



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 16th, 2023*

Public Comment

Stan Mensen addressed the County Board with concerns regarding the Little Sauk Legion's request to combine the properties owned by the legion to simplify to be on one property tax statement instead of four property tax statements and the proposed process of how to accomplish this.

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 16th 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 except Commissioner Erickson and Commissioner Noska absent.

Approval of Agenda

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To adopt the agenda as presented with the addition of 4.6 Resignation – Eligibility Worker Kellie Bits & 5.5 2023 Building Improvements for Solid Waste and removal of 9.1 of Long Prairie Shop (Office Area) Roof Replacement.

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for May 2nd, 2023 as presented.

To approve the resignation of Health Services Manager, Michael Steinbeisser, effective June 2nd, 2023.

To approve the resignation of Jacob Fasching as FT Road Deputy effective 5/18/2023.

To approve the hire of Amy Middendorf as Deputy Recorder, Grade 6, Step 2 at \$22.33, start date TBD.

To approve the hiring of Laura Panuska for the PZ Summer Intern with a start date of 5/22/2023.

To approve the resignation of eligibility worker Kellie Bitz, May 26, 2023.

Auditor-Treasurer

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 402548 through 402584 in the amount of \$33,491.59 and (Regular) 56956 through 57003 in the amount of \$58,255.16 for a total of \$91,746.75.

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 Commissioner Warrants number (ACH) 804016 through 804096 and (Regular) 710507 through 710581 for a total of \$101,391.85.

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) 600918 through 600933 and (Regular) 517350 through 517368 for a total amount of \$71,938.92.



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On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To reappoint Paul Hartmann to the Sauk River Watershed District Board of Managers for the 3-year term set to begin on July 1, 2023.

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the bid from Lightway Construction in the amount of \$13,541.85 for building improvements at the Solid Waste department.

Todd Wadena Community Corrections

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

**RESOLUTION APPOINTING THE HONORABLE DOUGLAS CLARK
TO THE
TODD-WADENA COMMUNITY CORRECTIONS EXECUTIVE COMMITTEE
2023**

This is a resolution appointing the Honorable Douglas Clark to the Todd-Wadena Community Corrections Executive Committee.

WHEREAS, On January 3, 2023, the Boards of Commissioners in Todd and Wadena Counties appointed membership to the Executive Committee, and

WHEREAS, The District Court Judge position on the Executive Committee is currently open following the resignation of the Honorable Daniel Benson from the Executive Committee in May, 2023, and

WHEREAS, The Honorable Douglas Clark, Judge of District Court, Wadena County, MN, has agreed to fill the vacant position, and

THEREFORE, IT IS RESOLVED that the Honorable Douglas Clark be appointed to the Todd-Wadena Community Corrections Executive Committee to serve in the capacity of District Court Judge.

Central Minnesota EMS (CMEMS) Region Update

Marion Larson, Regional EMS Coordinator shared an update with the County Board of their EMS coordination support and struggles to obtain stable and adequate funding since its inception.

Todd County Fair Board

On motion by Becker and second by Neumann, the following motion was introduced and adopted by unanimous vote: To grant the Todd County Fair Board additional access to the Todd County Fairgrounds for fair preparations starting the week of June 25th - July 1, 2023 with waiving of the rental fees. Utilities reimbursement will be provided by the Todd County Fair Board for this additional timeframe.

Public Works

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: Approve attached engineering agreement from Widseth for the Bridge 77501 Replacement Project.



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Planning & Zoning

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

Final Plat Approval – “Clarissa Amish Cemetery”

WHEREAS, Applicants and property owners Joseph E. Bontrager and Ella E. Bontrager applied to subdivide a property that is described as Northwest Quarter of the Northeast Quarter in Section 29 of Eagle Valley Township with the plat to be known as ‘Clarissa Amish Cemetery’,

WHEREAS, Clarissa Amish Cemetery consists of Block 1, Lot 1, 2.10 Acres located in Agricultural and Forestry One Zoning District in Eagle Valley Township,

WHEREAS, On March 2nd, 2023, 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 Northwest Quarter of the Northeast Quarter of Section 29, Township 131 North, Range 34 West, Todd County, Minnesota, described as follows:

Beginning at the southeast corner of said Northwest Quarter of the Northeast Quarter; thence North 89 degrees 50 minutes 55 seconds West, assumed bearing, along the south line of said Northwest Quarter of the Northeast Quarter, 331.58 feet; thence North 00 degrees 34 minutes 18 seconds West 274.40 feet; thence South 89 degrees 50 minutes 55 seconds East 335.45 feet to the east line of said Northwest Quarter of the Northeast Quarter; thence South 00 degrees 14 minutes 14 seconds West, along said east line, 274.38 feet to the point of beginning.

WHEREAS, On March 21st, 2023, the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Clarissa 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 “Clarissa Amish Cemetery” be approved as presented.

