



WHERE THE FOREST MEETS THE PRAIRIE

# Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
March 21<sup>st</sup>, 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 21<sup>st</sup> day of March, 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 with Commissioner Erickson absent.

**Approval of Agenda**

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented with the addition of item 4.6 Shadys Midway Inc – One Year Liquor License.

**Consent Agenda**

On motion by Noska 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 March 7<sup>th</sup>, 2023 as presented.

**GAMBLING PERMIT – SOCIETY OF SAINT PIUS X**

**WHEREAS**, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Society of Saint Pius X; Long Prairie, MN Inc through this resolution; **NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a Gambling Permit for the Society of Saint Pius X; Long Prairie, MN Inc to hold a raffle event at the St John Vianney Chapel and Academy in Round Prairie Township at the address 18910 Ellipse Loop, Long Prairie, MN on August 13<sup>th</sup>, 2023.

**GAMBLING PERMIT – STRUTTIN BLACKBEARDS - NWTF**

**WHEREAS**, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Struttin Blackbeards - NWTF through this resolution; **NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a Gambling Permit for the Struttin Blackbeards - NWTF to hold a raffle and bingo event at the Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Road, Clarissa, MN on May 13<sup>th</sup>, 2023.

To approve Kellie Bitz to fill an open Eligibility Worker position. Grade 6, Step 1 at \$21.68. Start Date: March 23, 2023.

To approve Julie Lambrecht to fill the open Financial Support Services Supervisor position. Grade 11, Step 1 at \$29.02. Start Date: March 27, 2023.

To approve a one year Off Sale, On Sale & Sunday Liquor License for the Shadys Midway Inc at the address of 17908 US 71, Long Prairie, MN in Round Prairie Township effective April 1, 2023 through March 31, 2024.

**Auditor-Treasurer**

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 402446 through 402469 in the amount of \$8,664.26 and (Regular) 56804 through 56847 in the amount of \$73,436.12 for a total of \$82,100.38.



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On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 803800 through 803883 and (Regular) 7110274 through 710345 for a total of \$106,827.95.

On motion by Denny 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) 600869 through 600888 and (Regular) 517267 through 517296 for a total amount of \$92,911.75.

On motion by Becker and second by Noska, 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;

**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 \$22,293.83 from Fund 19-ARP/SLFRF to Fund 01-General Fund in the amount of \$17,237.23 and to Fund 11-Human Services in the amount of \$5,056.60 to realign eligible ARP-SLFRF expenses to the County Departments where the support of the positions expense occurred.

### **Public Works**

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

### **AWARD OF CONSTRUCTION CONTRACT FOR 2023 GRAVEL SURFACING PROJECTS**

**WHEREAS**, sealed bids were received on March 14<sup>th</sup>, 2023 by the Todd County Public Works Director for CP 23:60, CP 23:87, CP 23:95 and CP 23:97, said projects for gravel surfacing located on various County Roads in Todd County, and;

**WHEREAS**, the following sealed bids were received:

Sanders Construction, Inc.	Randall, Minnesota	\$338,800.00
Central Specialties, Inc.	Alexandria, Minnesota	\$394,720.00
Braaten Aggregate, Inc.	Bertha, Minnesota	\$405,162.00

**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 Sanders Construction, Inc. of Randall, Minnesota based on their low bid of \$338,800.00.

### **Planning & Zoning**



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On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Adopting the findings of the Planning Commission and approve the Preliminary Plat for Eastwood Shores First Addition with the following conditions: 1. Establishment of a drainage easement for protection of the wetland area on lots 1 and 2. Drainage easement shall include the wetland area and a 25' buffer around all sides. 2. All driveway accesses must be approved by the Township. 3. Applicant must abide by all other applicable federal, state, and local standards.

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: Adopting the findings of the Planning Commission and grant the rezone of parcel 22-0010000 from Commercial to Residential-2 with the following conditions: 1. There will be from time to time, sights, sounds and smells associated with the operation of farming. Land owner shall abide by Section 9.11E of the Todd County Planning and Zoning Ordinance. 2. All driveway locations must be approved by the Township. 3. Applicant must abide by all applicable federal, state, and local standards.

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: Adopt the findings of the Planning Commission and approve the Preliminary Plat for the Clarissa Amish Cemetery with the following 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. 5. All future driveway accesses must be approved by the Township.

### **Health & Human Services**

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Approve the listed members serving on the Todd County Public Health Advisory Committee as follows: The committee members include: Barb Becker, County Commissioner-District 1; Randy Neumann, County Commissioner-District 5; Jackie Och, Todd County Health & Human Services Director; Rona Bless, Faith Community Nurse; Cindy Denning, Staples/Motley ISD 2170; Bernice Desotell, Community Member; Dr Alex Harsha, Medical Consultant; Megan Kruse, TWCC; Tanja Levin, Long Prairie/Grey Eagle ISD 2753; Jason Polovick, CTCCC; Amber Rasinski, Community Member; Randi Valencia, Community Member/Hispanic Laision; Lisa Warner, CentraCare Health Long Prairie.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Approve notification to the Minnesota Department of Commerce, Todd County's intent to administer and deliver the Energy Assistance Program for FFY 2024.

