



**BOARD OF COMMISSIONERS**  
*Special Board Meeting Agenda*

Monday, January 29, 2024

9:30 AM

*Meeting to be held in the County Board Room  
at the Historic Courthouse, 215 1st Ave S, Long Prairie, MN.*

**MEETING WILL BE LIVE-STREAMED AT: [HTTPS://WWW.CO.TODD.MN.US](https://www.co.todd.mn.us)**

***Public Comment Period: 8:45 a.m.***

***Agenda Item #***

***Agenda Time:***

<b>1</b>	<b>Call to Order and Roll Call</b>	9:30
<b>2</b>	<b>Pledge of Allegiance</b>	9:31
<b>3</b>	<b>Amendments to the Agenda</b>	9:32
<b>4</b>	<b>County Commissioners</b>	9:33
4.1	Coordinator Final Candidates and Final Interviews Steven Jones Andrew Wozniak (via Zoom) Jacqueline Bauer	
4.2	Coordinator Candidate Deliberations	

**Adjourn**



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

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# Board Action Form

**Requestor to Complete:**

<b>Type of Action Requested (Check one):</b>		<b>Board Action Tracking Number :</b> <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	<b>20240129-01</b>
<input type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

<b>Agenda Topic Title for Publication:</b>	<b>Coordinator Final Candidates and Final Interviews</b>
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Date of Meeting: 01/29/2024	Total Topic Time Requested: 3 hours
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Organization / Department Requesting Action: Todd County Board of Commissioners
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Person Presenting Topic at Meeting: Human Resources Manager Nellie Johnson
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<b>Background:</b> Supporting Documentation enclosed <input type="checkbox"/>
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The Todd County Board of Commissioners have requested a search be done for a County Coordinator. On 01/16/24 the Board of Commissioner selected finalists for the County Coordinator position. Interviews will be conducted with the 3 finalists.

**Options:**

1. Proceed with County Coordinator candidate final interviews as scheduled.
2. Do not proceed.

**Recommendation:**

The Todd County Board of Commissioners approves the following by Motion:  
To proceed with County Coordinator final interviews and reserve the right to hold another interview with select candidates if deemed necessary upon the conclusion of this interview schedule.

<i>Additional Information:</i>	<b>Budgeted:</b>	<b>Comments</b>
<b>Financial Implications: \$</b> <b>Funding Source(s):</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

**Auditor/Treasurer Archival Purposes Only:**

<b>Action Taken:</b>	<b>Voting in Favor</b>	<b>Voting Against</b>
Motion:	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
Second:	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Passed	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Failed	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Tabled	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
<input type="checkbox"/> Other:	Notes:	

**Official Certification**

STATE OF MINNESOTA }  
COUNTY OF TODD }  
I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal



WHERE THE FOREST MEETS THE PRAIRIE

**Todd County**  
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# Board Action Form

**Requestor to Complete:**

<b>Type of Action Requested (Check one):</b>		<b>Board Action Tracking Number :</b> <i>(Issued by Auditor/Treasurer Office)</i>
<input checked="" type="checkbox"/> Action/Motion	<input type="checkbox"/> Report	<b>20240129-02</b>
<input checked="" type="checkbox"/> Discussion	<input type="checkbox"/> Resolution	
<input type="checkbox"/> Information Item	<input type="checkbox"/> Other	

<b>Agenda Topic Title for Publication:</b>	<b>County Coordinator Candidate Deliberations</b>
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Date of Meeting: 01/29/2024	Total Topic Time Requested:
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Organization / Department Requesting Action: Todd County Board of Commissioners

Person Presenting Topic at Meeting: Human Resources Manager Nellie Johnson

**Background:** Supporting Documentation enclosed

The Todd County Board of Commissioners selected finalists for the County Coordinator position. Interviews were completed immediately preceding this action with each candidate and the Commissioners will hold a deliberation discussion.

**Options:**

1. Proceed with approving an offer to hire County Coordinator vacancy.
2. Proceed with third round of interviews.
3. Continue with the recruitment process for County Coordinator vacancy.

**Recommendation:**

The Todd County Board of Commissioners approves the following by Motion:

<i>Additional Information:</i>	<b>Budgeted:</b>	<b>Comments</b>
<b>Financial Implications: \$</b> <b>Funding Source(s):</b>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

**Auditor/Treasurer Archival Purposes Only:**

<b>Action Taken:</b>	<b>Voting in Favor</b>	<b>Voting Against</b>
Motion:	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker
Second:	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Passed	<input type="checkbox"/> Denny	<input type="checkbox"/> Denny
<input type="checkbox"/> Failed	<input type="checkbox"/> Noska	<input type="checkbox"/> Noska
<input type="checkbox"/> Tabled	<input type="checkbox"/> Byers	<input type="checkbox"/> Byers
<input type="checkbox"/> Other:	Notes:	

**Official Certification**

STATE OF MINNESOTA }  
 COUNTY OF TODD }  
 I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Auditor-Treasurer's Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:

Seal