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

Final Plat Approval – “Holst Acres 1st Addition”

WHEREAS, Applicants Harold F and Marilyn A Holst applied to subdivide a property owned Darren D and Sheri L Holst along with Harold F and Marilyn A Holst that is described as:



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Parcel #25-0060900

The East 254.00 feet of Lot 1, Block 2, HOLST ACRES, Section 06, Township 133 North, Range 32 West, Todd County, Minnesota.

and

Parcel #25-0003501

That part of the Northeast Quarter of the Northeast Quarter of Section 6, Township 133 North, Range 32 West, Todd County, Minnesota, described as follows:

Commencing at the Northeast corner of said Section 6; thence South 89 degrees 42 minutes 23 seconds West, bearings are based on the North American Datum of 1983, along the north line of said Section 6, a distance of 300.34 feet to the west line of the East 300.00 feet of said Northeast Quarter of the Northeast Quarter; thence South 2 degrees 25 minutes 50 seconds West along said west line, a distance of 600.68 feet to the south line of the North 600.00 feet of said Northeast Quarter of the Northeast Quarter, said point being the point of beginning; thence continuing South 2 degrees 25 minutes 50 seconds West along said west line, a distance 422.78 feet to the south line of said Northeast Quarter of the Northeast Quarter; thence South 86 degrees 28 minutes 39 seconds West along said south line, a distance of 769.61 feet to the east line of the West 250.00 feet of said Northeast Quarter of the Northeast Quarter; thence North 2 degrees 34 minutes 28 seconds East along said east line, a distance of 1066.98 feet to the north line of said Northeast Quarter of the Northeast Quarter; thence North 89 degrees 42 minutes 23 seconds East along said north line, a distance of 200.25 to the east line of the West 450.00 feet of said Northeast Quarter of the Northeast Quarter; thence South 2 degrees 24 minutes 28 seconds West along said east line, a distance of 600.75 feet to the south line of the North 600.00 feet of said Northeast Quarter of the Northeast Quarter; thence North 89 degrees 42 minutes 23 seconds East along said south line, a distance of 564.91 feet to the point of beginning.

Said parcel contains 10.6 acres, more or less, and is subject to all restrictions, reservations and easements of record, if any.

Located in Section 6 of Villard Township with the plat to be known as 'Holst Acres 1st Addition',

WHEREAS, Holst Acres 1st Addition consists of 2 lots; Block One Lot 1, 3.6 Acres and Lot 2, 10.6 Acres, located in Residential - 2 zoning in Villard Township,

WHEREAS, On January 5th, 2023, the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance:

Parcel #25-0060900

Lot 1, Block 1, HOLST ACRES 1ST ADDITION, Section 06, Township 133 North, Range 32 West, Todd County, Minnesota.

and

Parcel #25-0003501

Lot 2, Block 1, HOLST ACRES 1ST ADDITION, Section 06, Township 133 North, Range 32 West, Todd County, Minnesota.

WHEREAS, On January 17th, 2023, the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Holst Acres 1st Addition preliminary plat with 1 condition,



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1. Applicant must abide by all other applicable federal, state and local standards.

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 “Holst Acres 1st Addition” be approved as presented.

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

Final Plat Approval – “Finally Home”

WHEREAS, Applicant William A. Dukowitz applied to subdivide a property owned by Tony Dukowitz that is described as: Southeast Quarter of the Southeast Quarter of the Southeast Quarter. Located in Section 11 of Staples Township with the plat to be known as “Finally Home”,

WHEREAS, Finally Home consists of 1 lot; Block One Lot 1, 5 Acres, located in Residential - 2 zoning in Staples Township,

WHEREAS, On April 6th, 2023, the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance: North half of the Southeast Quarter of the Southeast Quarter of the Southeast Quarter, Section 11, Township 133 North, Range 33 West, Todd County, Minnesota.

WHEREAS, On April 18th, 2023, the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Finally Home preliminary plat with 2 condition,

1. Two sewer sites shall be identified prior to final platting.
2. Applicant must abide by all other applicable federal, state, and local standards.

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 “Finally Home” be approved as presented.

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To grant the conditional use permit to parcel 06-0044601 with the following conditions:

1. Applicant must obtain permitting and/or licensing from additional governmental agencies as necessary.
2. Submission of Interconnection Agreement with the electric service provider prior to issuance of a land use permit.
3. Construction of additional solar arrays shall require the review of the Planning Commission.
4. Written statement to be received from the owner or provider company containing the plan for legal disposal of the panels.

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To grant the conditional use permit on parcel 21-0021000 with the following conditions:

1. Hours of operation shall be limited to ½ hour before sunrise to ½ hour after sunset, Monday through Saturday.



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2. Applicant must maintain dust control procedures within the pit area.
3. Applicant shall be responsible for maintenance of the township road approaching Highway 71.
4. 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: To grant the conditional use permit on parcel 22-0014100 with the following conditions:

1. Permit shall be limited to the three structures identified in the application. Additional greenhouses shall require the review of the Planning Commission.
2. Applicant must obtain land use permits for construction of additional greenhouses.
3. There shall be no parking nor loading/unloading of materials within the road right of way.
4. Applicant must abide by all other applicable federal, state, and local standards.

