



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
December 7th, 2023*

Moment of Silence

Chair Neumann provided information regarding the recent car accident that himself, Commissioner Becker and Auditor-Treasurer Gaida were involved in on Wednesday, December 6th, 2023 in which they were able to walk away from and another citizen involved passed away from due to injuries sustained.

Chair Neumann held a moment of silence to honor the memory of retired State Representative John Poston who served Todd County.

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 December, 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 Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: To adopt the agenda as presented with addition of item 9.3 Contract with Morrison County Health & Human Services.

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for November 21st, 2023 as presented.

GAMBLING PERMIT – NWTf STRUTTIN BLACKBEARDS

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the NWTf Struttin Blackbeards through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the NWTf Struttin Blackbeards to hold a raffle event at the Clarissa Ballroom in Eagle Valley Township at the address 19281 Kotter Road, Clarissa, MN on February 3rd, 2024.

AMBLING PERMIT – SAUK VALLEY GOBBLERS

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Sauk Valley Gobblers through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Sauk Valley Gobblers to hold a bingo raffle event at the Diamond Point Steakhouse in Birchdale Township at the address 12867 Bayview Dr, Sauk Centre, MN on February 24th, 2023.

Accept the retirement of Karl Pung, Assistant to the Engineer effective 01/31/2024.

To approve Candace Perish to fill the open Public Works Accountant position at Grade 9 - Step 9 at \$32.72/hour with a start date of 12/21/2023.

Hire Ross Bollin for the PT Correctional Officer start date TBD at a pay rate of \$21.89 Grade 6 step 1.



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Auditor-Treasurer

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the November 2023 Auditor Warrants number (ACH) 903630 through 903717 in the amount of \$2,016,277.61 (Manual) 896 through 907 in the amount of \$121,044.06 and (Regular) 241782 through 241897 in the amount of \$747,176.46 for a total of \$2,884,498.13.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 402901 through 402925 in the amount of \$89,125.70 and (Regular) 57536 through 57573 in the amount of \$77,350.96 for a total of \$166,476.66.

On motion by Byers 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) 804767 through 804798 and (Regular) 711279 through 711328 for a total of \$41,202.23.

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) 601106 through 601110 and (Regular) 517604 through 517616 for a total amount of \$40,913.60.

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve to reschedule the December 26th, 2023 year-end board meeting to December 28th, 2023.

Finance Committee

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

FISCAL YEAR 2024 FUNDING REDUCTION TO THE NEW LONG PRAIRIE SHOP SAVINGS ACCOUNT

WHEREAS, on July 1st, 2014, the Todd County Board of Commissioners approved a resolution that created a dedicated savings account for the sole purpose of the construction of a new Long Prairie Public Works Shop with annual deposits funded at no less than a minimum of \$200,000 annually until the construction of the new Long Prairie Shop is completed, and;

WHEREAS, the Todd County Board of Commissioners adopted funding reductions for FY2015 via BA #20141202-11, FY2016 via BA #20151103-18 and FY2018 via BA #20170919-04 which reduced the annual funding for the Long Prairie Shop Savings Account for these years, and;

WHEREAS, on September 19th, 2017, the Todd County Board of Commissioners adopted a restructuring of the funding plan for the future construction of a new Public Works Long Prairie Shop to include the resolve that future annual deposits be sourced from and remain within Fund 01-General Revenue at no less than a minimum of \$219,000 annually until the construction of the new Long Prairie Public Works Shop is completed or other direction is passed by the County Board, and;



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WHEREAS, during the preparation of the County's Fiscal Year 2024 Budget it was determined that reduction of the required annual savings deposit to \$0 would be in the best interest of the county to reduce the overall financial impact to the County's local levy.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby reduce the required annual \$219,000 deposit to the New Long Prairie Shop Savings Account to \$0 for Fiscal Year 2024 only.

Public Works

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

FINAL PAYMENT AUTHORIZATION – 2023 GRAVEL SURFACING CONTRACT

WHEREAS, the contract with Sanders Construction, Inc. for a 2023 Gravel Surfacing Contract known as CP 23:60, CP 23:87, CP 23:95 and CP 23:97 located on County Road 60, County Road 87, County Road 95 and County Road 97 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 \$339,698.13, and;

WHEREAS, partial payments amounting to \$322,713.22 have been previously been made to the contractor as work progressed, and;

WHEREAS, it has been determined that \$16,984.91 still remains to be paid to Sanders Construction, Inc.

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.

