



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Minutes of the Meeting of the Todd County Board of Commissioners held on March 19th, 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 19th day of March, 2024 at 9:00 AM. The meeting was called to order by Chairperson Becker. The meeting was opened with the Pledge of Allegiance. All Commissioners were present.

Approval of Agenda

On motion by Byers 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 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 March 5th, 2024 as presented.

To approve a one year Club On Sale & Sunday Liquor License for the American Legion #417 Oscar Jacobson Post (Little Sauk Legion) at the address of 16268 County 50, Long Prairie, MN in Little Sauk Township effective April 1, 2024 through March 31, 2025.

GAMBLING PERMIT – SOCIETY OF SAINT PIUS X

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Society of Saint Pius X; Long Prairie, MN Inc through this resolution; **NOW, THEREFORE BE IT RESOLVED**, that the Todd County Board of Commissioners approve a Gambling Permit for the Society of Saint Pius X; Long Prairie, MN Inc to hold a raffle event at the St John Vianney Chapel and Academy in Round Prairie Township at the address 18910 Ellipse Loop, Long Prairie, MN on August 11th, 2024.

To approve the termination of Employee #1037 effective 02/29/2024.

Accept Dillon Petersen's notice of resignation effective 03/21/2024.

Accept the resignation of Eric Dahl - part time boat and water effective October 9th, 2023.

To hire Victoria Hayes to fill the open Office Support Specialist II position. Grade 5 Step 9, \$26.56/hr. Start date: 3/20/2024

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) 403095 through 403127 in the amount of \$16,423.64 and (Regular) 57837 through 57876 in the amount of \$63,966.54 for a total of \$80,390.18.

On motion by Denny and second by Byers, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 805123 through 805185 and (Regular) 711693 through 711749 for a total of \$115,661.82.

On motion by Neumann 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) 601203 through 601229 and (Regular) 517741 through 517768 for a total amount of \$160,593.49.

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



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

**A RESOLUTION ESTABLISHING A RESTRICTED FUND BALANCE FOR THE POLICE
STATE AID 2023 ONE-TIME DISTRIBUTION**

WHEREAS, the 2023 omnibus tax bill included \$210 million in one-time public safety aid that was distributed on 12/26/2023 to cities and counties across the state, and;

WHEREAS, Todd County received \$712,940.00 from this one-time distribution, and;

WHEREAS, the omnibus bill provided stipulations regarding allowable uses for this one-time funding and;

WHEREAS, until allowable projects can be identified, the Sheriff's Office is requesting to establish a Restricted Fund Balance to carry forward these funds for use in 2024, and;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby authorize the County Auditor/Treasurer to create a Restricted Fund Balance account in Fund 01-201 with a balance of \$712,940.00 to track the allowable expenses for the Restricted Fund Balance of the one-time 2023 distribution of Police State Aid, effective 12-31-2023.

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

RESTRICT FUND BALANCE FOR PLANNING & ZONING GRANT PROGRAMS

WHEREAS, the Planning & Zoning Grant Revenues arrive prior to the year of planned activity, and;

WHEREAS, State Auditors recommendation is to approve by resolution a restricted fund balance on an annual basis for transparent financial reporting, and;

WHEREAS, the balance of the Planning & Zoning Grant Programs as of 12-31-2023 is \$103,472.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby authorize the County Auditor/Treasurer to Restrict Fund Balance for the Planning & Zoning Grant Programs for fiscal year ending 2023.

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

TRANSFER OF FUNDS OF ARP/SLFRF PROJECT EXPENSES

WHEREAS, Todd County has received funding via the Federal American Rescue Plan (ARP/SLFRF) Act, and;

WHEREAS, Todd County has used/expensed funds within the allotted timeframe indicated in the federal guidance terms, and;

WHEREAS, Todd County departments incurred qualifying expenses via the Federal ARP/SLFRF Act which were not able to be expensed directly to Fund 19-ARP/SLFRF and now necessitate realignment to the County Departments that incurred the initial eligible expense.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners hereby authorize the transfer of funds in the amount of \$4,480.30 from Fund 19-ARP/SLFRF to Fund 11-Human Services in the amount of \$4,480.30 to realign eligible ARP-SLFRF expenses to the County Departments where the support of the position’s expense occurred.

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote with Commissioner Neumann abstaining: To accept notification from the County Auditor and acknowledge receipt of the Petition for a Proposed Osakis Lake Improvement District.

