



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
November 7th, 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 7th day of November, 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 Becker, the following motions were introduced and adopted by unanimous vote:

To approve the Todd County Board of Commissioner's Meeting Minutes for October 17th, 2023 as presented.

Hire Erica Myers for the FT Dispatcher position start date TBD, starting pay will be \$22.56 Grade 6 Step 2

Hire Karrie Feldewerd for the FT Administrative Assistant position start date TBD, starting pay will be \$23.01 Grade 6 Step 3

Hire Daniel Gaida for the PT Correctional Officer position start date TBD, starting pay will be \$23.24 Grade 6 Step 3

Hire Katie Schultz for the FT Correctional Officer position start date TBD, starting pay will be \$21.89 Grade 6 Step 1

Hire Jeremy Puff for the PT Road Deputy position start date TBD, starting pay will be \$27.65 Grade 10 Step 1

Accept the resignation of Allyssa Engfer (Full Time Deputy) effective November 14th, 2023

Approve the retirement of Marie Baron-Kelly, Paraprofessional Case Aide, effective November 1, 2023

Approve the retirement of Teresa Scheve, Client Account Specialist, effective December 4, 2023

Approve the retirement of Pam Herding, Registered Nurse, effective December 29, 2023

Approve the resignation of Social Worker Mickey Berg effective October 23, 2023

To approve Lisa Chapin to fill the open temporary Eligibility Worker position. Grade 6, Step 9 at 27.46. Start date: TBD

To approve the promotion of Abigail Deters to fill the Administrative Assistant position, grade 8, Step 1 at \$24.36/hour. Start date: November 8, 2023

Auditor-Treasurer

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous rollcall vote with Becker abstaining: To approve the October 2023 Auditor Warrants number (ACH) 903523 through 903629 in the amount of \$7,206,784.17 (Manual) 885 through 895 in the amount of \$592,535.29 and (Regular) 241612 through 241781 in the amount of \$1,411,183.31 for a total of \$9,210,502.77.



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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 Commissioner Warrants number (ACH) 402842 through 402875 in the amount of \$45,890.28 and (Regular) 57446 through 57492 in the amount of \$130,622.15 for a total of \$176,512.43.

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 Commissioner Warrants number (ACH) 804652 through 804701 and (Regular) 711172 through 711230 for a total of \$44,182.24.

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) 601072 through 601084 and (Regular) 517555 through 517577 for a total amount of \$151,812.45.

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

Resolution for Classification of Tax-Forfeited Property and Requesting Approval from the Minnesota Department of Natural Resources for the Sale of Tax Forfeited Lands

WHEREAS, the County Board of Commissioners of the County of Todd, State of Minnesota, desires to offer for sale certain parcels of land that have forfeited to the State of Minnesota for nonpayment of taxes, and

WHEREAS, said parcels of land have been viewed by the County Board of Commissioners and have been classified as non-conservation lands as provided for in Minnesota Statutes 282.01.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby certifies that all parcels of land on the attached list have been viewed and comply with the provisions of Minnesota Statutes 85.012, 92.461, 282.01, Subd. 8, and 282.018, and other statutes that require the withholding of tax-forfeited lands from sale. The Todd County Board of Commissioners hereby certifies that the Soil and Water Conservation Board (of the district in which the land is located) has reviewed the attached land sale list and identified any and all non-forested marginal land and wetland.

BE IT FURTHER RESOLVED, that the Todd County Board of Commissioners hereby request approval from the Minnesota Department of Natural Resources for the Sale of one tax forfeited parcel highlighted on the attached list.

Todd Wadena Community Corrections

Kathy Langer, TWCC Director provided the County Board an update regarding the STS Building Project and the challenges of the current funding situation to replace the building lost by the tornado weather event. The bids for the project have been received and the time to award the contract and for construction to start is impending. MCIT Insurance and FEMA funding will support a large portion of the building project with potential for a call for gap funding needed from Todd and Wadena counties.

TWCC will bring an update to the next possible board meeting regarding the FEMA funding award outcome and continued discussion of next steps forward.



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Public Works

The proposed purchase of a 2024 Pickup Truck was held from action to allow for research of pricing and availability with local vendors for discussion to resume at the November 21, 2023 board meeting.