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: Approve the rescinding of Board Action Tracking Number 20230307-15.

### **Administration**

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: Approve the final amount of ARP funds previously authorized via BA #20210921-19 for Solid Waste staffing costs at \$73,871.50, and allow remaining funds of \$55,328.50 to be available for other proposed projects brought forward to the Board of Commissioners.



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### Closed Session

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To enter into closed session pursuant to Minnesota Statute §13D.05 Subd 3(b) at 9:34 a.m.

On motion by Denny and second by Becker, the meeting was reopened at 9:47 a.m.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve the hire of Kaylene Madsen as Human Resource Manager, at Grade 14 Step 3 of the salary grid.

### County Auditor-Treasurer's Report

The County Auditor-Treasurer reported on the upcoming events including the annual audit via CLA is happening this week.

### County Attorney's Report

The County Attorney reminded persons that there is a free legal clinic in the law library on the 4<sup>th</sup> Monday of every month from 1-3pm; contact St. Cloud Legal Aid office or County Attorney office to get connected with this service.

### County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Noska had meetings with Ag society for upcoming events and TWCC updates. Commissioner Becker reported on Dept Head, Soil & Water, TWCC, Personnel, Feedlot meeting, Broadband Coalition meeting, Long Prairie Watershed meeting, and Finance Committee.

Commissioner Denny had Hilltop Kitchen meeting, Hands of Hope meeting, Ag society, and the Broadband Coalition meeting.

Commissioner Neumann will provide full report at the April 4<sup>th</sup> board meeting. Attended 2<sup>nd</sup> amendment rally meeting in Osakis regarding proposed legislation.

### County Coordinator's Report

The County Coordinator reported on many of the meetings already discussed and recruitment trends.

### Adjourn

On motion by Becker and second by Denny, the meeting was adjourned for the month of March 2023.

#### COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
ANDERSON INDUSTRIAL SCALES INC	\$ 2,450.00
ARC ELECTRIC SERVICE	\$ 8,892.54
COMPASS MINERALS AMERICA	\$ 27,647.54
HILLYARD	\$ 2,267.10
JOSH'S AUTOBODY AND TOWING	\$ 3,390.11
LONG PRAIRIE LEADER	\$ 2,333.25
MORRIS ELECTRONICS	\$ 10,056.80
WHITMORE SALES INC	\$ 2,327.40
60 PAYMENTS LESS THAN 2000	\$ 22,735.64
Total:	\$ 82,100.38



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## HEALTH & HUMAN SERVICES WARRANTS

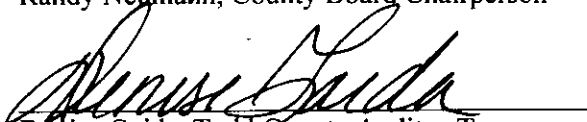
VENDOR NAME	AMOUNT
BRENNY FUNERAL CHAPEL - STAPLES	\$ 3,500.00
DHS - SWIFT	\$ 2,036.97
COST EFF HEALTH INS - V #4106	\$ 2,352.02
KARVONEN FUNERAL HOME - WADENA	\$ 3,500.00
COST EFF HEALTH INS - V #16675	\$ 2,919.58
RURAL MN CEP INC	\$ 15,085.17
SHI CORP	\$ 3,201.67
USPS - POC	\$ 4,809.00
148 PAYMENTS LESS THAN 2000	\$ 69,423.54
Total:	\$ 106,827.95

VENDOR NAME	AMOUNT
# 17141	\$ 3,016.44
PINEHAVEN YOUTH AND FAMILY SRVS INC	\$ 8,718.82
PRAIRIE LAKES YOUTH PROGRAMS	\$ 19,756.80
# 17183	\$ 2,166.92
STEP	\$ 4,924.40
VALLEY LAKE BOYS HOME INC	\$ 19,750.00
VILLAGE RANCH INC	\$ 3,452.75
WEST CENTRAL REG JUVENILE CTR	\$ 4,686.00
PAYMENTS LESS THAN 2000	\$ 26,439.62
Total:	\$ 92,911.75

On a motion by Erickson and second by Noska, the preceding minutes of the County Board meeting held March 21<sup>st</sup>, 2023 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on April 4<sup>th</sup>, 2023.

Witness my hand and seal:

  
Randy Neumann, County Board Chairperson

  
Denise Gaida, Todd County Auditor-Treasurer