



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
July 18th, 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 18th day of July, 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 Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To adopt the agenda as presented.

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for July 5th, 2023 as presented.

GAMBLING PERMIT – MIDWEST OUTDOORS UNLIMITED – PRAIRIE PARTNERS
WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Midwest Outdoors Unlimited – Prairie Partners through this resolution;
NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Midwest Outdoors Unlimited – Prairie Partners to hold a bingo event at the Shady's Golden Eagle in Grey Eagle Township at the address 13218 County 103, Burtrum, MN on August 20th, 2023.

To approve a two day On Sale Temporary Liquor License for the Sylvan Shores Association Inc at the address of 40302 Paradise Dr, Browerville, MN in Fawn Lake Township effective August 18th & 19th, 2023.

Approve the resignation of Registered Nurse Jennifer Panuska effective July 14, 2023.

To approve the hire of Jonathan Mattson to fill the open Child Services Supervisor position, at Grade 13, Step 4 on the salary grid. Start date 7/19/2023

Michael Legatt

Michael Legatt on behalf of himself and the Big Swan Lake Association presented concerns regarding runoff and erosion from the east side of Emerald Trail sourcing from the Hollermann Dairy property going into Big Swan Lake and its effect on the lake quality. Mr. Legatt is seeking direction from the County Board on remedy of these concerns.

Deja Anton, SWCD District Manager provided a summary of what actions the SWCD office has taken and proposed solutions being planned to respond to the concerns sourcing from runoff and erosion at the Hollermann property.

Bruce Johnson, Burnhamville Township Supervisor intends to maintain and improve the Emerald Trail roadbed to coincide with the other repair plans being put together between SWCD and Hollermann Dairy.

Shawn Hollermann on behalf of Hollermann Dairy provided information to the Board regarding plans and preparations formulated to construct the remedy for the erosion and runoff concerns.

County Board will seek updates from SWCD at upcoming work sessions of the progress on the remedy for this project.



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Auditor-Treasurer

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 402658 through 402679 in the amount of \$33,476.30 and (Regular) 57140 through 57179 in the amount of \$42,349.68 for a total of \$75,825.98.

On motion by Becker 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) 804254 through 804316 and (Regular) 710764 through 710821 for a total of \$93,454.21.

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) 600970 through 600990 and (Regular) 517429 through 517445 for a total amount of \$120,859.13.

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve the Professional Services Agreement and Hosting Agreement with CPT for services through December 31, 2026.

Initiative Foundation

Carl Newbanks from the Initiative Foundation provided the County Board an update on initiatives and projects within and near Todd County for the past year.

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the annual contribution of \$7,500.00 for Initiative Foundation for 2024 budget year.

Todd County HRA

Kim Wallace, Executive Director from Todd County HRA provided a program update to the County Board.

Todd County Historical Society

De Eberle, Gerry Ruda and Gary Stracek provided the County Board, on behalf of the Todd County Historical Society, background information supporting the request for an increase in the appropriation from the current amount of \$8,500 annually to be an appropriation of \$15,000 annually beginning in 2024 forward. There are also water drainage issues affecting the Historical Society building at the Fairgrounds. These concerns will be brought forward to the Facilities Committee to study and bring forward a remedy recommendation.

Ditch/Ag Inspector

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: Acting as Ditch Authority, acknowledge receipt of a Hold Harmless Agreement petition to clean the section of CD29 on parcel 07-0028600 - Eagle Valley Twp section 24.

Public Works

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



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**FINAL PAYMENT AUTHORIZATION – 2023 DUST CONTROL CONSTRUCTION
CONTRACT**

WHEREAS, the contract with Knife River Corporation for a 2023 Dust Control Construction Contract known as CP 77-23-08 located on various county roads in Todd County in all things been completed, and;

WHEREAS, construction work on this contract was scheduled and completed in 2023 with the value of the total work certified being \$156,037.30, and;

WHEREAS, partial payments amounting to \$148,235.43 have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that \$7,801.87 still remains to be paid to Knife River Corporation.

NOW, THEREFORE BE IT RESOLVED, that the Board of Commissioners does here accept said completed project for and in behalf of the County of Todd and authorizes final payment as specified.

County Sheriff

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Hire Tyler Schwartz for full time Deputy, pay grade 10, step 2 \$28.48 per hour start date to be determined.

Planning & Zoning

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Adopt the findings of the Planning Commission and approve the preliminary plat for the DeSmith Addition as presented with no conditions.

On motion by Becker 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 Kroll's First Addition preliminary plat as presented with no conditions.

On motion by Noska and second by Denny, the following motion was introduced adopted by unanimous vote: Adopt the findings of the Planning Commission and approve the preliminary plat for the Tschida Estates as presented with the following conditions.

1. All new accesses must be approved by the road authority.
2. Accesses shall only be connected to Akela Drive. No access shall be allowed via US Highway 71.

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: Adopt the findings of the Planning Commission and grant the CUP requested by Ammon C Hershberger on parcel 20-0021400 with the following conditions.

