



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
June 4th, 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 4th day of June, 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 with addition of item 4.9 Payroll Specialist and 5.5 State of Emergency.

Consent Agenda

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

To approve the Todd County Board of Commissioner's Meeting Minutes for May 21st, 2024 as presented.

Approve hire of Meghan L. Williams as Legal Assistant, Grade 7, Step 4 on the salary grid.

To approve the hire of Becky Templin to fill the Eligibility Worker position. Grade 6, Step 1 at \$22.22. Start date: TBD

To approve the hire of Jennifer Carner to fill the Eligibility Worker position. Grade 6, Step 1 at \$22.22. Start date: TBD

To approve the hire of Lorena Luna to fill the Eligibility Worker position. Grade 6, Step 1 at \$22.22. Start date: TBD

To approve the hire of Tamara Johnson to fill the Eligibility Worker position. Grade 6, Step 1 at \$22.22. Start date: TBD

To promote Taylor Lemke to fill the open Paraprofessional Case Aide position. Grade 5, Step 1 at \$20.97/hr. Start date: TBD

GAMBLING PERMIT – ROTARY CLUB OF SAUK CENTRE

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

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Rotary Club of Sauk Centre to hold a raffle event at the Greystone Golf Club in Kandota Township at the address 10548 Andrews Drive, Sauk Centre, MN on August 23rd, 2024.

Approve the hire of Karrie Feldewerd as Payroll and Benefits Specialist. Grade 8, Step 1 at \$24.97. Start date: TBD

Auditor-Treasurer

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous rollcall vote: To approve the May 2024 Auditor Warrants number (ACH) 904081 through 904178 in the amount of \$9,047,144.45 (Manual) 961 through 969 in the amount of \$831,220.09 and (Regular) 242600 through 242747 in the amount of \$1,240,098.63 for a total of \$11,118,463.17.

On motion by Neumann and second by Byers, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 403247 through 403263 in the amount of \$3,879.63 and (Regular) 58067 through 58094 in the amount of \$42,857.18 for a total of \$46,736.81.



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On motion by Byers 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) 805395 through 805430 and (Regular) 711989 through 712032 for a total of \$67,909.71.

On motion by Byers and second by Neumann, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 601302 through 601307 and (Regular) 517877 through 517895 for a total amount of \$32,677.14.

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

RESOLUTION DECLARING A STATE OF EMERGENCY

WHEREAS the severe weather has impacted the population of Todd County and its cities; and

WHEREAS the severe weather event has caused a significant amount of public property damage; and

WHEREAS the Todd County Department of Emergency Management requests the Todd County Board of Commissioners to declare Todd County in a STATE OF EMERGENCY for the June 2-3 event of 2024;

NOW, THEREFORE, BE IT RESOLVED, that the Todd County Board of Commissioners declares Todd County in a State of Emergency for conditions resulting from the severe storm event of June 2-3, 2024 (date).

Public Works

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

**LOCAL BRIDGE REPLACEMENT PROGRAM GRANT AGREEMENT 1054422
GRANT TERMS AND CONDITIONS
SAP 077-614-022**

WHEREAS, Todd County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge #77539, and;

WHEREAS, the Commissioner of Transportation has given notice that funding for this project is available, and;

WHEREAS, the amount of the grant has been determined to be \$764,443.63 by reason of the lowest responsible bid.

NOW, THEREFORE BE IT RESOLVED, be it resolved that Todd County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the bridge but not required. The Todd County Board Chairperson and Todd County Auditor/Treasurer are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.



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County Sheriff

On motion by Noska and second by Byers, the following motion was introduced and adopted by unanimous vote: Purchase a 2024 Chevy Silverado from North County GM and equipment from Emergency Automotive Technologies for a total price of \$60,440.06.

Solid Waste

On motion by Denny and second by Neumann, the following motion was introduced and adopted by unanimous vote: Authorize Solid Waste Director to sign proposal with Widseth for professional services for \$29,600.

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Authorize Solid Waste Department Staff to sign Amendment No. 3 with Stantec for \$72,185.00.

Planning & Zoning

On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Adopt the recommendation of the Planning Commission and adopt the changes to Sections 3.02, 6.04, and 9.11 as presented.

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

Final Plat Approval – “Sunset Point” Subdivision

WHEREAS, Applicant and property owner Randall Jonas applied to subdivide a property that is described as part of Section 17 of Kandota Township with the plat to be known as “Sunset Point”,

WHEREAS, Sunset Point consists of one lot; Block 1, Lot 1, 3.2± acres, located in Shoreland Natural Environment Zoning District in Kandota Township,

WHEREAS, On April 11th, 2024, the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance:

The North 759.09 feet of the South 959.09 feet of Government Lot 2, Section 17, Township 127, Range 34, Todd County, Minnesota, as measured perpendicular to and parallel with the South line of said Government Lot 2.

WHEREAS, On May 7th, 2024, the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Sunset Point preliminary plat with one condition:

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

WHEREAS, the Planning & Zoning Department has completed the necessary final plat review and find that all items required for final plat approval have been completed.

NOW, THEREFORE BE IT RESOLVED, the final plat of “Sunset Point” be approved as presented.



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Health & Human Services

On motion by Neumann and second by Denny, the following motion was introduced and adopted by unanimous vote: To eliminate the Assistant WIC Nutritionist position.

