



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
February 7th, 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 7th day of February, 2023 at 9:00 AM. The meeting was called to order by Chairperson Neumann. The meeting was opened with the Pledge of Allegiance. All Commissioners were present.

Approval of Agenda

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented with the addition of 9.5 Long Prairie River Implementation MOA Amendment, moving 4.1 Meeting Minutes Approval – January 17, 2023 to now be item 12.6., addition of item 12.7 Clarification on BAF #20230117-25 and addition of item 12.8 Human Resource Manager Job Description.

Consent Agenda

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

GAMBLING PERMIT – CENTRAL MINNESOTA WHITETAILES

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Central Minnesota Whitetails through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Central Minnesota Whitetails to hold a raffle event at the Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Road, Clarissa, MN on April 1st, 2023.

GAMBLING PERMIT – SAUK CENTRE AREA CHAMBER OF COMMERCE

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

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Sauk Centre Area Chamber of Commerce to hold a bingo and raffle event at the Marthaler's Shed in Kandota Township at the address 10098 County 11, Sauk Centre, MN on April 22nd, 2023.

GAMBLING PERMIT – SAUK VALLEY GOBBLERS

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

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Sauk Valley Gobblers to hold a bingo raffle event at the Diamond Point Steakhouse in Birchdale Township at the address 12867 Bayview Dr, Sauk Centre, MN on March 25th, 2023.

To approve a one day Dance License for the American Legion #417 Oscar Jacobson Post (Little Sauk Legion) at the address of 16268 County 50 (parking lot & street area), Long Prairie, MN in Little Sauk Township effective July 8th, 2023.

To approve a one day On Sale Temporary Liquor License for the American Legion #417 Oscar Jacobson Post (Little Sauk Legion) at the address of 16268 County 50 (parking lot & street area), Long Prairie, MN in Little Sauk Township effective July 8th, 2023.

To approve a one year Club On Sale & Sunday Liquor License for the American Legion #417 Oscar Jacobson Post (Little Sauk Legion) at the address of 16268 County 50, Long Prairie, MN in Little Sauk Township effective April 1, 2023 through March 31, 2024.



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To approve a Seasonal On Sale and Sunday Liquor License for Birchwood Resort at the address of 22182 Birchwood Loop, Sauk Centre, MN in Birchdale Township effective April 15, 2023 through October 15, 2023.

To approve a Seasonal On Sale, Off Sale and Sunday Liquor License for DT Lisson Inc dba Double Eagle Golf & Grille at the address of 31886 County 3, Eagle Bend, MN in Burleene Township effective April 1st, 2023 through October 31st, 2023.

To approve a one day On Sale Temporary Liquor License for the Sauk Centre Area Chamber of Commerce at the Marthaler's Shed at the address of 10098 County 11, Sauk Centre, MN in Kandota Township effective April 22nd, 2023.

To approve Kim Decock to fill the open Behavioral Health Supervisor position.

To hire Tyler Thiel FT Deputy, 2/7/2023.

To approve the retirement of Lisa Chapin, Financial Support Services Manager, effective June 15, 2023.

To approve the retirement of Karen Larson, Lead Eligibility Worker, effective February 24, 2023.

Auditor-Treasurer

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous rollcall vote: To approve the January 2023 Auditor Warrants number (ACH) 902909 through 903012 in the amount of \$2,169,300.52, (Manual) 786 through 800 in the amount of \$71,770.69 and (Regular) 240441 through 240598 in the amount of \$558,774.56 for a total of \$2,799,845.77.

On motion by Erickson and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 402359 through 402392 in the amount of \$28,052.15 and (Regular) 56674 through 56716 in the amount of \$139,437.50 for a total of \$167,489.65.

On motion by Noska and second by Erickson, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 803660 through 803689 and (Regular) 710074 through 710139 for a total of \$58,024.57.

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 600833 through 600845 and (Regular) 517197 through 517225 for a total amount of \$97,192.58.

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

APPROVAL OF ALL COUNTY DEPARTMENTAL CHANGE & PETTY CASH FUNDS

WHEREAS, there are multiple petty cash & change funds in various departments across the county, and;

WHEREAS, State Auditing Standards & Statutes require board approval when modifications are requested and to annually confirm/reaffirm all county departmental change & petty cash funds,

NOW, THEREFORE BE IT RESOLVED, to approve the petty cash & change funds for the various departments for immediate implementation as per the attached list to be filed in the Auditor-Treasurer's Office.

Facilities Committee

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous vote: To fix the Muncher Grinder Pump for a total of \$25,408.19 to protect the sewer from non-decomposable items.



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County Assessor

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous vote: The Todd County Board hereby schedules the 2023 Todd County Board of Appeal and Equalization meeting for June 13th, 2023; commencing at 6:00pm and not ending before 7:00pm.

