



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
October 17th, 2023*

Public Comment

Kerry Pipo shared concerns in regards to the review of CUP #C-20130910858 for property owned by Shannon Hinnenkamp. Concerns stated included the topics of privacy fencing and potential of toxic materials in relation to the location to neighboring properties.

Shannon Hinnenkamp provided information to the County Board regarding the concerns raised by Mr. Pipo and other data relating to the CUP #C-20130910858 that he is the owner of.

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 17th day of October, 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 Noska, the following motion was introduced and adopted by unanimous vote: To adopt the agenda as presented.

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for October 3rd, 2023 as presented.

To accept the resignation of Brian Thorstad (Full Time Deputy) effective November 4, 2023.

To approve Richard Mettler to fill the open Social Worker position. Grade 10, Step 9 at 34.69/hr. Start date: October 30, 2023

To approve Briehana Martin to fill the open Child Services supervisor position. Grade 13, Step 1 at 32.62/hr. Start date: TBD

To appoint Rachel Middendorf as a part-time Deputy Auditor-Treasurer at Grade 8, Step 1 \$24.36 per hour with a start date of October 23, 2023.

GAMBLING PERMIT – TODD COUNTY COUNCIL ON AGING

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for Todd County Council On Aging through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Todd County Council On Aging to conduct an excluded bingo event at the Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Rd, Clarissa, MN on November 12th, 2023 and on February 11th, 2024.

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) 402808 through 402841 in the amount of \$112,386.71 and (Regular) 57397 through 57445 in the amount of \$74,130.97 for a total of \$186,517.68.

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) 804586 through 804651 and (Regular) 711107 through 711171 for a total of \$106,661.78.



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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 SSIS Warrants number (ACH) 601055 through 601071 and (Regular) 517527 through 517554 for a total amount of \$140,081.01.

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To adopt the 2024 County Fee Schedule to be effective January 1, 2024 per the attached document.

Ditch/Ag Inspector

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Acting as Ditch Authority, acknowledge receipt of a Hold Harmless Agreement petition to clean sections of CD32 on parcel 24-0011600 - Turtle Creek Twp section 11.

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: Acting as Ditch Authority, acknowledge receipt of a Hold Harmless Agreement petition to clean a section of CD3 on parcel 17-0002301 - Little Sauk Twp section 3.

Cannabis Ordinance 2nd Reading – Public Hearing

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: Accept amendments to draft ordinance as presented.

MIS

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Approve purchase of server through Dell in the amount of \$13,859.06 utilizing multiple funding sources listed.

Facilities Committee

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote with Noska abstaining: Approve low bids from Chad Twardowski Excavating and Oberg Fencing for a total cost of \$23,533.

Commissioners

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To amend proposed petition item # 14 to include the following: Benefitting landowners -- and not Todd County as a whole -- would be responsible for all costs and expenses incurred to complete the project above the \$1.4 million grant amount. Similarly, benefiting landowners -- and not Todd County as a whole -- would be responsible for all costs and expenses incurred in preparation for the project if it is not completed for whatever reason. Require a majority (51%) of landowners signatures before Todd County signs on as petitioner.

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: Appoint the following five members to the Todd County Appeals Board; Commissioner Becker and Commissioner Noska; Todd County Public Health Advisory Committee members Rona Bleess and Jason Polovick; and Registered Sanitarian or board certified medical professional Doug Breitkreutz, REHS from Horizon Public Health.



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Soil and Water

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: Approval of the 2024/2025 Feedlot Program Delegation Agreement and Work Plan as presented.

Planning & Zoning

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

Resolution to Support

Adoption of the Mississippi River - Brainerd Comprehensive Watershed Management Plan

WHEREAS the Mississippi River - Brainerd Comprehensive Local Water Management Plan includes a map and description of the soil classifications within the County and;

WHEREAS the Mississippi River - Brainerd Comprehensive Local Water Management Plan identifies the areas within the County where surface water, groundwater, natural resources, and other related water quality problems are the most severe and;

WHEREAS the Mississippi River - Brainerd Comprehensive Local Water Management Plan identifies high-priority erosion, sedimentation, and water quality problems in accordance with Board of Water Soil Resources (BWSR) rules and guidelines and;

WHEREAS the Mississippi River - Brainerd Comprehensive Local Water Management Plan identifies high-priority erosion, sedimentation, and water quality improvement projects to maintain and improve the natural resources of the watershed in accordance with Board of Water Soil Resources (BWSR) rules and guidelines and;

WHEREAS the Mississippi River – Brainerd Comprehensive Local Watershed Management Plan replaces the Todd County Water Plan for County purposes for the area of the county identified within the Plan.

WHEREAS the County supports sending the final draft plan of the Mississippi River - Brainerd Comprehensive Watershed Management Plan to the BWSR Board for review and.