Ditch/Ag Inspector

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

HOLD HARMLESS AGREEMENT – DITCH MAINTENANCE – COUNTY DITCH 32

WHEREAS, Doug Carry is requesting to maintain approximately 1400 feet of County Ditch 32 that is located on his property. A Hold Harmless Agreement has been signed and submitted to the Ditch Authority, and;

WHEREAS, an onsite inspection has been done, and;

WHEREAS, applicant is allowed to maintain the drainage ditch to the original width, depth and grade. An improvement by lowering or widening the ditch bottom is not allowed. Sediment and vegetation can only be removed to the extent of the original ditch bottom elevation. Spoil must be side cast and leveled, staying within 16.5 feet of the ditch or moved to an approved upland site.

NOW, THEREFORE BE IT RESOLVED, the Todd County Ditch Authority gives permission to Doug Carry to maintain approximately 1400 feet of CD32 that is located on parcel 24-0011600, Turtle Creek Twp section 11. This maintenance will be done on his property and at his own expense.

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

HOLD HARMLESS AGREEMENT – DITCH MAINTENANCE – COUNTY DITCH 3

WHEREAS, Chad Bosl is requesting to maintain approximately 1,740 feet of County Ditch 3 that is located on his property. A Hold Harmless Agreement has been signed and submitted to the Ditch Authority, and;

WHEREAS, an onsite inspection has been done, and;

WHEREAS, applicant is allowed to maintain the drainage ditch to the original width, depth and grade. An improvement by lowering or widening the ditch bottom is not allowed. Sediment and vegetation can only be removed to the extent of the original ditch bottom elevation. Spoil must be side cast and leveled, staying within 16.5 feet of the ditch or moved to an approved upland site.

NOW, THEREFORE BE IT RESOLVED, the Todd County Ditch Authority gives permission to Chad Bosl to maintain approximately 1,740 feet of CD3 that is located on parcel 17-0002301, Little Sauk Twp section 3. This maintenance will be done on his property and at his own expense.

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: Acting as Ditch Authority, approves the County Ditch Inspector starting the process on CD41 Maintenance Project. This will include contacting the Ditch Attorney to set a date for an Informational Meeting, and a possible drone flyover of the ditch.



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Veteran Services

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

A RESOLUTION SUPPORTING OPERATION GREEN LIGHT FOR VETERANS

WHEREAS, the residents of Todd County have great respect, admiration, and the utmost gratitude for all of the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of the men and women who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, Todd County seeks to honor these individuals who have paid the high price for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, Veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veteran Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability and compensation benefits each year; and

WHEREAS, Approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, Active Military Service Members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, Todd County appreciates the sacrifices of our United State Military Personnel and believes specific recognition should be granted; therefore be it

RESOLVED, with designation as a Green Light for Veterans County, Todd County hereby declares from November 5th, 2023 through Veterans Day, November 11th 2023 a time to salute and honor the service and sacrifice of our men and women in uniform transitioning from Active Service, and in recognition of this, will participate in Operation Green Light for Veterans for the entire month of November, 2023; therefore, be it further

RESOLVED, that in observance of Operation Green Light, Todd County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying a green light in a window of their place of business or residence.



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Solid Waste

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To designate \$62,500 of ARP funds as matching funds for MPCA EA Grant Application.

Planning & Zoning

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

A RESOLUTION REESTABLISHING A TODD COUNTY SEPTIC LOAN PROGRAM

WHEREAS, Todd County has a high demand for replacement of failing or noncompliant septic systems, and;

WHEREAS, Todd County land owners often inquire about funding programs, and;

WHEREAS, the Pollution Control Agency provides loan funding for nonpoint source best management practices.

NOW, THEREFORE BE IT RESOLVED, Todd County shall submit a proposal to the Minnesota Pollution Control Agency to conduct the following project: Todd County Septic System Replacement Initiative Part 2, and;

BE IT FURTHER RESOLVED, that Adam Ossefoort, Planning and Zoning Director, be authorized to submit the proposal for the above mentioned project and shall have the authority to represent this body in all matters that do not specifically require the action of this body.

