



WHERE THE FOREST MEETS THE PRAIRIE

# Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on  
January 2<sup>nd</sup>, 2024*

**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 2<sup>nd</sup> day of January, 2024 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.

**Board Organization**

On nomination by Noska with no other nominations, the following was introduced and adopted by unanimous vote: To appoint Commissioner Becker as the Chairperson of the Todd County Board of Commissioners for 2024 proceedings.

On nomination by Noska with no other nominations, the following was introduced and adopted by unanimous vote: To appoint Commissioner Neumann as the Vice-Chairperson of the Todd County Board of Commissioners for 2024 proceedings.

**Consent Agenda**

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

To approve the Todd County Board of Commissioner's Meeting Minutes for December 28<sup>th</sup>, 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 Hub Supper Club in Burnhamville Township at the address 30905 County 13, Burtrum, MN on March 2<sup>nd</sup>, 2024.

To hire Crystal Woznick to fill the open Social Worker position. Grade 10, Step 2 at \$28.91/hr. Start date: TBD

**Todd Wadena-Community Corrections**

On motion by Noska and second by Neumann, the following motion was introduced and adopted by unanimous rollcall vote: To appoint Commissioner Becker and Commissioner Noska to the TWCC Advisory and Executive Committees.

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

**RESOLUTION APPOINTING MEMBERSHIP  
Todd-Wadena Community Corrections  
2024**

This is a resolution appointing membership to the Todd-Wadena Community Corrections Executive Committee and Advisory Board.



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**WHEREAS**, In accordance with MN Statutes Chapter 401, in 1976 Todd and Wadena Counties entered into a joint powers agreement and established Todd-Wadena Community Corrections, and

**WHEREAS**, Membership of the Todd-Wadena Community Corrections Executive Committee and Advisory Board needs to be appointed by the Boards of Commissioners in Todd and Wadena Counties, and

**THEREFORE, IT IS RESOLVED** that the members of the Todd-Wadena Community Corrections Executive Committee are appointed as follows:

1. Barbara Becker, Todd County Commissioner
2. Lew Noska, Todd County Commissioner
3. \_\_\_\_\_, Wadena County Commissioner
4. \_\_\_\_\_, Wadena County Commissioner
5. Kyra Ladd, Wadena County Attorney
6. Jane Gustafson, Assistant Todd County Attorney

**BE IT FURTHER RESOLVED** that the members of the Todd-Wadena Community Corrections Advisory Board are appointed as follows:

1. Barbara Becker, Todd County Commissioner
2. Lew Noska, Todd County Commissioner
3. \_\_\_\_\_, Wadena County Commissioner
4. \_\_\_\_\_, Wadena County Commissioner
5. Mike Allen, Todd County Sheriff
6. Donald Asmus, Todd County Citizen Member
7. Honorable Daniel A. Benson, District Court Judge
8. Melissa Birkholtz, Police Chief
9. Michael D. Carr, Wadena County Sheriff
10. Honorable Douglas Clark, District Court Judge
11. Johanna Diaz Torres, Ethnic/Minorities Representative
12. Alison Francis, Victims Services Representative
13. Jane Gustafson, Assistant Todd County Attorney
14. Heidi Heino, Wadena County Education Representative
15. Erica Keppers, Wadena County Public Health Director
16. Kyra Ladd, Wadena County Attorney
17. Katherine Langer, Todd-Wadena Community Corrections Director
18. Sheldon Monson, Wadena County Citizen Member
19. Chris Myhro, Career Corrections Agent
20. Jackie Och, Todd County Health and Human Services Director
21. Jason Sellnow, Todd County Public Defender
22. Josiah Tonder, Todd County Citizen Member
23. Sarah Urbach, Todd-Wadena Community Corrections Supervisor
24. Lane Waldahl, Wadena County Citizen Member

### Auditor-Treasurer

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous rollcall vote: To approve the December 2023 Auditor Warrants number (ACH) 903718 through 903773 in the amount of \$532,325.68 (Manual) 908 through 916 in the amount of \$67,418.78 and (Regular) 241898 through 242044 in the amount of \$1,392,742.89 for a total of \$1,992,487.35.

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



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**A RESOLUTION DESIGNATING AN OFFICIAL NEWSPAPER FOR 2024**

**WHEREAS**, Minnesota Statutes Chapter 375.12 requires the annual letting of bids for publication of official proceedings of the County Board and similar statutes require the publication of delinquent tax lists, County Financial Statements, and local transportation project bid advertisements, and;

**WHEREAS**, pursuant to advertisement bids were opened to be designated for those parties interested in being named as the official newspaper for Todd County on January 2, 2024.