On motion by Byers and second by Noska, the following motion was introduced and adopted by unanimous vote with Commissioner Neumann abstaining: To set the Joint County Proposed Osakis Lake Improvement District Public Hearing for Tuesday, April 16th, 2024 beginning at 6:00 p.m. at the Osakis School Auditorium.

On motion by Neumann and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve the waiving of the rental and utility fees for Browerville School Spring sports practice at the Todd County Expo Building from 4/1/24 through 5/31/24. This is use allowed due to the unexpected loss of the Browerville gym facility and construction timelines for the new facility to be realized.

Public Works

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

AWARD OF CONSTRUCTION CONTRACT FOR THE TODD COUNTY HISTORIC ROCKWALL AND EXTERIOR PLAZA PROJECT

WHEREAS, sealed bids were received on March 6th, 2024 by the Todd County Project Management Team for the Todd County Historic Rockwall and Exterior Plaza Project, and;

WHEREAS, the following sealed bids were received for the project’s base bid project area, which is primarily the north wall and steps (Phase 1):

Boulder Creek, Inc.	Willmar, Minnesota	\$674,254.00
Environmental Associates, Inc	Willmar, Minnesota	\$980,011.00

, and;

WHEREAS, the following bids were received for the project’s bid alternate area, which is primarily the west wall (Phase 2):

Boulder Creek, Inc.	Willmar, Minnesota	\$70,000.00
Environmental Associates, Inc	Willmar, Minnesota	\$212,227.00

, and;



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

WHEREAS, Todd County has received a Minnesota Historical and Cultural Resources Heritage Grant in the amount of \$395,000.00 to help fund the project's base bid area known as Phase 1, and;

WHEREAS, this project has been identified as a capital improvement project that is eligible for the use of the County's remaining ARPA (American Rescue Plan Act) Funds.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby accept and award a construction contract to Boulder Creek, Inc. of Willmar, Minnesota based on their low base bid of \$674,254.00.

NOW, THEREFORE BE IT ALSO RESOLVED, that the Todd County Board of Commissioners does hereby accept and approve the bid alternate from Boulder Creek, Inc. of Willmar, Minnesota of \$70,000.00 which would increase the total construction contract bid to \$744,254.00.

NOW, THEREFORE BE IT ALSO RESOLVED, that the Todd County Board of Commissioners does hereby authorize the use of the \$395,000.00 of Minnesota Historical and Cultural Resources Heritage Grant Funds and \$349,254.00 of ARPA Funds for the completion of Phase 1 and Phase 2 of the Todd County Historic Rockwall and Exterior Plaza Project with the understanding that any additional contingency funding needed for the project will be accessed from the existing Todd County Facilities Capital Improvement Fund.

On motion by Neumann and second by Noska, the following motion was introduced and adopted by unanimous vote: To approve the 2024 Battle Point Park Paving Project with ARPA Funds covering the cost of the new pavement.

Ditch/Ag Inspector

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

HOLD HARMLESS AGREEMENT – COUNTY DITCH 33 DITCH MAINTENANCE & INSTALL PRIVATE CROSSING

WHEREAS, John Yoder is requesting to maintain approximately 1360 feet of Lateral #10, and to install a private crossing, on CD33 that is located on his parcel 20-0035403. 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. Applicant is allowed to install a 36" culvert crossing. The culvert will be installed at original ditch bottom elevation.

NOW, THEREFORE BE IT RESOLVED, the Todd County Ditch Authority gives permission to John Yoder to maintain approximately 1360 feet of ditch and to install a 36" culvert crossing on Lateral #10 on CD33, located on his parcel 20-0035403, Reynolds Twp sections 32. This maintenance will be done at John Yoder's own expense.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote with Commissioner Byers abstaining: Acting as Ditch Authority, Request the Ditch Inspector to obtain another estimate, with a modified project, which includes tree removal only on the north side of ditch and leveling spoil only on the north side of ditch on original spoil piles.

County Attorney

On motion by Denny and second by Byers, the following motion was introduced and adopted by unanimous vote: Create and fund another Legal Assistant position within TCAO and post this position for hiring -- for internal and external applicants -- without delay.

Planning & Zoning

On motion by Byers and second by Denny, the following motion was introduced and adopted by unanimous vote: To adopt the findings of the Planning Commission and grant the CUP to parcel 07-0002200 with the following conditions.