BE IT FURTHER RESOVLED, that submittal of a proposal does not obligate this body to accept a grant and/or a loan if offered.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To remand back the proposed amendments to Section 9.20 of the Todd County Planning and Zoning Ordinance to the Planning Commission to allow for considerations of EAW.

Health & Human Services

Cory Lawrence, STEP Director provided an update to the County Board regarding the past year's services provided for clients with mental health and developmental disabilities in Todd County.

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the STEP Purchase of Service and Host County contract renewal.

Brian Gapinski and Evie Fowler, Rural MN CEP provided an update to the County Board regarding MFIP and DWP Employment Services for clients in Todd County.



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On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the renewal contract (1/1/24 to 12/31/24) for Rural MN CEP to provide MFIP & DWP Employment Services with an option for one extension from 1/1/25 to 12/31/25.

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the Northern Pines Purchase of Service Agreements renewal.

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To ratify the PH-Doc maintenance & Support Agreement with MCCC.

Administration

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve the Cannabis Ordinance prohibiting use in public places and places of public accommodation.

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve letter of support for Sytek Communications MN Border to Border grant application.

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve financial support of \$5,000 for Sytek MN Border to Border Broadband Grant, if grant is awarded.

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: To form an internal committee to discuss job description and recruitment process and bring suggested changes to the November 21st Board meeting to include the Board Chair, Board Vice-Chair, County Auditor-Treasurer, County Attorney, Highway Engineer, HHS Director and HR Manager.

County Auditor-Treasurer's Report

The County Auditor-Treasurer provided a reminder that the 2nd half real estate tax payments for certain parcels will be due on November 15th, 2023. There is also Special Elections happening on this day for ISD 213 Osakis Public School, ISD 740 Melrose Public School, ISD 787 Browerville Public School, ISD 2155 Wadena-Deer Creed Public School and Todd County Commissioner District 3 including the precincts of Long Prairie City, Long Prairie Township and Reynolds Township with all poll locations open until 8:00 PM today.

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 had limited attendance due to illness but stayed connected via email to committee meetings.

Commissioner Becker attended the Friendly Rider, West Central Regional Juvenile, AMC District, Region V, Public Health training, Facilities, Policies, Personnel and Mississippi Watershed meetings.



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Commissioner Noska attended the Tri-Cap meeting which included planning a tree in memory of Commissioner Erickson, the TWCC executive meeting and the Ag Society meeting. Commissioner Neumann attended the Policies, Personnel, and Central MN Council on Aging meetings.

County Coordinator's Report

The County Coordinator attended the Sourcewell, Region V, Facilities, Policies, Personnel, CPT, and Historical Society meetings regarding our grant application.

Recess

Chair Neumann recessed the meeting until November 21, 2023.

AUDITOR WARRANTS

VENDOR NAME	AMOUNT
CAREY GROUP PUBLISHING	\$ 2,275.00
EBSO INC	\$ 272,346.53
GOVERNMENT MANAGEMENT GROUP	\$ 5,500.00
GRANITE ELECTRONICS INC	\$ 16,314.95
HEALTH PARTNERS DENTAL	\$ 7,071.51
LONG PRAIRIE SANITATION INC	\$ 4,673.25
NATIONSTAR MORTGAGE LLC DBA MR. COOPER	\$ 69,628.84
PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH	\$ 86,883.00
TODD CO AUD-TREAS	\$ 7,294.54
VERIZON	\$ 5,735.57
21 PAYMENTS LESS THAN 2000	\$ 14,032.96
ANDERSON/JEANETTE	\$ 15,000.00
AVI SYSTEMS	\$ 15,143.71
CENTRAL SPECIALTIES INC	\$ 286,917.08
GOLDEN SHOVEL AGENCY	\$ 6,270.00
GREAT RIVER REGIONAL LIBRARY	\$ 89,536.75
MN DEPT OF FINANCE	\$ 6,803.50
PETERS LAW OFFICE, P.A.	\$ 5,082.00
REGENTS OF THE UNIV OF MN	\$ 35,966.44
STEP	\$ 11,450.29
VANSLOTEN/CODY	\$ 13,800.00
VOYANT COMMUNICATIONS, LLC	\$ 3,403.85
WATERGUARDS, LLC	\$ 9,469.25
WIDSETH SMITH NOLTING INC	\$ 2,324.00
ZIEGLER INC	\$ 29,841.13
33 PAYMENTS LESS THAN 2000	\$ 15,258.74
ANOKA CO GOVERNMENT CENTER	\$ 8,375.00
BECKER/DAN & BARB	\$ 11,475.00
BREITENFELDT/DENNIS	\$ 6,000.00
CARD SERVICES COBORNS	\$ 2,807.58
CENTRA CARE	\$ 11,532.50
CITY OF LONG PRAIRIE	\$ 9,242.00
CITY OF LONG PRAIRIE	\$ 190,538.45
COUNTIES PROVIDING TECHNOLOGY	\$ 5,629.00