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

2024 Master Bridge Priority Replacement List

WHEREAS, Todd County has determined that the attached list of bridge on County State Aid Highways, County Roads, Township Roads, and Municipal Streets are either listed as structurally deficient or are a high priority for removal and replacement within the immediate future, and;

WHEREAS, local roads play an essential role in the overall state transportation network and local bridges are a critical component of the local road system, and;

WHEREAS, State support for the replacement of bridges continues to be crucial to maintaining the integrity of the local road system and is necessary funding source for the County, Townships, and Municipalities to proceed with replacements of the bridges on the attached list, and;

WHEREAS, Todd County intends to proceed with the replacement of these bridges as soon as either State Transportation Bond Funds or State Townbridge Funds become available.



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NOW, THEREFORE BE IT RESOLVED, that Todd County commits that it will proceed with the replacement of these listed bridges immediately after being notified of the availability of State Transportation Bond Funds or State Townbridge Funds.

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

RESOLUTION OF SUPPORT FOR AND AGREEMENT TO SPONSOR BIRCHDALE TOWNSHIP'S PURSUIT OF 2023 LOCAL ROAD IMPROVEMENT PROGRAM FUNDING APPLICATION FOR THE ALCOTT DRIVE RECLAMATION PROJECT

WHEREAS, the existing pavement is in poor condition and in need of rehabilitation along Alcott Drive, and:

WHEREAS, \$102.967 million in Local Road Improvement Program funding is available through the State of Minnesota, with a cap of \$1.5 million for each project, and applies towards projects on local roads that are regionally significant, result in safety improvements, address transportation deficiencies, and contribute to economic development; and

WHEREAS, Birchdale Township is interested in applying for funding for implementation of the Local Road Improvement Program for a project that provides critical repair of Alcott Drive located in Birchdale Township, and;

WHEREAS, it is essential to invest in Alcott Drive to maintain its functionality as a critical link to the local community, as it provides access to at least three lake resorts, offers the sole access route for residents residing along the lakeshore, serves as a crucial connection between two state highways, and plays a vital role in the protection of a historic monument and a waterfowl production area;

WHEREAS, Grant funding for the reclamation of Alcott Drive would allow Birchdale Township to address the road's deteriorating condition and ensure its continued viability for the benefit of its residents, visitors, and the surrounding environment and;

WHEREAS, the Local Road Improvement Program (LRIP) requires a township, such as Birchdale Township, that is not a State Aid entity, to have a county sponsor to support the application and act as a fiscal agent on the behalf of Birchdale Township; and

WHEREAS, Birchdale Township has requested by resolution that Todd County act as the Project Sponsor and Fiscal Agent, as required by the Local Road Improvement Program (LRIP), for the City's LRIP funding application and the associated project for the Alcott Drive Reclamation Project.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby support Birchdale Township's pursuit of Local Road Improvement Program (LRIP) Funding for the Reclamation of Alcott Drive Project.

BE IT FURTHER RESOLVED that the Todd County Board of Commissioners does hereby agree to sponsor Birchdale Township's Local Road Improvement Program application to MnDOT and act as the City's fiscal agent for this project if it is funded.



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On motion by Becker and second by Byers, the following motion was introduced and adopted by unanimous vote: To approve attached Budget Request Form to carry forward \$81,730.08 in Retiree Severance Funds within Fund 03 Public Works to the 2024 Budget year.

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve attached Budget Request Form to carry forward \$300,946.71 in Capital Expenditure Funds within Fund 03 Public Works to the 2024 Budget year.

Planning & Zoning

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

RESOLUTION TO ADOPT AND IMPLEMENT THE SAUK RIVER COMPREHESIVE WATERSHED MANAGEMENT PLAN 2024-25 BIENNIAL WORKPLAN

WHEREAS, Todd County adopted the Sauk River Comprehensive Watershed Management Plan (CWMP) for the area of the county identified within the Sauk River Watershed.

WHEREAS, the Sauk River CWMP called for the development and adoption of biennial work plans, to be completed by a Policy Committee established via the execution of a joint powers collaborative agreement amongst partnering entities implementing the Sauk River CWMP.

WHEREAS, Todd County entered into a joint powers collaborative agreement with partnering entities to implement the Sauk River CWMP, and under this agreement a Policy Committee was established to, amongst other duties, review and recommend approval biennial work plans to collaborative partner's governing boards.

WHEREAS, Todd County has received notice from said Policy Committee that: 1) the 2024-25 Biennial Workplan has been reviewed and 2) the Policy Committee recommends approval of the same by each collaborative member's governing board.

NOW, THEREFORE, BE IT RESOLVED, Todd County hereby adopts and will begin implementation of the Sauk River CWMP 2024-25 Biennial Workplan.

Health & Human Services

On motion by Byers and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the 2024-2025 MFIP Biennial Service Agreement for program administration by Todd County.

On motion Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: To authorize the hiring of one social worker to provide Childrens' Mental Health-Targeted Case Management.

On motion by Noska and second by Byers, the following motion was introduced and adopted by unanimous vote: To approve the attached Child Care Assistance Program Services Contract with Morrison County Health & Human Services.