1. The greenhouse operator must provide adequate off-street parking for all greenhouse traffic. No parking will be allowed within the road right of way.
2. No loading or unloading of materials will be allowed within the road right of way.
3. The business is restricted to construction of a single greenhouse as proposed. Construction of additional greenhouses or expansion to an existing greenhouse will require review by the Planning Commission.
4. Business signage must abide by the Home-Based Business requirements, Section 9.15 of the Todd County Planning and Zoning Ordinance. Placement of signage within the road right of way shall require approval from the road authority.
5. Applicant must obtain additional permitting and/or licensing from additional government agencies as necessary.

On motion by Byers and second by Denny, the following motion was introduced and adopted by unanimous vote: To adopt of findings of the Planning Commission and grant the CUP to parcel 20-0023000 with the following conditions.

1. There shall be no loading/unloading of materials within the public roadway.
2. Off-street parking shall be provided for all business traffic.
3. Storage of supplies and finished products shall be stored meeting all setback requirements.
4. Land use permits shall be required for all future construction. The business is restricted to construction of a single shop as proposed. Construction of additional shops or expansion to an existing shop will require review by the Planning Commission.
5. Applicant must abide by all other applicable federal, state, and local standards.

On motion by Byers and second by Neumann, the following motion was introduced and adopted by unanimous vote: To adopt the findings of the Planning Commission and grant the CUP to parcel 18-0050800 with the following condition.

1. Applicant must abide by all applicable federal, state, and local standards.

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 07-0037500 with the following conditions.

1. Hours of operation shall be restricted to 7:00 AM to 6:00 PM CST, Monday through Saturday.
2. Operation of the sawmill shall be conducted within a permitted structure.
3. Outdoor storage of products shall be allowed but shall be conducted in compliance with Section 9.01B of the Todd County Planning and Zoning Ordinance.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

4. Business traffic shall access the site via County 84 from the south. North bound traffic from the site shall not be allowed for protection of the roadway.
5. Operation site shall meet all the setback requirements for the zoning district in which it's located.
6. There shall be no loading or unloading of materials within the road right of way.
7. Applicant shall work with Eagle Valley Township to establish a sufficient business access and establish truck route signage.
8. Establishment of an exhaust system directed through the roof of the structure with inclusion of a muffler.
9. Applicant shall abide by all other applicable federal, state, and local standards.

On motion by Neumann 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 rezoning of the NW 1/4 of the SE 1/4, Section 10 of Kandota Township with the following conditions.

1. All future land uses shall abide by Todd County Planning and Zoning Ordinances.
2. Land owner shall abide by all other applicable federal, state, and local standards.

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 allow a continuation of the CUP with a review date of November 19th, 2024 to verify completion of all conditions.

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

Authorization to Submit a Proposal to the Legislative-Citizen Commission on Minnesota Resources for Public Land Survey System Restoration (PLSS) T58R13

WHEREAS, The County of Todd has the opportunity to request funding from the Legislative-Citizen Commission on Minnesota Resources (LLCMR) for the project titled "PLSS Restoration T58R13" up to the amount of \$300,000 in Environment and Natural Resources Trust Fund (ENRTF); and;

WHEREAS, The Todd County Auditor/Treasurer's Office has reviewed the funding request and the "Duties of Fiscal Agent" document provided by the State and is fully aware of the work that will occur if funded, the project timeline, and project budget.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners authorizes the Todd County Planning and Zoning Office to submit a proposal for the project titled "Todd County PLSS Monumentation" up to the amount of \$300,000 for grant funding from the Legislative-Citizen Commission on Minnesota Resources (LLCMR).

BE IT FURTHER RESOLVED, That the Todd County Board of Commissioners authorizes the Todd County Auditor/Treasurer's Office to act as a fiscal agent if funding is awarded for the 2024 project titled "Todd County PLSS Monumentation" and will comply with the terms as stated in the fiscal agent agreement.

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



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

**RESOLUTION TO APPROVE AMENDMENT OF THE SAUK RIVER WATERSHED
COLLABORATIVE FY 2022-23 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 of any modifications or additions to the biennial work plans to collaborative partner's governing boards.

WHEREAS, Todd County has received notice from said Policy Committee that: 1) The FY 2022-23 Workplan Amendment has been reviewed and 2) the Policy Committee recommends approval the same by each collaborative member's governing board.