1. There shall be no loading/unloading of materials within the public roadway.
2. Off-street parking shall be provided for all business traffic.
3. Storage of supplies and finished products shall be stored meeting all setback requirements.
4. Land use permits shall be required for all future construction.
5. Applicant must abide by all other applicable federal, state, and local standards.



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Health & Human Services

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve the Opioid Settlement funding request for naloxone distribution and communication plan.

An invitation to the Opioid Settlement Annual Meeting was provided to the County Board for the 2023 Annual Meeting to be held on August 1st, 2023, 11am-12pm at the Todd County Board Room.

Administration

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: Approve the attached MOA, allowing Gwen Berry to move into the open RN Care Coordinator position at her current rate of pay, frozen until the Grade 10 pay scale catches up to her, at which time her pay will correspond with the other Grade 10 RN positions.

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve internal applicant Gwen Berry, RN, to fill this open Care Coordinator RN position, Grade 10. Start date TBD.

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

ADOPTION OF CHANGES TO THE TODD COUNTY PERSONNEL POLICY ARTICLE V SECTION 5.01 SALARIES: ELECTED AND APPOINTED DEPARTMENT HEADS

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

WHEREAS, the Todd County Board of Commissioners and Personnel Committee have had an opportunity to review the policy revisions put forth in Article V Section 5.01, of the Personnel Policy and find the implementation 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 Policy and directs the County Coordinator to begin administration of said policy as of July 18, 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.

Closed Session

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To enter into closed session pursuant to Minnesota Statute Section 13D.05 Subd 3(c) 3 to develop or consider offers or counteroffers at 10:28 a.m.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To reopen the regular board meeting at 10:54 a.m.



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County Auditor-Treasurer's Report

The County Auditor-Treasurer provided a status update regarding the election preparation was given. Absentee voting is now fully open and available with absentee applications available in our office or online.

County Attorney's Report

The County Attorney had nothing to report.

County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Denny attended the solid waste committee meeting, recent city festivals and the Todd County Fair.

Commissioner Becker attended the Personnel, Wellness Committee, Dept Head, Facilities, SWCD, and Rainbow Rider meetings and the Todd County Fair.

Commissioner Neumann attended the SWCD, Personnel, Solid Waste and Finance meetings.

Commissioner Noska attended the TCDC meeting.

County Coordinator's Report

The County Coordinator reported on meetings attended and shared the appreciative feedback from the Todd Co Ag Society for the recent updates to the Todd County Fairgrounds.

Adjourn

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

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
CENTRAL APPLICATORS INC	\$ 17,819.41
COMMISSIONER OF TRANSPORTATION	\$ 4,417.38
LONG PRAIRIE LEADER	\$ 4,732.44
M-R SIGN COMPANY INC	\$ 5,784.11
NORTHSTAR PLUMBING, HEATING AND AIR	\$ 4,100.00
POWERPHONE	\$ 3,235.55
SHI CORP	\$ 7,937.56
STOP STICK, LTD	\$ 2,320.00
WIDSETH SMITH NOLTING INC	\$ 5,339.50
53 PAYMENTS LESS THAN 2000	\$ 20,140.03
Total:	\$ 75,825.98

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
MCCC, MI33	\$ 6,035.90
V# 17087 - COST EFF HEALTH INS	\$ 3,065.20
ROY-HETLAND FUNERAL HOME - OSAKIS	\$ 3,500.00
RURAL MN CEP INS	\$ 23,574.39
THRIVEPASS	\$ 2,857.47
116 PAYMENTS LESS THAN 2000	\$ 54,421.25
Total:	\$ 93,454.21



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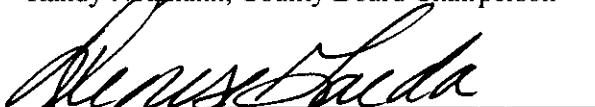
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VENDOR NAME	AMOUNT
#17324	\$ 4,724.40
HEARTLAND GIRLS RANCH	\$ 9,780.00
HOLISTIC FAMILY EDUCATION SRVS	\$ 8,935.60
#17302	\$ 3,231.90
LENDING HANDS COMMUNITY SRVS	\$ 2,031.44
LITTLE SAND GROUP HOME	\$ 9,979.20
NORTHERN PINES MENTAL HLTH CTR INC	\$ 2,804.98
PINEHAVEN YOUTH AND FAMILY SRVS INC	\$ 11,158.50
# 17183	\$ 2,321.70
STEP	\$ 8,386.01
VALLEY LAKE BOYS HOME INC	\$ 21,750.00
VILLAGE RANCH INC	\$ 12,476.10
WEST CENTRAL REG JUVENILE CTR	\$ 3,632.00
PAYMENTS LESS THAN 2000	\$ 19,647.30
Total:	\$ 120,859.13

On a motion by Denny and second by Becker, the preceding minutes of the County Board meeting held July 18th, 2023 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on August 1st, 2023.

Witness my hand and seal:


Randy Neumann, County Board Chairperson


Denise Gaida, Todd County Auditor-Treasurer