County Sheriff

On motion by Noska and second by Erickson, the following motion was introduced and adopted by unanimous vote: Approve the hire of two full time dispatchers.

On motion by Erickson and second by Denny, the following motion was introduced and adopted by unanimous vote: Acknowledge the donations in the amount of \$2,274 received by the Sheriff's Office in the Drone Donation Account.

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: Acknowledge the donations amount of \$420 received by the Sheriff's Office in the Canine Donation Account.

On motion by Noska and second by Erickson, the following motion was introduced and adopted by unanimous vote: Carry-over the balance of funds donated to the Todd County Sheriff's Office in the Canine Donation account totaling \$25,022.21.

Planning & Zoning

On motion by Becker and second by Erickson, the following motion was introduced and adopted by unanimous vote: Assign Commissioner Denny as a policy committee member and Commissioner Noska as the alternative to the Crow Wing River Policy Committee.

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

Resolution to Amend the Clean Water Partnership Loan Agreement

BE IT RESOLVED, by the Todd County Board of Commissioners that, as Project Sponsor and Loan Sponsor, on February 4th, 2020 the Board passed a Resolution to enter into the Minnesota Clean Water Partnership Project Implementation Loan Agreement along with the Minnesota Pollution Control Agency to conduct the Todd County Septic System Replacement Initiative project.

BE IT FURTHER RESOLVED, by the Todd County Board of Commissioners that Planning and Zoning Director, Adam Ossefoort, or designee was authorized by resolution of the Board, to serve as Project Representative and represent the County in all matters which, according to the conditions of the Minnesota Clean Water Partnership Project Implementation Loan Agreement, do not specifically require action by the Board.

BE IT FURTHER RESOLVED, by the Todd County Board of Commissioners that Planning and Zoning Director, Adam Ossefoort was authorized by resolution to execute loan disbursement requests for the above referenced project to the Minnesota Pollution Control Agency on behalf of the Board.

BE IT FURTHER RESOLVED, by the Todd County Board of Commissioners that, that Planning and Zoning Director, Adam Ossefoort, be authorized to execute the Minnesota Clean Water Partnership



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Project Implementation Loan Agreement Amendment No. 1 for the above referenced Project on behalf of the Board, as Project and Loan Sponsor. This is retroactive to and amends the previous Resolution with respect to the SRF0330 Clean Water Partnership Project Implementation Loan Agreement.

On motion by Erickson and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve the updated Professional Service Agreement with Iverson Reuvers, LLC.

On motion by Noska and second by Erickson, the following motion was introduced and adopted by unanimous vote: Approve the appointment of George Sutton to serve as the at large alternate to the Planning Commission with term expiring December 31, 2024.

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: Adoption of the amended MOA for the implementation of the Long Prairie River CWMP to include Otter Tail County.

Solid Waste

On motion by Erickson and second by Denny, the following motion was introduced and adopted by unanimous vote: to authorize the Solid Waste Director to sign Widseth's Proposal.

On motion by Erickson and second by Noska, the following motion was introduced and adopted by unanimous vote: To proceed with the process of getting bids on the Transfer Station Project with the use of alternates in the contract bid.

Health & Human Services

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Approve letter of endorsement.

Administration

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To appoint Emily Steinert to the Todd County Personnel Board of Appeals.

The County Board was informed that Todd County was identified as a Best-in-Class Employer through participation in Gallagher's 2022 U.S. Benefits Strategy & Benchmarking Survey.

On motion by Erickson and second by Becker, the following motion was introduced and adopted by unanimous vote: Allow Administration to move forward with recruiting for MIS Director, posting internal for this position.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Approve letter of support for Sytek Communications MN Border to Border grant application.

On motion by Erickson and second by Denny, the following motion was introduced and adopted by unanimous vote: Approve financial support of \$5,000 for Sytek MN Border to Border Broadband Grant, if grant is awarded.

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve the Todd County Board of Commissioner's Meeting Minutes for January 17th, 2023 as presented.



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On motion by Becker and second by Denny, the following motion was introduced and adopted by majority vote with Commissioner Erickson against: To affirm BAF #20230117-25 to accept the resignation of Human Resource Manager Sara Ogren with the clarification that the resignation effective date as March 1, 2023.

Discussion regarding the addition in the Job Description for the Human Resource Manager to state that this position reports to the County Coordinator, the County Board and/or the County Board Chairperson. Information will be prepared and presented at the February 21, 2023 Board Worksession.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported on meetings attended, planned attendance at the upcoming MACO conference and there will be a Special Election on February 14, 2023 for the Melrose School District.

County Attorney's Report

The County Attorney reported on office status and caseloads.

County Commissioner's Report

The Commissioners reported on meetings and events attended.