NOW, THEREFORE, BE IT RESOLVED, Todd County hereby approves the amendment and will begin implementation of the Sauk River Watershed Collaborative FY 2022-23 WBIF Workplan.

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

**RESOLUTION TO ADOPT AND IMPLEMENT THE SAUK RIVER WATERSHED
COLLABORATIVE FY 2022-2023 SUPPLEMENTAL WATERSHED BASED
IMPLEMENTATION FUNDS (WBIF) 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 of any modifications or additions to the biennial work plans to collaborative partner's governing boards.

WHEREAS, Todd County has received notice from said Policy Committee that: 1) The FY 2022-23 Supplemental WBIF 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 Watershed Collaborative FY 2022-23 Supplemental WBIF Workplan.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

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

RESOLUTION TO ADOPT AND IMPLEMENT THE SAUK RIVER WATERSHED COLLABORATIVE CONSERVATION RESERVE PROGRAM (CRP) INCENTIVES PILOT PROGRAM 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) CRP Incentives Pilot Program 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 Watershed Collaborative CRP Incentives Pilot Program Workplan.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Adoption of the Mississippi River - Brainerd Comprehensive Watershed Management Memorandum of Agreement for Implementation of the Plan.

Soil & Water

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: To approve the MPCA Feedlot Program Annual Report for 2023.

Solid Waste

On motion by Byers and second by Neumann, the following motion was introduced and adopted by unanimous vote: To award the bid of \$9,050.00 to Central MN Door for Bay 2 door replacement.

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

2024 TRANSFER STATION CAP GRANT AMENDMENT AND ADDITIONAL STATE FUNDING



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

WHEREAS, Todd County has made application for a capital assistance program (CAP) grant to construct a new Transfer Station Building, Scale house and associated exterior improvements (Project) at the existing Transfer Station Facility in Browerville, and;

WHEREAS, Todd County authorized execution of an Agreement with the State of Minnesota for Four Million Dollars (\$4,000,000.00) in CAP Grant funding on March 16, 2021 for the Project, hereafter referred to as the CAP Agreement.

WHEREAS, The schedule of the Project has changed, requiring an amendment to the CAP Agreement (Amendment No. 1 to CAP Agreement). The project cost has also changed and the State of Minnesota is currently preparing an agreement for an additional Two Million, Seven Hundred Ninety-Five Thousand Dollars (\$2,795,000.00) for the same project, hereafter referred to as the Second Agreement.

NOW, THEREFORE BE IT RESOLVED, by Todd County's Board of Commissioners that Applicant will implement the Project, provide necessary local financing, and accept and exercise the governmental powers necessary to develop and operate the project.

BE IT FURTHER RESOLVED, Todd County pledges to use all funds made available exclusively for the capital cost of the Project and to pay any additional amount by which the cost of the Project exceeds the estimate by appropriation to the construction fund of additional funds or proceeds of additional bonds of Todd County. Todd County recognizes that any subsequent withdrawal of allocated or additional funds of Applicant will impair the obligation of contract between the state of Minnesota, Todd County and the bondholders.

BE IT FURTHER RESOLVED, Todd County's Board of Commissioners hereby authorizes the Director of Solid Waste to sign CAP Agreement Amendment No. 1 and the Second Agreement via Docusign on behalf of Todd County.

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

2024 TODD COUNTY ARP AND SOLID WASTE FUNDING FOR CAP GRANT PROJECT

WHEREAS, Todd County has received a \$4,000,000 Capital Assistance Program (CAP) grant through the Minnesota Pollution Control Agency (MPCA) and \$2,795,000 from the Minnesota General Fund to construct a new Transfer Station Building, Scale house and associated exterior improvements at the existing Transfer Station Facility in Browerville (Project), and;

WHEREAS, on March 16, 2021 Todd County's Board of Commissioners resolved that the Solid Waste Department would pay Five Hundred Forty Thousand Dollars (\$540,000.00) of the local project cost from its own account balance during construction of the Project and the Todd County General Fund would loan the remaining estimated local cost of Nine Hundred Seventy-Two Thousand, Two hundred, Ten Dollars (\$972,210.00) to the Solid Waste Department to meet the proposed estimated local cost of One Million, Five Hundred Twelve Thousand, Two Hundred Ten Dollars (\$1,512,210.00).

WHEREAS, Todd County advertised for bids and opened sealed bids for the Project. The project committee has reviewed the bids and estimates that the total project cost at \$10,197,156.43. This includes



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

the cost of construction, design, permitting, equipment, construction observation and contingency. This results in a \$1,889,946.43 funding gap.

