



WHERE THE FOREST MEETS THE PRAIRIE

**Todd County**

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
September 19<sup>th</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 19<sup>th</sup> day of September, 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 Denny, the following motion was introduced and adopted by unanimous vote: To adopt the agenda as presented.

**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 September 5<sup>th</sup>, 2023 as presented.

Accept Shanae Fortson's resignation as Administration Assistant on 9/8/2023.

To hire Amber Percy as a Part Time Dispatcher, Grade 6 Step 9. Start date of 9/20/2023

To approve Heidi Iten to fill the open seasonal Office Support Specialist II position. Grade 5, Step 1 at 20.46. Start date: TBD

**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) 402763 through 402785 in the amount of \$88,079.51 and (Regular) 57324 through 57363 in the amount of \$48,504.00 for a total of \$136,583.51.

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) 804478 through 804554 and (Regular) 711008 through 711058 for a total of \$107,052.98.

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 SSIS Warrants number (ACH) 601028 through 601044 and (Regular) 517497 through 517514 for a total amount of \$83,654.90.

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

**COUNTY DITCH MAINTENANCE ASSESSMENTS FOR TAXES PAYABLE 2024**

**WHEREAS**, the Auditor-Treasurer's office along with the County Ditch Inspector have been proactively working on improving the cash flow balances within Fund-40 County Ditches on an annual basis to maintain positive cash flow, and;

**WHEREAS**, per County Board suggestion, recommendations for the July 2022 through June 2023 assessment cycle were discussed at the County Board Worksession on September 5, 2023, and;



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**WHEREAS**, Minnesota Statute allows for the Ditch Authority to approve maintenance fund assessments on a yearly basis without incurring the expense of a public hearing if statute requirement criteria have been met, and;

**WHEREAS**, it is the goal of the County Board to transition from the past practice of *collecting after spending* to maintaining a *revolving collection* comparative to expense trends and to keep assessments occurring as close to real time as possible for the potential property owners affected.

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners in their capacity as the Todd County Ditch Authority hereby approves the Maintenance Fund/Ditch Assessments for the 2024 Tax Payable Year as a one year repayment period without interest applied per the attached list.

#### **Todd Wadena Community Corrections**

Kathy Langer provided the County Board an update on the STS Shop Building replacement plans that suffered severe damage as a result of a tornado and further damage due to the weight of the snow on the building. Final building plans have been approved and bids for construction will be ready for release soon.

#### **Cannabis Ordinance 1<sup>st</sup> Reading – Public Hearing**

The County Board opened the meeting for public comment and held discussion on considering an ordinance prohibiting the use of Cannabis in public places and in places of public accommodation. No public comment was received. This proposed ordinance will move forward to its scheduled 2<sup>nd</sup> Reading – Public Hearing on October 17, 2023.

#### **Ditch/Ag Inspector**

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: Acting as Ditch Authority, set October 3, 2023 as the date for a landowner Informational Meeting with a start time of 6 pm, to be held at the County Board Room.

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

#### **BEAVER DAM AND BEAVER EXPENSE AUTHORIZATION UPDATE**

**WHEREAS**, on March 3, 2009 Resolution #2009-03/3-17 was passed by the Ditch Authority authorizing the County Ditch Inspector to approve up to \$500 per dam, of expenses to remove the dam, to be assessed to the County Ditch systems, and;

**WHEREAS**, the March 3, 2009 Resolution did not address beaver trapping or expenses for contractors used to locate dams, and;

**WHEREAS**, the costs for dam removal and beaver trapping has gone up significantly since 2009, and a contractor is occasionally used to locate dams with a drone or an amphibian ATV on ditch systems that are too treacherous to access by foot, and;



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**WHEREAS**, as was stated in the previous Resolution, petitions for removal of beaver dams are a frequent and routine occurrence and the solution for removal of beaver dams is routine, frequent and required of the ditch authority, and;

**WHEREAS**, beaver trapping expenses are related to dam removal but can occur without a dam needing removal.

**NOW, THEREFORE BE IT RESOLVED**, the Todd County Board of Commissioners acting as the Ditch Authority hereby authorize the County Ditch Inspector to approve expenses to be assessed to the County Ditch systems provided the following conditions are met:

- a) The expense is directly related to the removal of a beaver dam from the County Ditch systems.
  - a. The expense is estimated to be less than \$1,000.00 per dam for dam removal.
- b) The expense is directly related to the report of beaver activity on the County Ditch systems.
  - a. The expense is estimated to be less than \$1,000.00 per report of activity for beaver trapping.
- c) The expense is to hire a contractor to use a drone or amphibian ATV to search for a dam or blockage on the County Ditch systems.
  - a. The expense is estimated to be less than \$500.00 per occurrence, and;

**BE IT FURTHER RESOLVED**, that it is understood this Resolution replaces and supersedes all prior County Board actions, oral or written, relating to the subject matter hereof.

### **Planning & Zoning**

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To adopt the findings of the Planning Commission and approve the Preliminary Plat with the following conditions.