County Coordinator's Report

The County Coordinator reported on meetings and events attended.

Recess

Chair Neumann recessed the meeting until February 21st, 2023.

AUDITOR WARRANTS

VENDOR NAME	AMOUNT
MCIT	\$ 3,300.00
MN SHERIFF'S ASSOCIATION	\$ 3,600.00
14 PAYMENTS LESS THAN 2000	\$ 10,215.46
CITY OF LONG PRAIRIE	\$ 4,159.00
CLIFTON LARSONALLEN, LLP	\$ 11,130.00
COUNTRYSIDE RESTAURANT	\$ 3,396.00
FREEDOM MORTGAGE CORPORATION	\$ 85,572.39
LONG PRAIRIE OIL COMPANY	\$ 7,891.78
MCCC, MI33	\$ 8,100.48
MCIT	\$ 375,484.00
METRO SALES INC	\$ 4,890.81
MN DEPT OF FINANCE	\$ 5,506.50
PETERS LAW OFFICE, P.A.	\$ 3,812.50
RINGDAHL ARCHITECTS INC.	\$ 2,950.00
TODD CO AUD-TREAS	\$ 5,697.93
TODD CO HISTORICAL SOCIETY	\$ 15,000.00
TODD TRAILS ASSOCIATION	\$ 59,134.56
US BANK	\$ 367,915.00



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VERIZON	\$	5,608.38
VOYANT COMMUNICATIONS, LLC	\$	3,493.84
WONDERLICH/SCOTT A	\$	5,030.00
47 PAYMENTS LESS THAN 2000	\$	19,006.42
CITY OF BERTHA	\$	4,296.99
CITY OF BROWERVILLE	\$	4,304.69
CITY OF CLARISSA	\$	7,595.94
CITY OF EAGLE BEND	\$	9,845.92
CITY OF GREY EAGLE	\$	5,210.80
CITY OF LONG PRAIRIE	\$	21,658.51
CITY OF STAPLES	\$	23,681.22
SAUK RIVER WATER SHED DISTRICT	\$	2,391.86
SCHOOL DISTRICT 213	\$	18,666.82
SCHOOL DISTRICT 2170	\$	52,829.15
SCHOOL DISTRICT 2753	\$	51,629.98
SCHOOL DISTRICT 486	\$	17,535.41
SCHOOL DISTRICT 743	\$	29,011.13
SCHOOL DISTRICT 786	\$	31,398.96
SCHOOL DISTRICT 787	\$	34,289.94
SCHOOL DISTRICT 787- DEBT DIST 87	\$	5,379.33
SCHOOL DISTRICT 818	\$	3,388.98
TOWN OF BARTLETT	\$	5,304.87
TOWN OF BERTHA	\$	5,386.40
TOWN OF BIRCHDALE	\$	2,636.66
TOWN OF BRUCE	\$	9,100.35
TOWN OF BURLEENE	\$	2,852.49
TOWN OF BURNHAMVILLE	\$	7,528.94
TOWN OF EAGLE VALLEY	\$	9,242.65
TOWN OF FAWN LAKE	\$	3,477.88
TOWN OF GERMANIA	\$	5,133.81
TOWN OF GORDON	\$	5,826.30
TOWN OF GREY EAGLE	\$	5,935.91
TOWN OF HARTFORD	\$	6,306.10
TOWN OF IONA	\$	9,072.46
TOWN OF KANDOTA	\$	2,610.05
TOWN OF LESLIE	\$	3,784.16
TOWN OF LITTLE SAUK	\$	4,779.79
TOWN OF LONG PRAIRIE	\$	2,139.47
TOWN OF MORAN	\$	4,879.62
TOWN OF ROUND PRAIRIE	\$	3,766.42
TOWN OF STAPLES	\$	5,729.82
TOWN OF STOWE PRAIRIE	\$	7,020.98
TOWN OF VILLARD	\$	7,237.86
TOWN OF WARD	\$	7,317.11
TOWN OF WEST UNION	\$	3,255.61
TOWN OF WYKEHAM	\$	5,729.62



