chris Myhro, Senior Corrections Agent
20. Jamie Pearson, Todd County Education Representative
21. Jason Sellnow, Todd County Public Defender
22. Bill Stearns, Wadena County Commissioner
23. Josiah Tonder, Todd County Citizen Member
24. Sarah Urbach, Todd-Wadena Community Corrections Supervisor
25. Lane Waldahl, Wadena County Citizen Member
26. Malcolm Whynott, Wadena County Public Defender

Planning & Zoning

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve the recommended list of appointments to the Planning Commission and Board of Adjustment effective January 2023. List is on file in the Auditor-Treasurer's Office for public inspection.

County Sheriff

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous vote: To allow appointment of Deputy Jon Barber as Chief Deputy effective January 3, 2023.

Administration

On motion by Erickson and second by Denny, the following resolution was introduced and adopted by unanimous vote:

ADOPTION OF CHANGES TO THE TODD COUNTY PERSONNEL BOARD OF APPEALS POLICY

WHEREAS, the Todd County Board of Commissioners has recognized a need for strong, up to date policy, and;

WHEREAS, the Todd County Board of Commissioners and policies subcommittee have also had an opportunity to review the Todd County Personnel Board of Appeals Policy and find the revision 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 Board of Appeals Policy and directs the County Coordinator to begin administration of said policy as of January 3, 2023, 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 on meetings attended and that candidate filing opens today and closes on January 17th, 2023 for township offices elected in March 2023.

County Attorney's Report

The County Attorney reported on meetings attended and looking forward to steady workflow for 2023.

County Commissioner's Report

The Commissioners reported on meetings and events attended. Congratulations and welcome greetings to the new elected officials and returning elected officials for the county in 2023.

County Coordinator's Report

The County Coordinator provided well wishes to the county officials as we begin 2023.

Recess

Chairperson Neumann recessed the meeting until January 17th, 2023.

AUDITOR WARRANTS

VENDOR NAME	AMOUNT
CHARM-TEX	\$ 4,361.50
HILDI INC	\$ 6,175.00
JOHNSON CONTROLS	\$ 40,623.22
LONG PRAIRIE OIL COMPANY	\$ 17,782.75
LONG PRAIRIE SANITATION INC	\$ 6,023.19
MCTAVISH STEELWORKS LTD	\$ 4,160.00
MONSIDO, INC	\$ 3,689.00
STANEC CONSULTING SERVICES INC	\$ 37,436.78
VERIZON	\$ 5,915.37
VOYANT COMMUNICATIONS, LLC	\$ 3,524.35
WIDSETH SMITH NOLTING INC	\$ 27,925.00
37 PAYMENTS LESS THAN 2000	\$ 18,819.34
CARDMEMBER SERVICE	\$ 5,190.92
CENTRA CARE	\$ 10,983.33
COUNTIES PROVIDING TECHNOLOGY	\$ 5,475.00
COUNTRYSIDE RESTAURANT	\$ 5,208.00
HEALTH PARTNERS DENTAL	\$ 6,324.52
LONG PRAIRIE OIL COMPANY	\$ 2,343.54
MADDEN GALANTER HANSEN, LLP	\$ 3,631.64
MCIT	\$ 4,911.00
MINNESOTA POWER & LIGHT	\$ 19,751.34
MN DEPT OF FINANCE	\$ 4,601.00
MORRISON COUNTY	\$ 18,564.66
MOTOROLA	\$ 11,529.52



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NATIONSTAR MORTGAGE LLC DBA MR. COOPER	\$	81,071.74
OTTER TAIL COUNTY TREASURER	\$	29,081.00
PETERS LAW OFFICE, P.A.	\$	3,880.00
PRAIRIE LAKES MUNICIPAL SOLID WASTE	\$	84,388.00
RAINBOW RIDER	\$	13,060.21
SEACHANGE PRINT INNOVATIONS	\$	16,394.43
SHIRLEY'S GAS & GROCERIES INC	\$	6,646.31
STEP	\$	11,529.26
TODD CO AUD-TREAS	\$	6,516.85
TODD COUNTY ATTORNEY'S OFFICE	\$	3,550.20
40 PAYMENTS LESS THAN 2000	\$	19,168.59
CARD SERVICES COBORNS	\$	3,843.55
CITY OF BROWERVILLE	\$	2,425.00
CITY OF EAGLE BEND	\$	6,173.53
CITY OF GREY EAGLE	\$	28,833.61
CITY OF LONG PRAIRIE	\$	16,589.10
FAIRY LILY LONG LAKE ASSOCIATION	\$	31,471.50
FLEET SERVICES/WEX BANK	\$	7,482.28
GALLAGHER BENEFIT SERVICES INC	\$	2,000.00
HALLERMANN/EUGENE	\$	31,590.85
KREEMER/JASON	\$	3,180.30
MAY/JACOB	\$	3,000.00
MORRIS ELECTRONICS	\$	6,689.16
PRO AG FARMERS COOPERATIVE	\$	2,232.25
REGENTS OF THE UNIV OF MN	\$	31,567.76
SCHULTZE/DENNIS & LAURIE	\$	17,331.19
STAPLES ADVANTAGE	\$	3,043.49
STEP	\$	11,581.90
USPS-POC	\$	14,029.38
22 PAYMENTS LESS THAN 2000	\$	15,472.52
CDW GOVERNMENT INC	\$	4,613.04
CENTERPOINT ENERGY	\$	6,163.22
CHAMBERLAIN OIL COMPANY	\$	2,910.04
DREHER/MICHAEL	\$	14,095.46
JOHNSON CONTROLS	\$	68,374.28
LONG PRAIRIE SANITATION INC	\$	4,673.25
M-R SIGN COMPANY INC	\$	3,381.00
RAHN'S OIL & PROPANE	\$	26,957.70
RICE/JEREMIAH	\$	2,250.00
RURAL MN CEP INC	\$	6,502.38
STANEC CONSULTING SERVICES INC	\$	51,740.98
STOECKEL JAHNER INC	\$	12,980.00
TODD SOIL & WATER CONS DIST	\$	160,520.49
TWEEDALE/CRAIG & MARY LOU	\$	12,850.85
WEX BANK-SINCLAIR	\$	2,615.80



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WOHLMAN/MELVIN & PHYLLIS	\$	11,102.73
32 PAYMENTS LESS THAN 2000	\$	12,295.55
MINNESOTA DEPT OF REVENUE	\$	3,460.00
MINNESOTA DEPT OF REVENUE	\$	97,022.46
US BANK	\$	5,296.83
MINNESOTA DEPT OF REVENUE	\$	8,717.59
6 PAYMENTS LESS THAN 2000	\$	4,408.04
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TOTAL	\$	1,311,705.62

On a motion by Becker and second by Noska, the preceding minutes of the County Board meeting held January 3rd, 2023 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on January 17th, 2023.

Witness my hand and seal:



Randy Neumann, County Board Chairperson



Denise Gaida, Todd County Auditor-Treasurer