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County Auditor-Treasurer's Report

The County Auditor-Treasurer reported on attending the AMC Conference, preliminary audit preparations are being made and discussion regarding Commissioner Committee assignments will be brought to the December 19th worksession.

County Commissioner's Report

The Commissioners reported on meetings and events attended.
Commissioner Denny attended the GRRL policy meetings.
Commissioner Becker attended the AMC Conference with multiple sessions.
Commissioner Noska attended the TCDC meeting with a new director hire moving forward.
Commissioner Neumann attended the AMC Conference with multiple sessions, Sauk River Watershed, CPT, TNT Hearing, Personnel and MRC meetings.
Commissioner Byers attended the AMC Conference with multiple sessions.

County Coordinator's Report

The County Coordinator attended the Sourcewell, Wellness, Personnel, TNT Hearing, HRA Aid, Land Offices, Finance and Interview meetings.

Recess

Chair Neumann recessed the meeting until December 19, 2023.

AUDITOR WARRANTS	
VENDOR NAME	AMOUNT
BURSKI EXCAVATING INC	\$ 94,716.43
DELL MARKETING L.P.	\$ 13,763.06
HEALTH PARTNERS DENTAL	\$ 6,999.74
LONG PRAIRIE OIL COMPANY	\$ 9,015.55
LONG PRAIRIE SANITATION INC	\$ 6,400.74
MN DEPT OF FINANCE	\$ 6,739.00
RAHN'S OIL & PROPANE	\$ 2,433.43
SHIRLEY'S GAS & GROCERIES INC	\$ 3,528.09
STAPLES ADVANTAGE	\$ 3,036.73
TRIMIN SYSTEMS INC	\$ 14,598.00
VEOLIA ENVIRONMENTAL SERVICES LLC	\$ 3,212.96
VOYANT COMMUNICATIONS, LLC	\$ 3,530.15
WIDSETH SMITH NOLTING INC	\$ 4,432.50
22 PAYMENTS LESS THAN 2000	\$ 8,751.94
BCI CONSTRUCTION INC	\$ 176,218.40
BOYER FORD TRUCKS INC	\$ 130,516.82
CENTRA CARE	\$ 11,532.50
COUNTIES PROVIDING TECHNOLOGY	\$ 5,629.00
JAMES/BARBARA	\$ 37,500.00
KERN/SHANE & BRIANNA	\$ 21,250.00
MINNESOTA POWER	\$ 14,591.58
MINNESOTA UI	\$ 10,759.98
NATIONAL BUSINESS FURNITURE, LLC	\$ 2,648.07



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PETERS LAW OFFICE, P.A.	\$	6,798.00
SEIFERT/RICHARD	\$	5,000.00
TOWN OF BURNHAMVILLE	\$	4,496.12
WONDERLICH/SCOTT A	\$	7,458.00
31 PAYMENTS LESS THAN 2000	\$	9,967.30
AVI SYSTEMS	\$	7,873.61
BECKER/RAYMOND & DIANE	\$	8,108.58
CARD SERVICES COBORNS	\$	2,467.07
CASS COUNTY HWY DEPT	\$	6,891.44
CENTERPOINT ENERGY	\$	2,124.60
CITY OF LONG PRAIRIE	\$	25,423.23
FLEET SERVICES/WEX BANK	\$	8,728.37
GALLAGHER BENEFIT SERVICES INC	\$	11,825.00
INNOVATIVE OFFICE SOLUTIONS, LLC	\$	4,068.70
KERN/SHANE & BRIANNA	\$	3,750.00
LONG PRAIRIE OIL COMPANY	\$	29,108.46
MORRISON COUNTY	\$	70,266.20
NORTHERN STAR COOP	\$	3,691.47
PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH	\$	86,883.00
RAMSTAD/INGRID	\$	8,950.00
STEP	\$	11,292.35
39 PAYMENTS LESS THAN 2000	\$	20,975.62
KNIFE RIVER CORP	\$	310,474.07
WEX BANK-SINCLAIR	\$	2,873.18
12 PAYMENTS LESS THAN 2000	\$	5,975.45
CITY OF BERTHA	\$	14,856.81
CITY OF BROWERVILLE	\$	24,154.13
CITY OF CLARISSA	\$	9,143.62
CITY OF EAGLE BEND	\$	9,033.39
CITY OF GREY EAGLE	\$	11,660.15
CITY OF HEWITT	\$	5,558.11
CITY OF LONG PRAIRIE	\$	51,697.20
CITY OF OSAKIS	\$	16,186.70
CITY OF STAPLES	\$	63,466.87
REGION V DEVELOPMT COMMISSION	\$	3,371.01
SAUK RIVER WATER SHED DISTRICT	\$	10,961.32
SCHOOL DISTRICT 213	\$	84,330.70
SCHOOL DISTRICT 2170	\$	112,419.58
SCHOOL DISTRICT 2753	\$	205,375.46
SCHOOL DISTRICT 486	\$	49,734.03
SCHOOL DISTRICT 740	\$	6,994.95
SCHOOL DISTRICT 743	\$	133,137.63
SCHOOL DISTRICT 786	\$	64,794.27
SCHOOL DISTRICT 786-DEBT DIST 86	\$	3,263.60
SCHOOL DISTRICT 787	\$	106,232.99
SCHOOL DISTRICT 818	\$	9,375.88
TOWN OF BARTLETT	\$	9,536.96



