



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
May 2nd, 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 2nd day of May, 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 attending remotely via interactive technology due to health reasons.

Approval of Agenda

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the agenda as presented with the addition of 4.12 Appoint Eligibility Worker – Andrew LaPlant, 4.13 Appoint Eligibility Worker – Heather Ito and 9.4 2023 Federal Safety Grant.

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for April 18th, 2023 as presented.

GAMBLING PERMIT – BIG LAKE SPORTSMANS CLUB

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Big Lake Sportsmans Club through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Big Lake Sportsmans Club to hold a raffle event at the Big Lake Sportsmans Clubhouse in Turtle Creek Township at the address 31974 County 16, Cushing, MN on August 12th, 2023.

GAMBLING PERMIT – EAGLE BEND AREA COMMUNITY DEVELOPMENT CORPORATION

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Eagle Bend Area Community Development Corporation through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Eagle Bend Area Community Development Corporation to hold a bingo event at the Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Road, Clarissa, MN on September 24th, 2023.

GAMBLING PERMIT – HOLY FAMILY SCHOOL

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Holy Family School through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Holy Family School to hold a raffle event at the Diamond Point Steakhouse & Lounge in Birchdale Township at the address 12867 Bayview Drive, Sauk Centre, MN on August 11th, 2023.

Approve hire of Danielle Johnson as Human Resource Manager, at Grade 14 Step 1 of the salary grid, start date of May 2, 2023.

To approve Matthew Doubek to fill the open Eligibility Worker position. Grade 6, Step 2 at 22.33. Start date: TBD

To hire Eric Dahl, Seasonal Recreational Assistant at a pay rate of \$19.57 per hour.

To hire Chad Hanvy, Seasonal Recreational Assistant at a pay rate of \$19.57 per hour.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

To hire Nathan Benning, Seasonal Recreational Assistant at a pay rate of \$19.57 per hour.
To hire Parker Duncan, Seasonal Recreational Assistant at a pay rate of \$19.57 per hour.
To approve the hiring of Jake Zellgert as a Part time Truck Driver for the Solid Waste department at Grade 6, Step 2 \$22.33/hr with a start date pending.
To approve Andrew LaPlant to fill an open Eligibility Worker position. Grade 6, Step 3 at \$23.01. Start date: TBD
To approve Heather Ito to fill an open Eligibility Worker position. Grade 6, Step 1 at \$21.68. Start date: TBD

Auditor-Treasurer

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the April 2023 Auditor Warrants number (ACH) 903133 through 903185 in the amount of \$297,977.21, (Manual) 820 through 830 in the amount of \$52,859.20 and (Regular) 240842 through 240959 in the amount of \$264,265.63 for a total of \$615,102.04.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 402522 through 402547 in the amount of \$21,790.49 and (Regular) 56910 through 56955 in the amount of \$57,535.50 for a total of \$79,325.99.

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 Commissioner Warrants number (ACH) 803991 through 804015 and (Regular) 710462 through 710506 for a total of \$50,813.25.

On motion by Noska 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) 600909 through 600917 and (Regular) 517334 through 517349 for a total amount of \$91,178.87.

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

2023 MEMORIAL DAY APPROPRIATIONS

WHEREAS, Todd County has budgeted in 2023 for an appropriation to support the expenses for conducting Memorial Day Services and aid in the observance of Memorial Day by organizations within Todd County defined by Minnesota Statutes 375.34 and 375.35;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the 2023 payment of \$200 to the Evergreen Cemetery Association of Long Prairie for the care of County lots in said Evergreen Cemetery, and;

BE IT FURTHER RESOLVED, to approve the payment of \$50 to each regular organization of Veterans of Foreign Wars, American Legion Posts and Auxiliaries in Todd County to support the payment of expenses in connection with the proper observance of Memorial Day Services conducted within Todd County and the amount to be paid by warrant to each organization provided that in cases where any of the above mentioned do not have an organization, the amount will be paid to the organization conducting the Memorial Day Service per the attached list.