NOW, THEREFORE BE IT RESOLVED, by Todd County’s Board of Commissioners that the Solid Waste Department will pay out of its enterprise fund account and committed account up to \$889,946.43 in addition to the previously committed \$540,000 for a total of \$1,429,946 to pay for the Project.

BE IT FURTHER RESOLVED, Todd County’s Board of Commissioners does hereby commit \$1,000,000.00 of ARP funds to result in a fully funded project.

BE IT FURTHER RESOLVED, the Todd County Auditor has reviewed the account balances for the ARP funds and the solid waste enterprise fund and solid waste committed fund and found them sufficient based on current account balances. ARP funds are required to be committed no later than December 31, 2024. Any reduction in the actual cost of project upon completion will result in reduction of the solid waste department contributions to the Project.

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

2024 TODD COUNTY TRANSFER STATION

AWARD CONTRACT TO HY-TEC CONSTRUCTION

WHEREAS, Todd County has advertised bidding documents for construction of a new Transfer Station Building, Scale house, household hazardous waste facility and associated exterior improvements at the existing Transfer Station Facility located at 30433 US Highway 71, Browerville, Minnesota (hereafter referred to as the Project) and;

WHEREAS, Sealed bids were received and opened on February 8, 2024. The following six bids were received:

Contractor	Hy-Tec Construction	Breitbach Construction	BCI Construction	Barrato Brothers Construction	Eagle Construction Co.	Rice Lake Construction
Base Bid	\$5,180,000	\$5,599,000	\$5,655,000	\$5,769,823	\$6,546,320	\$6,359,500
Alternate 1	-\$209,021	-\$258,895	-\$180,105.94	-\$122,391.05	-\$232,440	-\$160,834.08
Alternate 2	\$107,352.50	\$107,112	\$108,989.50	\$112,730	\$158,200	\$148,252.50
Alternate 3	\$2,897.50	\$2,648	\$2,660	\$2,660.50	-\$18,200	-\$98,202.50
Alternate 4	-\$84,926.50	-\$84,520.50	-\$81,459	-\$83,374.50	-\$74,000	-\$76,085
Alternate 5	-\$29,377.50	-\$30,881.95	-\$31,425.90	-\$29,205	-\$31,650	-\$26,042.50
Alternate 6	-\$36,072.00	-\$38,554	-\$23,396	-\$27,698	-\$24,000	-\$34,760



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Alternate 7	-\$112,476.00	-\$117,966.05	-\$94,699.10	-\$96,884.70	-\$91,920	-\$104,292.50
Part 3 Unit Price Work	\$2,438,389.60	\$2,469,598.53	\$2,639,463.22	\$2,835,716.25	\$2,607,490.00	\$3,065,635.40
City Water Main	\$114,025.80	\$114,528.13	\$115,482.23	\$119,455.60	\$80,590.00	\$104,565.00
Base Bid, Alternate 2, Part 3 Unit Price and Water Main	\$7,839,767.90	\$8,290,238.66	\$8,518,934.95	\$8,837,724.85	\$9,392,600.00	\$9,677,952.90

Upon review by the design engineer, the apparent low, responsive and responsible bidder for the project is Hy-Tec Construction. The project committee has reviewed the abstract of bids and discussed with the Board of Commissioners at Work Session its recommendation to award the project to Hy-Tec Construction for the base bid, plus Alternate 2 (west access road), Part 3 (unit price work) and The City of Browerville Watermain with a contract amount of \$7,839,767.90 (Seven Million, Eight Hundred Thirty-Nine Thousand, Seven Hundred Sixty-Seven and 90/100 Dollars).

WHEREAS, the design engineer has shared the design drawings and specifications with the Minnesota Pollution Control Agency (MPCA) and received no comments.

WHEREAS, the MPCA permit has been drafted and is has been published for public comment until April 8, 2024.

WHEREAS, the County has identified multiple funding mechanisms to finance this project. See also prior resolutions passed today and on March 16, 2021. The County Auditor has reviewed the total project budget and agrees that the funding mechanisms in aggregate are adequate based on the estimated total project budget.

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners does hereby accept and award the contract for the above said construction project to Hy-Tec Construction of Brainerd, Minnesota based on their low bid of \$7,839,767.90 for the base bid, Alternate No. 2 (west road), Part 3 (Unit Price Work), and City of Browerville Water Main.