WHEREAS the BWSR Board will review and approve the Mississippi River - Brainerd Comprehensive Watershed Management Plan according to Minnesota Statutes §103B.101, Subdivision 14.

On motion by Denny and second by Noska, the following motion was introduced and adopted by majority with Becker, Denny and Noska for and Neumann against: To adopt the findings of the Planning Commission and grant the CUP on parcels 22-0012900 and 22-0012700 with the following conditions.

1. Establishment of vegetative screening on the south and west sides of the proposed feedlot. Screening shall be maintained to provide screening from all public roads. Screening shall be established no later than June 1, 2024 and shall be maintained for the life of the feedlot.
2. Tree screening plan shall be submitted to the Soil and Water Conservation District and approved prior to planting of trees.
3. The facility owners must maintain registration every four years and remain compliant with the Todd County ordinance and MN 7020 rules.



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4. Any future livestock lot or barn construction will be required to be reviewed for compliance by the Feedlot Program prior to construction or install.
5. The conditions of the CUP must be disclosed to any future landowners or real estate transaction.
6. All land application setbacks and MN 7020 rules pertaining to the storage and handling of manure must be followed.
7. Proposed feedlot shall meet all applicable well setbacks.
8. 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 adopt the findings of the Planning Commission and grant the CUP to parcel 10-4001600 for the expansion of the existing cemetery with the following conditions.

1. Applicant shall remain compliant with applicable local, state or federal regulations related to operation of the cemetery.
2. Maintain a list of individuals buried and exact location within the cemetery.
3. Cemetery plot must be completely fenced off with boundaries clearly identified prior to establishment of grave sites. All burial sites must remain inside of the fenced area.

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 to parcel 15-0001900 to establish a ground mounted solar PV array 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 Denny and second by Noska, the following motion was introduced and adopted by majority vote with Becker, Denny, and Noska for and Neumann against: To adopt the findings of the Planning Commission and grant the rezone of parcels 17-0016800, 17-0016801, and 17-0019800 from RD - Shoreland to AF2 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 future animal feedlots must abide by MN Rule 7020 and Todd County Ordinance Section 9.11.
3. Land owner must obtain permitting from other government agencies including but not limited to the Sauk River Watershed District.
4. Applicant must abide by all 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 adopt the recommendation of the Planning Commission and revoke CUP #C-20130910858 based on the following findings:

- Conditional Use Permit #C-20130910858 was issued on October 15th, 2013.
- Notice was issued on July 25th, 2023 that the conditions of the permit were not being met and that the site must come into compliance within 30 days from receipt of the notice.
- On September 1st, 2023 an on-site visit was conducted with the property owner to discuss the letter and progress towards coming into compliance.
- Additional notice was sent on September 7th, 2023 that the site had not achieved compliance and that the CUP would be reviewed during the October 5th Planning Commission Meeting.



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- The CUP states that a 10' perimeter fence would be constructed around the site. This is backed up by the same statement in the CUP application submitted on August 8th, 2013. The fence as measured is less than 9' in height.
- Condition #1 states that the perimeter fence must meet a 25' setback from the southern property boundary. Approximately 57' along the western portion of the southern line is not meeting the 25' setback from the southern line.
- Condition #2 states that along the southern line, between the property boundary and the 25' offset fence, trees should be planted for screening of the fence and that the tree plan should be approved by Planning and Zoning. Trees for screening have never been planted nor is there evidence that a tree plan was ever presented to the Planning and Zoning Office.
- Condition #3 states that the applicant must notify Planning and Zoning when the MPCA Stormwater Permit is received and if it is ever revoked. A conversation with MPCA on 10/4/2023 revealed that MPCA Industrial Stormwater Permitting had expired on March 31, 2020.

Health & Human Services

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

**A RESOLUTION ESTABLISHING SUPPORT FOR SEEKING FUNDING FROM
MDH FOR MINNESOTA EXPANDING MODEL JAIL PRACTICES LEARNING
COMMUNITY**

WHEREAS, MDH is seeking applications from jails and community partners to actively participate in the Minnesota Expanding Model Jail Practices Learning Community, and;

WHEREAS, MDH seeks to implement model jail practices and programs that support children of incarcerated parents and their families, and;

WHEREAS, Specific goals are to establish a statewide network of jails to enhance and scale model jail practices that strengthen families until these practices become standard statewide, for children and families to increase the quantity and quality of parent-child interactions during and after incarceration, and to improve the social, emotional, and mental wellbeing of children and youth with an incarcerated parent and;

WHEREAS, Minnesota Expanding Jail Practices Learning Community is a priority model for jail practices focused on increasing parenting skill, creating family friendly environments, increasing jail staff knowledge and skills and expanding services to children and families, and;

WHEREAS, Health & Human Services will collaborate with the jail to initiate and implement new services that are expected to have positive outcomes and costs savings in Todd County;

NOW, THEREFOR BE IT RESOLVED, that the Todd County Board of Commissioners supports Health & Human Services seeking funding from MDH for Minnesota Expanding Model Jail Practices Learning Community.