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To grant the conditional use permit to parcel 22-0024500 with the following conditions:

1. Applicant must obtain permitting and/or licensing from additional governmental agencies as necessary.
2. Submission of Interconnection Agreement with the electric service provider prior to issuance of a land use permit.
3. Construction of additional solar arrays shall require the review of the Planning Commission.
4. Written statement to be received from the owner or provider company containing the plan for legal disposal of the panels.

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To remand the conditional use permit on parcel 22-0014100 with the following conditions back to the Planning Commission:

1. All existing fencing shall be maintained for screening purposes as long as the proposed use continues to exist.
2. All salvage vehicles must be kept within the fence in area of the property.
3. All waste/automotive fluids must be disposed of in a manner that complies with all applicable federal, state, and local standards.
4. Applicant must abide by all other applicable federal, state, and local standards

County Board also requests the Planning Commission to notify the City of Browerville of the proposal and ensure that the footprint size of the area is not changing.

Todd County Soil & Water

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve of the MPCA Feedlot Program Annual Report for 2022.

Administration

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Board Room Technology project with AVI Systems for \$77,329.92 from ARPA Funds.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reminded that the 1st half Real Estate taxes were due on May 15th, 2023.



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County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Denny attended the solid waste committee meeting.

Commissioner Becker attended the Finance Committee, TWCC, Personnel, MTWCHB, Dept Head, SWCD Board, Rainbow Rider, met with representative from Congresswoman Fischbach's office.

Commissioner Neumann attended the MTWCHB meeting, Solid Waste Committee, met with representative from Congresswoman Fischbach's office along with numerous county committee meetings.

County Coordinator's Report

The County Coordinator reported on Finance Committee, Personnel Committee, Personnel Board of Appeals, TWCC Executive Committee, Finance Committee, Dept Head, Sourcewell, CPT Software Committee, Solid Waste Committee and meeting with Sytek regarding future broadband plans and will continue conversations with all potential providers, meeting with Douglas Co Public Works regarding surveying, Personnel and met with the representative from Congresswoman Fischbach's office.

Adjourn

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

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
AMERICAN COMMUNICATIONS INC	\$ 3,750.00
AMERICAN SOLUTIONS FOR BUSINESS	\$ 5,181.64
CHAMBERLAIN OIL COMPANY	\$ 2,549.57
COMPASS MINERALS AMERICA	\$ 22,491.62
D & D AUTO REPAIR	\$ 6,555.30
DAKOTA WHOLESALE TIRE	\$ 2,858.00
EMERGENCY AUTOMOTIVE TECH	\$ 8,531.27
HILLYARD	\$ 2,026.72
JENKINS IRON & STEEL INC	\$ 2,750.00
LONG PRAIRIE LEADER	\$ 2,602.00
MID COUNTY FABRICATING, INC	\$ 3,319.48
MIDSTATES EQUIP AND SUPPLY	\$ 2,470.15
NUSS TRUCK & EQUIP	\$ 2,304.70
72 PAYMENTS LESS THAN 2000	\$ 24,356.30
Total:	\$ 91,746.75

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
V# 15478 - COST EFF HEALTH INS	\$ 2,407.72
DHS - SWIFT	\$ 6,474.73
V# 11481 - COST EFF HEALTH INS	\$ 2,016.56
RURAL MN CEP INC	\$ 13,240.31
WILLIAMS DINGMANN FAMILY FUNERAL - LONG PRAIRIE	\$ 3,500.00
151 PAYMENTS LESS THAN 2000	\$ 73,752.53
Total:	\$ 101,391.85

VENDOR NAME	AMOUNT
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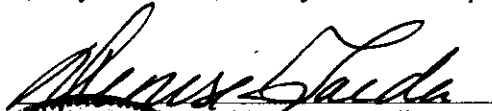
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#17324	\$	4,094.48
HEARTLAND GIRLS RANCH	\$	9,780.00
HOLISTIC FAMILY EDUCATION SRVS	\$	6,445.87
#17302	\$	3,231.90
LITTLE SAND GROUP HOME	\$	8,316.00
NORTHERN PINES MENTAL HLTH CTR INC	\$	2,280.00
PINEHAVEN YOUTH AND FAMILY SRVS INC	\$	9,228.70
# 17183	\$	2,321.70
STEP	\$	6,477.77
VILLAGE RANCH INC	\$	2,797.80
25 PAYMENTS LESS THAN 2000	\$	16,964.70
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Total:	\$	71,938.92

On a motion by Denny and second by Noska, the preceding minutes of the County Board meeting held May 16th, 2023 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on June 6th, 2023.

Witness my hand and seal:


Randy Neumann, County Board Chairperson


Dennis Galt, Todd County Auditor-Treasurer