Health & Human Services

On motion by Denny and second by Byers, the following motion was introduced and adopted by unanimous vote: To approve the correction to Board Action 20240305-09 to correct effective date to February 29th, 2024.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported that the Presidential Nomination Primary and March Township Elections were held within the past couple weeks. The annual audit for Todd County is currently happening this week and the 2024 Property Tax Statements will be mailing before the end of the month.

County Coordinator's Report

The County Coordinator has been meeting with many to learn about Todd County and projects in progress.

County Attorney's Report

The County Attorney expressed thanks to the TCSO and HHS departments for their collaborative work.

County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Denny attended the GRRL meeting and update of recent events there.

Commissioner Becker attended the Policies, canvassing board, Personnel, TWCC, Dept Head, SWCD and Rainbow Rider meetings.

Commissioner Noska attended the TWCC meeting with updates on new staffing and the building project.

Commissioner Neumann attended the water sample discussion, Rockwall bids, CMCOA, Personnel, CPT Personnel, Dept Head, SWCD, Solid Waste and Rainbow Rider meetings.

Commissioner Byers attended the Facilities Committee meeting.

Adjourn

On motion by Neumann and second by Byers, the meeting was adjourned for the month of March 2024.

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
ARC ELECTRIC SERVICE	\$ 15,363.97
BROWERVILLE TRUCKWASH/BIG BOYZ	\$ 3,712.37
CHAMBERLAIN OIL COMPANY	\$ 2,716.10
DS SOLUTIONS, INC	\$ 2,161.00
HILLYARD	\$ 2,277.10
LONG PRAIRIE LEADER	\$ 7,112.50
MCTAVISH STEELWORKS LTD	\$ 4,905.00
MN DEPT OF TRANSPORTATION	\$ 4,597.14
VERTEX UNMANNED SOLUTIONS, LLC	\$ 3,078.50
WIDSETH SMITH NOLTING INC	\$ 4,072.00
WOLTERS BODY SHOP INC	\$ 5,416.23
ZIEGLER INC	\$ 2,257.98
61 PAYMENTS LESS THAN 2000	\$ 22,720.29
Total:	\$ 80,390.18



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
DHS - SWIFT	\$ 8,720.79
FF&G LLP	\$ 2,900.00
HILTON GARDEN INN MPLS DOWNTOWN	\$ 2,400.00
INNOVATIVE OFFICE SOLUTIONS, LLC	\$ 3,423.60
KARVONEN FUNERAL HOME - WADENA	\$ 3,500.00
MID CENTRAL NATIONAL BANK	\$ 2,348.61
MINNESOTA POWER	\$ 2,163.97
RURAL MN CEP INC	\$ 15,167.34
TODD COUNTY AUDITOR/TREASURER	\$ 15,096.10
USPS - POC	\$ 7,386.00
V#6680 - COST EFF HEALTH INS	\$ 2,082.45
109 PAYMENTS LESS THAN 2000	\$ 50,472.96
Total:	\$ 115,661.82

VENDOR NAME	AMOUNT
# 16704	\$ 6,272.70
# 15464	\$ 2,044.97
# 16095	\$ 3,902.37
# 17324	\$ 5,355.72
HEARTLAND GIRLS RANCH	\$ 19,569.20
LENDING HANDS COMMUNITY SERVICES	\$ 3,540.72
LITTLE SAND GROUP HOME	\$ 4,760.34
MID MINNESOTA DRUG TESTING INC	\$ 2,199.00
NORTH HOMES CHILDREN & FAMILY SRVS INC	\$ 32,625.46
PINEHAVEN YOUTH AND FAMILY SRVS INC	\$ 11,358.69
STEP	\$ 6,345.26
VALLEY LAKE BOYS HOME INC	\$ 11,685.00
VILLAGE RANCH INC	\$ 14,752.55
WEST CETNRAL REG JUVENILE CTR	\$ 6,571.30
41 PAYMENTS LESS THAN 2000	\$ 29,610.21
Total:	\$ 160,593.49

On a motion by Denny and second by Noska, the preceding minutes of the County Board meeting held March 19th, 2024 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on April 2nd, 2024.

Witness my hand and seal:

Barbara Becker
Barbara Becker, County Board Chairperson

Denise Gaida
Denise Gaida, Todd County Auditor-Treasurer