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TOWN OF BERTHA	\$	18,273.62
TOWN OF BIRCHDALE	\$	19,986.53
TOWN OF BRUCE	\$	24,645.86
TOWN OF BURLEENE	\$	13,332.46
TOWN OF BURNHAMVILLE	\$	18,599.27
TOWN OF EAGLE VALLEY	\$	17,336.48
TOWN OF FAWN LAKE	\$	10,184.39
TOWN OF GERMANIA	\$	11,645.93
TOWN OF GORDON	\$	26,857.31
TOWN OF GREY EAGLE	\$	15,929.53
TOWN OF HARTFORD	\$	32,122.77
TOWN OF IONA	\$	20,623.66
TOWN OF KANDOTA	\$	11,261.72
TOWN OF LESLIE	\$	15,856.93
TOWN OF LITTLE ELK	\$	7,764.64
TOWN OF LITTLE SAUK	\$	20,103.72
TOWN OF LONG PRAIRIE	\$	21,931.20
TOWN OF MORAN	\$	16,327.72
TOWN OF REYNOLDS	\$	18,456.05
TOWN OF ROUND PRAIRIE	\$	36,060.91
TOWN OF STAPLES	\$	15,152.12
TOWN OF STOWE PRAIRIE	\$	17,859.13
TOWN OF TURTLE CREEK	\$	5,596.88
TOWN OF VILLARD	\$	10,587.36
TOWN OF WARD	\$	27,581.52
TOWN OF WEST UNION	\$	20,523.07
TOWN OF WYKEHAM	\$	20,975.18
7 PAYMENTS LESS THAN 2000	\$	5,318.26
MN DEPT OF REVENUE	\$	55,783.39
US BANK	\$	6,136.61
MN DEPT OF REVENUE	\$	4,293.00
MN DEPT OF REVENUE	\$	50,871.44
10 PAYMENTS LESS THAN 2000	\$	3,959.62
TOTAL	\$	2,884,498.13

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
AMAZON CAPITAL SERVICES	\$ 3,023.01
CARGILL SALT DIVISION	\$ 40,086.69
CARR'S TREE SERVICE, INC.	\$ 2,437.50
DLT SOLUTIONS INC	\$ 2,961.80
FORUM COMMUNICATIONS PRINTING	\$ 7,398.31
G S EQUIPMENT INC	\$ 2,350.00
KRIS ENGINEERING INC	\$ 6,629.01
M-R SIGN COMPANY INC	\$ 5,919.56
POMP'S TIRE SERVICE INC	\$ 11,830.20
TRUENORTH STEEL INC	\$ 62,383.70



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53 PAYMENTS LESS THAN 2000	\$ 21,456.88
Total:	\$ 166,476.66

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
BRENNY FUNERAL CHAPEL-STAPLES	\$ 3,500.00
DHS - SWIFT	\$ 3,128.65
FRESHWATER EDUCATION DISTRICT 6004	\$ 9,969.00
INNOVATIVE OFFICE SOLUTIONS, LLC	\$ 2,875.65
PERISH/ALAN	\$ 2,064.32
77 PAYMENTS LESS THAN 2000	\$ 19,664.61
Total:	\$ 41,202.23

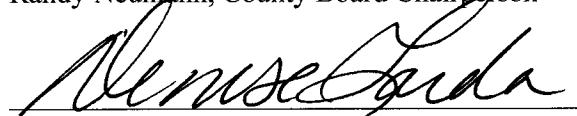
VENDOR NAME	AMOUNT
MID MINNESOTA DRUG TESTING INC	\$ 2,451.00
PINEHAVEN YOUTH AND FAMILY SRVS INC	\$ 15,062.73
RESOURCE TRAINING AND SOLUTIONS	\$ 2,242.40
WEST CENTRAL REG JUVENILE CTR	\$ 14,124.00
24 PAYMENTS LESS THAN 2000	\$ 7,033.47
Total:	\$ 40,913.60

On a motion by Becker and second by Byers, the preceding minutes of the County Board meeting held December 7th, 2023 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on December 19th, 2023.

Witness my hand and seal:



Randy Neumann, County Board Chairperson



Denise Gajda, Todd County Auditor-Treasurer