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15 PAYMENTS LESS THAN 2000	\$	13,489.69
CENTERPOINT ENERGY	\$	3,002.30
CENTERPOINT ENERGY	\$	6,684.16
CENTRA CARE	\$	10,983.33
CITY OF BROWERVILLE	\$	3,295.00
COUNTIES PROVIDING TECHNOLOGY	\$	6,754.00
EBSO INC	\$	273,604.19
FLEET SERVICES/WEX BANK	\$	6,531.70
GRANITE ELECTRONICS INC	\$	38,325.00
GREAT RIVER REGIONAL LIBRARY	\$	89,536.75
HARRIS/CHRISTINE	\$	21,600.00
HEALTH PARTNERS DENTAL	\$	7,107.45
LONG PRAIRIE OIL COMPANY	\$	30,311.73
MASWCD	\$	6,268.52
MCCC, MI33	\$	18,552.63
MINNESOTA POWER & LIGHT	\$	22,447.15
MINNESOTA UI	\$	5,173.00
MN STATE SHERIFFS ASSOC	\$	6,710.56
MORRISON COUNTY	\$	12,421.50
PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH	\$	86,883.00
SHIRLEY'S GAS & GROCERIES INC	\$	5,376.21
STEP	\$	8,923.33
TRIMIN SYSTEMS INC	\$	15,418.50
43 PAYMENTS LESS THAN 2000	\$	15,482.95
ASSOC OF MN COUNTIES	\$	2,104.00
CENTERPOINT ENERGY	\$	10,001.34
GALLAGHER BENEFIT SERVICES INC	\$	2,000.00
L&K RENTALS LLC	\$	2,600.00
M & I LOCKBOX MCCC	\$	13,450.00
MCIT	\$	2,500.00
MN COUNTY ATTORNEY'S ASSOC	\$	4,257.00
OFFICE OF MNIT SERVICES	\$	2,164.65
STAPLES ADVANTAGE	\$	2,472.81
24 PAYMENTS LESS THAN 2000	\$	12,119.45
EBSO INC	\$	268,293.48
HEALTH PARTNERS DENTAL	\$	7,251.01
INITIATIVE FOUNDATION	\$	8,000.00
LONG PRAIRIE SANITATION INC	\$	4,673.25
RINGDAHL ARCHITECTS INC.	\$	3,945.00
STANEC CONSULTING SERVICES INC	\$	49,950.00
THOMSON REUTERS - WEST	\$	3,911.50
WEST CENTRAL TECH SERVICE AREA	\$	8,516.44
ZIEGLER INC	\$	129,937.00
17 PAYMENTS LESS THAN 2000	\$	4,979.49
MINNESOTA DEPT OF REVENUE	\$	43,907.33
MINNESOTA DEPT OF REVENUE	\$	11,268.70



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US BANK	\$	8,143.53
MINNESOTA DEPT OF REVENUE	\$	3,150.11
11 PAYMENTS LESS THAN 2000	\$	5,301.02
TOTAL:	\$	2,799,845.77

COMMISSIONER WARRANTS

VENDOR NAME		AMOUNT
AMAZON CAPITAL SERVICES	\$	2,727.07
COMPASS MINERALS AMERICA	\$	88,519.39
FARM-RITE EQUIPMENT, INC	\$	2,045.12
INFORMATION SYSTEM CORP	\$	17,001.00
LENNES BROS ELECTRIC INC	\$	2,622.81
LITTLE FALLS MACHINE INC	\$	2,781.58
NORTHERN STAR COOP	\$	4,310.77
NOW MICRO INC	\$	7,861.96
SHI CORP	\$	10,063.00
VIKING GARAGE DOOR CO	\$	2,478.76
67 PAYMENTS LESS THAN 2000	\$	27,078.19
Total:	\$	167,489.65

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME		AMOUNT
CENTRAL MN COUNCIL ON AGING	\$	2,534.00
DHS - SWIFT	\$	16,371.06
LIND FAMILY FUNERAL HOME - ALEXANDRIA	\$	3,500.00
MORRISON CO PUBLIC HEALTH SERV	\$	2,648.00
PERISH/ALAN	\$	2,205.04
91 PAYMENTS LESS THAN 2000	\$	30,766.47
Total:	\$	58,024.57

VENDOR NAME		AMOUNT
CRICKETS TIRE AND AUTO	\$	2,243.36
DHS - MSOP - MN SEX OFFENDER PROGRAM	\$	6,649.50
DHS - ST PETER RTC - 472	\$	5,654.40
HOLISTIC FAMILY EDUCATION SRVS	\$	3,665.88
NORTH HOMES CHILDRES & FAMILY SRVS	\$	10,485.44
NORTHERN PINES MENTAL HLTH CTR INC	\$	4,218.11
NORTHWOOD CHILDRENS SERVICES	\$	4,288.60
PINEHAVEN YOUTH AND FAMILY SRVS INC	\$	9,766.55
PRAIRIE LAKES YOUTH PROGRAMS	\$	14,654.85
VALLEY LAKE BOYS HOME INC	\$	12,710.00
WEST CENTRAL REG JUVENILE CTR	\$	4,123.00
PAYMENTS LESS THAN 2000	\$	18,732.89
Total:	\$	97,192.58



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On a motion by Becker and second by Noska, the preceding minutes of the County Board meeting held February 7th, 2023 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on February 21st, 2023.

Witness my hand and seal:



Randy Neumann, County Board Chairperson



Denise Gaida, Todd County Auditor-Treasurer