1. Creation of a property owners association agreement including mandatory membership of all property owners with inclusion of Todd County as a participating member.
2. Creation of deed restrictions, covenants, or other instruments in accordance with Section 7.16C (iii) of the Planning and Zoning Ordinance with inclusion of Todd County as a participating member.
3. No additional impervious surface shall be allowed within the shore or bluff impact zones.
4. No outward expansion shall be allowed to existing structures. Lot 6 shall be allowed to construct one lake side deck not to exceed 150 square feet.
5. Boat mooring site shall not exceed 9 slips.
6. No construction or placement of accessory structures will be allowed within the common space.
7. Applicant must obtain additional permits and authorizations as required by other agencies including but not limited to the Sauk River Watershed District.

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: To remand the Tammy Brusewitz Request for CUP back to the Planning Commission with the 60 day extension to the application to confirm setbacks, use within the zoned area and consider establishment of condition regarding a visual screen prior to feedlot establishment.



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On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To adopt the findings of the Planning Commission and grant the CUP on parcels 26-0017100 and 26-0016900 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.

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Sauk River Watershed Fiscal Agent agreement as presented and sign.

### Soil & Water

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Approval of a tree planter from DNR at no cost to Todd County or the SWCD.

### Health & Human Services

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To rename the Health Services Manager position to Adult Services Manager.

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: To rename the Behavioral Health Supervisor and Waiver Supervisor positions to Adult Services Supervisor.

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve changing the name of the Health Services Unit to Adult Services Unit.

Rick Hest provided the County Board an update on its current programming and operations.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve the 2024 donation to Hilltop Regional Kitchen of \$7,000.

### County Auditor-Treasurer's Report

The County Auditor-Treasurer provided a summary of the upcoming 5 elections affecting portions of Todd County Voters scheduled for November 7, 2023 with absentee voting opening on Friday, September 22, 2023 for these election events. A reminder that the 2<sup>nd</sup> half real estate tax payments for certain parcels are due on October 16<sup>th</sup>, 2023.

### County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Denny attended the Hilltop Kitchen, constituent meetings regarding roads and Solid Waste meetings.

Commissioner Becker attended the Wellness, Personnel, TWCC, Dept Head, AMC Fall Conference, and Staples City road project meetings.

Commissioner Noska attended the TWCC and TCDC meetings.

Commissioner Neumann attended the CMCOA, Personnel, Dept Head, Expo walk-thru, AMC Fall Conference and Solid Waste committee meetings.



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## County Coordinator's Report

The County Coordinator reported on meetings attended including the Lake Shamineau preconstruction meeting, AMC Fall Conference. A reminder was provided that the Justice Center roof project has started within the last week and will continue for the remainder of September.

### Adjourn

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

#### COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
DAKOTA WHOLESALE TIRE	\$ 4,320.00
LONG PRAIRIE LEADER	\$ 2,632.00
RITT'S WELDING WORKS LLC	\$ 4,789.00
SUMMIT COMPANIES	\$ 4,918.00
TRUENORTH STEEL	\$ 78,593.46
WIDSETH SMITH NOLTING INC	\$ 12,557.09
ZIEGLER INC	\$ 2,421.45
56 PAYMENTS LESS THAN 2000	\$ 26,352.51
<b>Total:</b>	<b>\$ 136,583.51</b>

#### HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
DHS - SWIFT	\$ 24,860.07
V #17064-COST EFF HEALTH INS	\$ 2,155.14
ITEN FUNERAL HOME-BROWERVILLE	\$ 2,533.72
RURAL MN CEP INC	\$ 13,821.90
SAND CREEK EAP LLC	\$ 2,347.50
SCHULLER FAMILY FUNERAL HOMES-WADENA	\$ 3,500.00
USPS-POC	\$ 5,241.00
121 PAYMENTS LESS THAN 2000	\$ 52,593.65
<b>Total:</b>	<b>\$ 107,052.98</b>

VENDOR NAME	AMOUNT
CARLSON/BARBARA J	\$ 3,600.00
# 17324	\$ 5,022.00
# 17353	\$ 2,096.22
# 17302	\$ 3,436.35
LITTLE SAND GROUP HOME	\$ 10,311.84
NORTHERN PINES MENTAL HLTH CTR INC	\$ 2,090.00
PRESBYTERIAN FAMILY FOUNDATION INC	\$ 8,520.43
# 17183	\$ 2,468.22
STEP	\$ 8,504.35
VALLEY LAKE BOYS HOME INC	\$ 7,750.00
VILLAGE RANCH INC	\$ 15,059.58
25 PAYMENTS LESS THAN 2000	\$ 14,795.91
<b>Total:</b>	<b>\$ 83,654.90</b>



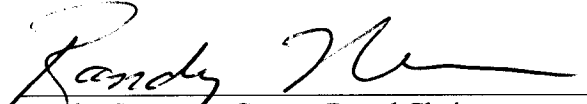
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On a motion by Becker and second by Noska, the preceding minutes of the County Board meeting held September 19<sup>th</sup>, 2023 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on October 3<sup>rd</sup>, 2023.

Witness my hand and seal:

  
Randy Neumann, County Board Chairperson

  
Denise Gaida, Todd County Auditor-Treasurer