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



2023 SENIOR CITIZEN CENTER APPROPRIATIONS

WHEREAS, Todd County has budgeted for 2023 an appropriation of \$200 per Senior Citizen Center in Todd County;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby approve the 2023 payment of \$200 for each Senior Citizen Center located in Todd County per the attached list.

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

**APPROVAL OF THE TRAILS ASSISTANCE PROGRAM FUNDING
FOR FISCAL YEARS 2024 THROUGH 2028**

WHEREAS, the Todd Area Trails Association provides snowmobile trails to meet the Todd County Area's winter recreational needs, and;

WHEREAS, the State of Minnesota offers funding of such trails through its Trails Assistance Program, and;

WHEREAS, Todd County has acted as the legal sponsor and is willing to continue to act as the legal sponsor for any future applications for the DNR Snowmobile Trails Assistance program, and;

WHEREAS, Todd County has entered into an agreement and is willing to continue entering into an agreement with the State of Minnesota for the specific grant programs made available, and;

WHEREAS, Todd County has and is willing continue to comply with all applicable laws and regulations as stated in all agreements presented to date, and;

WHEREAS, the Todd County Auditor/Treasurer has and is willing continue to act as a fiscal agent on behalf of Todd County.

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners, Long Prairie, Minnesota do hereby approve the application and proposal of the Todd Area Trails Association for a Five (5) year period, fiscal years 2024 through 2028, and authorizes the County Board Chairperson and/or the County Auditor-Treasurer to sign all necessary forms and agreements to participate in this program.

U.S. Fish and Wildlife Service

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

**CERTIFICATION OF CONSERVATION EASEMENTS FOR LAND WITHIN TODD COUNTY
BY THE UNITED STATES DEPARTMENT OF INTERIOR, FISH & WILDLIFE SERVICE**

WHEREAS, the United States Department of the Interior, Fish and Wildlife Service has secured conservation easements with landowners within Todd County, and;



WHEREAS, the Todd County Board of Commissioners must provide their certification of these lands prior to the acquisition of lands by the U.S. Fish and Wildlife Service.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby provide their certification for the acquisition of the following lands listed here and further depicted in the attached correspondence from the U.S. Fish and Wildlife Service:

1. Daniel and Dorte Hagen: Habitat Easement, Section 32 of Gordon Township, easement consisting of approximately 80 acres
2. Richard Loxtercamp and Mary Pohlman: Habitat Easement, Section 31 of Gordon Township, easement consisting of approximately 30 acres
3. Richard Loxtercamp and Mary Pohlman: Wetland Easement, Section 31 of Gordon Township, protecting 2 wetland basins consisting of 5.05 wetland acres

County Assessor

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To accept the FY2022 Audit Report as presented by CliftonLarsonAllen.

Ditch/Ag Inspector

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous rollcall vote: Acting as Ditch Authority, set May 22, 2023 as the date for a landowner Informational Meeting with a start time of 6:30 pm, to be held at the County Board Room.

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: Acting as Ditch Authority, approve CDI starting process on CD40 Minor Maintenance Request. An inspection report will be brought to a future Work session.

County Sheriff

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: Approve Out of State Travel Request for Sarah Booker.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous rollcall vote: Approving the 2023 State Boat and Water Safety Grant in the amount of \$7,266.00.

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To accept the quote from Granite Electronics for the microwave link in the amount of \$50,975.85

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: Approve the 2023 Federal Patrol Grant in the amount of \$3,500.00.



Solid Waste

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous rollcall vote: Authorize staff to sign the permit application for submittal by Stantec to the MPCA.

Administration

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: Reappoint Loren Fellbaum as County Engineer for a four year term, beginning May 2, 2023.