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners accept the bid from Long Prairie Leader, with a bid of \$18.00 per column inch to be the Official Newspaper for the year 2024 and;

**BE IT FURTHER RESOLVED**, that the Todd County website ([www.co.todd.mn.us](http://www.co.todd.mn.us)) be also designated as an official publication for all statutory requirements.

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

**A RESOLUTION DESIGNATING AN EXTRA PUBLICATION NEWSPAPER FOR 2024**

**WHEREAS**, Minnesota Statutes Chapter 375.12 requires the annual letting of bids for publication of official proceedings of the County Board and similar statutes require the publication of delinquent tax lists, County Financial Statements, and local transportation project bid advertisements, and;

**WHEREAS**, pursuant to advertisement bids were opened to be designated for those parties interested in being named as the extra publication newspaper for Todd County on January 2, 2024.

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners accept the bid from Long Prairie Leader with a bid of \$12.00 per column inch to be the Extra Publication Newspaper for the year 2024.

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

**A RESOLUTION ESTABLISHING THE  
2024 TODD COUNTY BOARD OF COMMISSIONERS BOARD PROTOCOL**

(Copy of full resolution language available in the Auditor-Treasurer's Office for public inspection.)

On motion by Noska and second by Neumann, the following motion was introduced and adopted by unanimous vote: To approve to continue to hold the Todd County Board of Commissioner's Meetings on the first and third Tuesday of every month at 9:00 a.m. in the Todd County Historic Courthouse and Worksession designated by the Board Chairperson or three members of the County Board as deemed necessary. The County Board also approves that the November 5th, 2024 meeting be moved to November 4th, 2024; that the December 3rd, 2024 meeting be moved to December 6th, 2024; and that the year-end board meeting be scheduled for December 30th, 2024.

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

**A RESOLUTION ESTABLISHING  
THE COMMISSIONER'S COMMITTEE ASSIGNMENTS FOR 2024**



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**WHEREAS**, The County Commissioners have wide ranging and diverse responsibilities, and;

**WHEREAS**, it is necessary for Commissioners to be assigned to Committees for the purposes of advocating for the County, and to effectively complete the work of the County.

**NOW, THEREFORE BE IT RESOLVED**, that the attached Committee Roster (Attachment 1) is hereby adopted as the County Commissioners' Committee Assignments for 2024 and will remain on file in the Auditor-Treasurer's Office.

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

**DESIGNATION OF DEPOSITORY, INVESTMENTS & ELECTRONIC FUNDS TRANSFERS**

**WHEREAS**, Minnesota Statute § 118A.02, subdivision 1 (a) states "The governing body of each government entity shall designate, as a depository of its funds, one or more financial institutions." and;

**WHEREAS**, in accordance with Minnesota Statute § 118A.01 through § 118A.08, the County Board of Commissioners has the official role to authorize the County Auditor/Treasurer to select depositories & make investments of funds under Minnesota Statute § 118A.01 to 118A.08 or other applicable law for and on behalf of the County of Todd and;

**WHEREAS**, in accordance to Minnesota Statute § 385.07, the County Board of Commissioners has the official role to authorize the County Auditor/Treasurer the use electronic funds transfers where deemed appropriate, expeditious and in the best interest of the County of Todd.

**NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners authorize the Todd County Auditor/Treasurer to select depositories & make investments in accordance to Minnesota Statute § 118A.01 through § 118A.08 where the following financial institutions are currently in place:

- American Heritage National Bank
- CETERA Investments managed through American Heritage National Bank
- Minnesota National Bank
- Gold Sweep Investments managed through Minnesota National Bank
- Moreton Capital Markets, LLC
- US Bank
- MAGIC Fund

**BE IT FURTHER RESOLVED**, that the Todd County Board of Commissioners authorize the Todd County Auditor/Treasurer the use of electronic funds transfers where deemed appropriate, expeditious and in the best interest of Todd County.

**County Auditor-Treasurer's Report**

The County Auditor-Treasurer reported that year end reporting preparation is underway and the Presidential Nomination Primary election season is coming soon.



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## County Coordinator's Report

The County Coordinator reported that the County has been officially awarded the Cultural & Heritage Grant for \$395,000 from the MN Historical Society after many years of hard work in preparation.

## County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Denny attended the GRRL, Prairie Lakes and Emergency Services meetings and his family welcomed a new baby during the holiday break.

Commissioner Becker commended Commissioner Neumann on 20 years of service as a Todd County Commissioner and thanked him for his service.

Commissioner Noska has no new reports at this time.

Commissioner Neumann extended thanks to the department heads for support during the 2023 year.

Commissioner Byers has no new reports at this time.

## Recess

Chairperson Becker recessed the meeting until January 16, 2024.