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DOLEZAL/PATRICK & BEVERLY	\$	2,628.68
FLEET SERVICES/WEX BANK	\$	9,529.17
GALLAGHER BENEFIT SERVICES INC	\$	2,000.00
KNEISL/JASON	\$	6,000.00
LAFORGE/BECKY	\$	17,660.00
LOGS LEGAL GROUP LLP	\$	112,061.34
MACK/ARLYN & DIANE	\$	2,193.00
MIDDENDORF/NATHAN	\$	2,143.24
MINNESOTA POWER	\$	18,266.91
MORRISON COUNTY	\$	56,805.24
NEUMANN/GARY	\$	15,800.00
NORTHERN STAR COOP	\$	3,497.75
SANDERS CONSTRUCTION, INC	\$	322,713.22
TIMMERMAN PROPERTIES LLC	\$	2,799.00
WATERGUARDS, LLC	\$	2,315.25
54 PAYMENTS LESS THAN 2000	\$	22,423.74
GALLAGHER BENEFIT SERVICES INC	\$	9,825.00
MAHONEY/MAXIMILLIAN E	\$	6,475.00
MINNESOTA POWER	\$	3,924.20
STAPLES ADVANTAGE	\$	2,094.42
26 PAYMENTS LESS THAN 2000	\$	15,069.22
BIG SWAN LAKE IMPROVEMENT DIST.	\$	5,472.95
CITY OF BERTHA	\$	93,201.59
CITY OF BROWERVILLE	\$	121,486.60
CITY OF BURTRUM	\$	9,746.09
CITY OF CLARISSA	\$	83,817.25
CITY OF EAGLE BEND	\$	145,929.26
CITY OF GREY EAGLE	\$	59,247.61
CITY OF HEWITT	\$	24,118.82
CITY OF LONG PRAIRIE	\$	639,124.64
CITY OF OSAKIS	\$	94,372.69
CITY OF STAPLES	\$	488,780.30
CITY OF WEST UNION	\$	5,367.44
REGION V DEVELOPMT COMMISSION	\$	10,729.11
SAINT PAUL PORT AUTHORITY	\$	8,737.12
SAUK RIVER WATER SHED DISTRICT	\$	44,341.08
SCHOOL DISTRICT 213	\$	345,025.84
SCHOOL DISTRICT 2155	\$	2,374.58
SCHOOL DISTRICT 2170	\$	635,740.90
SCHOOL DISTRICT 2753	\$	863,357.19
SCHOOL DISTRICT 486	\$	220,559.23
SCHOOL DISTRICT 740	\$	55,104.29
SCHOOL DISTRICT 743	\$	614,816.85
SCHOOL DISTRICT 786	\$	196,681.73
SCHOOL DISTRICT 786-DEBT DIST 86	\$	10,373.15
SCHOOL DISTRICT 787	\$	340,084.27
SCHOOL DISTRICT 818	\$	13,361.06