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve the HHS request to hire a temporary eligibility worker.



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Administration

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: Accept resignation of Chris Pelzer, County Coordinator with last date of employment as February 2, 2024, allowing for a transition period for recruitment of successor County Coordinator.

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To move forward with Coordinator Recruit Timeline Option 2 as attached.

County Auditor-Treasurer's Report

The County Auditor-Treasurer provided a reminder that the 2nd half real estate tax payments for certain parcels were due on October 16th, 2023. It was also noted that absentee voting is open for the upcoming November 7, 2023 election and current absentee voting statistics were shared.

County Attorney's Report

The County Attorney reported that the office is managing the caseload during the interim time of being without one assistant attorney.

County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Denny attended the MN Rural Counties and Solid Waste meetings.

Commissioner Becker attended the Personnel, Dept Head, Facilities, Town meeting regarding Cannabis, SWCD and Rainbow Rider meetings.

Commissioner Noska attended the TCDC meeting.

Commissioner Neumann attended the Facilities, Cannabis, Solid Waste and Rainbow Rider meetings.

County Coordinator's Report

The County Coordinator reported that application preparation for a recycling grant via Region V is being done and has attended continued childcare meetings.

Adjourn

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

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
AMAZON CAPITAL SERVICES	\$ 2,158.59
BUTTWEILER'S DO ALL	\$ 33,340.00
CENTRAL APPLICATORS INC	\$ 15,546.91
CENTRAL SPECIALTIES INC	\$ 30,817.92
IDEAL CONSTRUCTION LLC	\$ 15,497.64
JMD MANUFACTURING INC	\$ 4,578.04
KNOW iNK	\$ 8,125.00
LIBERTY TIRE SERVICES LLC	\$ 2,695.05
POMP'S TIRE SERVICE INC	\$ 5,734.60
RTVISION INC	\$ 2,482.51
TRUENORTH STEEL INC	\$ 35,368.38
72 PAYMENTS LESS THAN 2000	\$ 30,173.04
Total:	\$ 186,517.68



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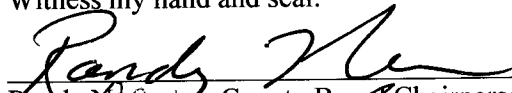
HEALTH & HUMAN SERVICES WARRANTS

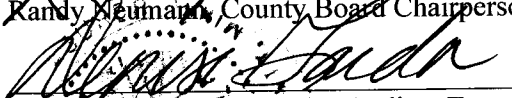
VENDOR NAME	AMOUNT
DHS - SWIFT	\$ 3,432.70
INNOVATIVE OFFICE SOLUTIONS, LLC	\$ 5,540.13
V #14630 - COST EFF HEALTH INS	\$ 4,867.35
MCCC, M133	\$ 6,035.90
V #17087 - COST EFF HEALTH INS	\$ 2,452.16
QUALITY LOGO PRODUCTS	\$ 4,894.77
RURAL MN CEP INC	\$ 13,327.27
VIDA	\$ 2,065.40
V #16862 - COST EFF HEALTH INS	\$ 2,001.92
122 PAYMENTS LESS THAN 2000	\$ 62,044.18
Total:	\$ 106,661.78

VENDOR NAME	AMOUNT
DHS - ANOKA METRO RTC - 412	\$ 21,060.00
DHS - MOOSE LAKE CODE 462	\$ 2,179.61
DHS - MSOP - MN SEX OFFENDER PROGRAM	\$ 5,939.60
DHS - ST PETER RTC - 472	\$ 8,984.80
# 17324	\$ 4,860.00
GERARD TREATMENT PROGRAMS	\$ 2,896.18
# 17353	\$ 2,028.60
# 17302	\$ 3,325.50
LITTLE SAND GROUP HOME	\$ 9,979.20
NORTHERN PINES MENTAL HLTH CTR INC	\$ 14,818.76
# 17183	\$ 2,388.60
PSJ ACQUISITION LLC	\$ 5,810.00
STEP	\$ 7,255.44
VALLEY LAKE BOYS HOME INC	\$ 7,500.00
VILLAGE RANCH INC	\$ 14,074.20
WEST CENTRAL REG JUVENILE CTR	\$ 3,632.00
25 PAYMENTS LESS THAN 2000	\$ 23,348.52
Total:	\$ 140,081.01

On a motion by Noska and second by Denny, the preceding minutes of the County Board meeting held October 17th, 2023 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on November 7th, 2023.

Witness my hand and seal:


 Randy Neumann, County Board Chairperson


 Denise Gajda, Todd County Auditor-Treasurer