AUDITOR WARRANTS		
VENDOR NAME		AMOUNT
MN DOR	\$	54,030.96
US BANK	\$	4,341.58
MN DOR	\$	5,302.00
7 PAYMENTS LESS THAN 2000	\$	3,744.24
CLIFTON LARSONALLEN, LLP	\$	29,221.50
EBSO INC	\$	267,734.84
HEALTH PARTNERS DENTAL	\$	7,143.32
LONG PRAIRIE OIL COMPANY	\$	5,651.55
LONG PRAIRIE SANITATION INC	\$	4,673.25
MASWCD	\$	2,695.00
MAUS/JOE & DIANE	\$	24,500.00
MID STATES ORGANIZED CRIME	\$	5,340.00
ORTIZ AMBRIZ/JOSE	\$	13,800.00
OTTER TAIL CO SOLID WASTE DEPT	\$	32,442.68
TODD CO AUD-TREAS	\$	5,831.54
TRITECH SOFTWARE SYSTEMS	\$	32,339.66
VERIZON	\$	5,881.41
21 PAYMENTS LESS THAN 2000	\$	13,778.30
CENTRA CARE	\$	11,532.50
COUNTIES PROVIDING TECHNOLOGY	\$	5,629.00
GALLAGHER BENEFIT SERVICES INC	\$	2,000.00
INFORMATION SYSTEMS CORPORATION	\$	29,716.00
MN DEPT OF FINANCE	\$	5,596.50
MORRISON COUNTY	\$	36,403.84
PETERS LAW OFFICE, P.A.	\$	7,986.00
PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH	\$	86,883.00
RJ CONTRACTING & REMODELING LLC	\$	10,760.22



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SANDERS CONSTRUCTION, INC	\$	16,984.91
SHIRLEY'S GAS & GROCERIES INC	\$	5,791.85
STAPLES ADVANTAGE	\$	3,136.75
STEP	\$	11,002.81
SUERO/LEURY	\$	2,100.00
TRIMIN SYSTEMS INC	\$	19,955.00
VOYANT COMMUNICATIONS, LLC	\$	3,397.25
WIDSETH SMITH NOLTING INC	\$	4,533.36
21 PAYMENTS LESS THAN 2000	\$	12,445.29
APEX EQUIPMENT LLC	\$	78,546.00
ASSOC OF MN COUNTIES	\$	2,175.00
BCI CONSTRUCTION INC	\$	572,558.83
CARD SERVICES COBORNS	\$	4,612.63
CARDMEMBER SERVICE	\$	2,396.23
COOK/BYRON	\$	3,000.00
DOUGLAS SWCD	\$	2,437.04
FLEET SERVICES/WEX BANK	\$	7,468.38
KREEMER/JASON	\$	6,915.70
MINNESOTA POWER	\$	3,399.53
NORTHERN STAR COOP	\$	2,690.63
OTTER TAIL COUNTY TREASURER	\$	29,645.00
PAULZINE/NATHAN & JOAN	\$	3,515.70
REGENTS OF THE UNIV OF MN	\$	35,966.44
USPS-POC	\$	14,544.13
WESTBROCK/BRUCE	\$	5,735.53
WIDSETH SMITH NOLTING INC	\$	11,475.00
55 PAYMENTS LESS THAN 2000	\$	20,273.28
CENTERPOINT ENERGY	\$	2,620.42
CITY OF LONG PRAIRIE	\$	31,423.18
FRERICKS/CHRIS	\$	25,000.00
LONG PRAIRIE LEADER	\$	8,503.94
METRO SALES INC	\$	8,121.32
RAINBOW RIDER	\$	8,520.00
REINING/DANIEL	\$	27,504.15
RURAL MN CEP INC	\$	5,315.92
SOURCEWELL	\$	56,283.28
STOECKEL JAHNER INC	\$	25,000.00
TODD CO AGRICULTURAL SOC.	\$	2,798.67
TODD SOIL & WATER CONS DIST	\$	160,555.72
WEX BANK-SINCLAIR	\$	2,205.08
WIDSETH SMITH NOLTING INC	\$	7,032.13
45 PAYMENTS LESS THAN 2000	\$	19,942.38
<b>TOTAL</b>	<b>\$</b>	<b>1,992,487.35</b>



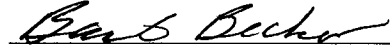
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On a motion by Noska and second by Neumann, the preceding minutes of the County Board meeting held January 2<sup>nd</sup>, 2024 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on January 16<sup>th</sup>, 2024.

Witness my hand and seal:

  
\_\_\_\_\_  
Barbara Becker, County Board Chairperson

  
\_\_\_\_\_  
Denise Gaida, Todd County Auditor-Treasurer