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TOWN OF BARTLETT	\$	19,745.83
TOWN OF BERTHA	\$	20,351.89
TOWN OF BIRCHDALE	\$	89,872.72
TOWN OF BRUCE	\$	68,010.50
TOWN OF BURLEENE	\$	18,536.66
TOWN OF BURNHAMVILLE	\$	71,891.54
TOWN OF EAGLE VALLEY	\$	22,397.31
TOWN OF FAWN LAKE	\$	52,939.68
TOWN OF GERMANIA	\$	15,192.51
TOWN OF GORDON	\$	83,213.85
TOWN OF GREY EAGLE	\$	90,599.08
TOWN OF HARTFORD	\$	52,341.19
TOWN OF IONA	\$	15,807.74
TOWN OF KANDOTA	\$	42,229.53
TOWN OF LESLIE	\$	64,148.12
TOWN OF LITTLE ELK	\$	25,093.93
TOWN OF LITTLE SAUK	\$	45,531.27
TOWN OF LONG PRAIRIE	\$	51,501.17
TOWN OF MORAN	\$	28,388.54
TOWN OF REYNOLDS	\$	21,619.15
TOWN OF ROUND PRAIRIE	\$	38,840.07
TOWN OF STAPLES	\$	68,286.54
TOWN OF STOWE PRAIRIE	\$	32,548.42
TOWN OF TURTLE CREEK	\$	25,469.57
TOWN OF VILLARD	\$	61,833.60
TOWN OF WARD	\$	40,495.11
TOWN OF WEST UNION	\$	17,460.06
TOWN OF WYKEHAM	\$	29,086.83
5 PAYMENTS LESS THAN 2000	\$	3,404.08
CELLEBRITE USA CORP	\$	6,100.00
EAST OTTER TAIL SOIL & WATER CONS DIST	\$	8,189.33
EBSO INC	\$	262,265.51
HEALTH PARTNERS DENTAL	\$	6,892.05
NORTHERN STAR COOP	\$	2,923.32
NOW MICRO INC	\$	3,758.60
TODD CO AGRICULTURAL SOC.	\$	6,227.15
TODD CO AUD-TREAS	\$	7,294.54
VERIZON	\$	5,811.07
WEX BANK-SINCLAIR	\$	3,038.81
ZIMMERMAN/JOSEPH	\$	24,375.00
22 PAYMENTS LESS THAN 2000	\$	12,457.17
MN DEPT OF REVENUE	\$	70,576.13
US BANK	\$	11,184.90
MN DEPT OF REVENUE	\$	3,959.00
MN DEPT OF REVENUE	\$	502,209.05
7 PAYMENTS LESS THAN 2000	\$	4,606.21
TOTAL	\$	9,210,502.77



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COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
CENTRAL APPLICATORS INC	\$ 12,127.92
CENTRAL STATES WIRE PROD INC	\$ 4,396.75
EMERGENCY AUTOMOTIVE TECH	\$ 2,250.06
IDEAL CONSTRUCTION LLC	\$ 2,607.15
LIBERTY TIRE SERVICES LLC	\$ 3,150.14
LITTLE FALLS MACHINE INC	\$ 4,391.59
LONG PRAIRIE LEADER	\$ 4,801.50
M-R SIGN COMPANY INC	\$ 8,411.05
TODD SOIL & WATER CONS DIST	\$ 99,158.00
WADENA ASPHALT CO	\$ 5,800.00
71 PAYMENTS LESS THAN 2000	\$ 29,418.27
Total:	\$ 176,512.43

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
MORRISON CO PUBLIC HEALTH SERV	\$ 3,372.88
PERISH/ALAN	\$ 2,837.92
TAYLOR FUNERAL HOME - STAPLES	\$ 3,500.00
106 PAYMENTS LESS THAN 2000	\$ 34,471.44
Total:	\$ 44,182.24

VENDOR NAME	AMOUNT
DHS - ANOKA METRO RTC - 412	\$ 63,180.00
DHS - MSOP - MN SEX OFFENDER PROGRAM	\$ 5,748.00
DHS - ST PETER RTC - 472	\$ 14,388.00
HEARTLAND GIRLS RANCH	\$ 10,432.00
MID MINNESOTA DRUG TESTING INC	\$ 2,453.00
MORTH HOMES CHILDREN & FAMILY SERVICES	\$ 20,632.64
PRAIRIE LAKE YOUTH PROGRAMS	\$ 9,800.00
WEST CENTRAL REG JUVENILE CTR	\$ 9,757.00
24 PAYMENTS LESS THAN 2000	\$ 15,421.81
Total:	\$ 151,812.45

On a motion by Noska and second by Denny, the preceding minutes of the County Board meeting held November 7th, 2023 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on November 21st, 2023.

Witness my hand and seal:


Randy Neumann, County Board Chairperson


Denise Gaida, Todd County Auditor-Treasurer