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

INACTIVATE ADDENDUM TO TODD COUNTY PERSONNEL POLICY

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

WHEREAS, the Todd County Board of Commissioners adopted a temporary addendum to 7.05 Sick Leave of the Personnel Policy on March 17, 2020, in response to the COVID-19 outbreak, and;

WHEREAS, the temporary addendum to the policy would be inactivated by the Board of Commissioners or Coordinator at the appropriate time, and;

WHEREAS, the declaration of the Public Health Emergency is set to expire on May 11, 2023

WHEREAS, the Todd County Board of Commissioners have had an opportunity to review the policy revisions put forth and find the implementation to be in the best interest of the sound administration of the County, and;

NOW, THEREFORE BE IT RESOLVED, the Todd County Board of Commissioners adopts the attached changes to the Todd County Personnel Policy and directs the County Coordinator to begin administration of said policy as of May 11, 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 that the Sauk River Watershed Manager position closes for applicants on May 10th and that 1st half Real Estate taxes are due on May 15th.

County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Noska attended the Ward Township solar informational meeting, Tri-Cap annual banquet, and the HRA board meeting.

Commissioner Denny attended the MN Rural Caucus meeting.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Commissioner Becker attended the Ward Township solar informational, Friendly Rider meeting, West Central Juvenile Center meeting, Mississippi Watershed meeting, Personnel, Regional EMS, and Public Health meetings.

Commissioner Neumann attended the CPT meeting and extended a thank you to Ken Hayes for assisting in retrieving the Battle Point Park fishing pier floating freely in Lake Osakis back to its anchored location.

County Coordinator's Report

The County Coordinator reported on a Sourcewell board retreat, several interviews happening, personnel meetings, broadband coalition workgroup, and keeping up with legislative updates.

Recess

Chairperson Neumann recessed the meeting until May 16th, 2023.

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
ARNZEN CONSTRUCTION INC	\$ 3,844.64
ATLAS TOYOTA-LIFT OF MINNESOTA	\$ 2,570.71
BRAATEN AGGREGATE INC	\$ 5,662.32
CENTRAL STATES WIRE PROD INC	\$ 4,444.25
COMPASS MINERALS AMERICA	\$ 4,425.87
EMERGENCY AUTOMOTIVE TECH	\$ 9,635.97
KRIS ENGINEERING	\$ 4,053.82
LONG PRAIRIE LEADER	\$ 7,846.00
MN DEPT OF TRANSPORTATION	\$ 4,434.15
NORTHERN STAR COOP	\$ 3,735.09
SIGN SOLUTIONS USA	\$ 4,085.59
61 PAYMENTS LESS THAN 2000	\$ 24,587.58
Total:	\$ 79,325.99

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
DHS - SWIFT	\$ 26,179.02
MORRISON CO PUBLIC HEALTH SERV	\$ 2,963.00
PERISH/ALAN	\$ 3,118.22
67 PAYMENTS LESS THAN 2000	\$ 18,553.01
Total:	\$ 50,813.25

VENDOR NAME AMOUNT

VENDOR NAME	AMOUNT
BENSON PSYCHOLOGICAL SRVS PC	\$ 5,000.00
DHS - MSOP - MN SEX OFFENDER PROGRAM	\$ 6,649.50
DHS - ST PETER RTC - 472	\$ 6,150.40
GERARD TREATMENT PROGRAMS	\$ 5,859.93
MERIDIAN SERVICES INC	\$ 2,447.15
MID MINNESOTA DRUG TESTING INC	\$ 2,793.00
NORTH HOMES CHILDREN & FAMILY SRVS	\$ 20,970.88
PINEHAVEN YOUTH AND FAMILY SRVS INC	\$ 10,488.29
PRAIRIE LAKES YOUTH PROGRAMS	\$ 21,704.00
PAYMENTS LESS THAN 2000	\$ 9,115.72
Total:	\$ 91,178.87



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

On a motion by Denny and second by Becker, the preceding minutes of the County Board meeting held May 2nd, 2023 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on May 16th, 2023.

Witness my hand and seal:

Randy Neumann, County Board Chairperson

Denise Gaida, Todd County Auditor-Treasurer