On motion by Byers and second by Denny, the following motion was introduced and adopted by unanimous vote: Authorize the hiring of a WIC coordinator.

Administration

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

A RESOLUTION ESTABLISHING SUPPORT FOR SEEKING FUNDING FROM SOURCEWELL FOR COMMUNITY MATCH FUNDING

WHEREAS, Sourcewell is providing Community Match Fund for Cities and Counties in Region Five, and;

NOW, THEREFORE BE IT RESOLVED that the Todd County Board of Commissioners approves the Sourcewell Community Match Funding application submitted by Todd County Administration and;

BE IT FURTHER RESOLVED, That Todd County Board of Commissioners fully supports Todd County Administration in submitting a Community Match Funding application to Sourcewell to request financial support for in the amount of \$10,000.00 for county projects.

Closed Session

Chair Becker closed the session at 9:38 a.m. pursuant to Minnesota Statute 13D.03 to consider strategies for labor negotiations.

Chair Becker reopened the session at 10:49 a.m.

County Auditor-Treasurer's Report

The County Auditor-Treasurer provided notification that candidate filing closes this day for county, state, federal and judicial offices at 5PM. The filing period for local offices such as city, township or school districts will open in July.

County Attorney's Report

The County Attorney is looking forward to new staff starting in the office soon.

County Coordinator's Report

The County Coordinator has been working on preparations for the Sourcewell grant application and looking forward to the new Payroll Benefit Specialist starting soon.

County Commissioner's Report

The Commissioners reported on meetings and events attended.



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Commissioner Denny attended regular meetings including preparing for the upcoming Todd County Fair and expressed thanks to all for their response to the recent heavy rain weather event.

Commissioner Becker attended the Region V, Personnel, Personnel, Regional EMS, AMC District 4 meetings.

Commissioner Neumann attended the SRWD, Personnel and Finance meetings.

Commissioner Byers attended regular meetings including a zoom meeting for Tri-Cap.

Commissioner Noska attended regular meetings including Tri-Cap.

Recess

Chair Becker recessed the meeting until June 18th, 2024.

AUDITOR WARRANTS

VENDOR NAME	AMOUNT
LOGS LEGAL GROUP LLP	\$ 46,306.44
PETERS LAW OFFICE, P.A.	\$ 12,116.50
TODD CO AUDITOR-TREASURER	\$ 5,506.36
VERIZON	\$ 6,048.08
VOYANT COMMUNICATIONS, LLC	\$ 3,501.23
WEST CENTRAL TECH SERVICE AREA	\$ 11,187.06
28 PAYMENTS LESS THAN 2000	\$ 11,262.34
AMERICAN SOLUTIONS FOR BUSINESS	\$ 6,824.97
CARD SERVICES COBORNS	\$ 2,422.75
CENTRACARE HEALTH LONG PRAIRIE	\$ 12,109.12
CLIFTON LARSONALLEN, LLP	\$ 2,488.50
COUNTIES PROVIDING TECHNOLOGY	\$ 5,803.00
DEPUTY REGISTRAR	\$ 3,150.82
FLEET SERVICES/WEX BANK	\$ 8,601.38
KANATI LAND MANAGEMENT	\$ 8,175.00
KEYL KXDL HOTROD RADIO	\$ 2,000.00
LONG PRAIRIE SANITATION INC	\$ 4,863.62
MN DEPT OF FINANCE	\$ 7,605.00
MORRISON COUNTY	\$ 45,180.14
NORTHERN STAR COOP	\$ 3,177.40
PEMBERTON SORLIE RUFER & KERSHNER	\$ 2,617.54
PRAIRIE LAKES MUNICIPAL SOLID WASTE AUTH	\$ 90,689.08
SCHUMACHER'S NURSERY & BERRY FARM INC	\$ 19,434.50
SHIRLEY'S GAS & GROCERIES INC	\$ 4,247.49
ST CLOUD ACOUSTICS INC	\$ 2,656.00
STAPLES ADVANTAGE	\$ 2,871.67
STOECKEL JAHNER INC	\$ 21,550.00
WADENA COUNTY SHERIFF	\$ 2,497.50
WIDSETH SMITH NOLTING INC	\$ 17,118.75
WONDERLICH/SCOTT A	\$ 7,348.00
71 PAYMENTS LESS THAN 2000	\$ 21,021.13
CENTERPOINT ENERGY	\$ 2,613.95
GALLAGHER BENEFIT SERVICES INC	\$ 2,000.00
KNIFE RIVER CORP	\$ 139,706.41



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MINNESOTA POWER	\$	14,568.91
MINNESOTA UI	\$	10,077.33
THE TRADESMEN CONSTRUCTION INC	\$	77,144.88
WIDSETH SMITH NOLTING INC	\$	17,212.64
25 PAYMENTS LESS THAN 2000	\$	7,919.35
CARGILL SALT DIVISION	\$	9,087.73
MAPLE LAKE ASSOCIATION	\$	2,466.93
MOTOROLA	\$	65,503.04
SAFEASSURE CONSULTANTS, INC.	\$	12,051.00
STANTEC CONSULTING SERVICES INC	\$	6,497.00
STOECKER REPAIR	\$	2,283.17
THOMSON REUTERS - WEST	\$	2,802.00
TODD TRAILS ASSOCIATION	\$	4,607.07
TRANSUNION RISK & ALTERNATIVE DATA	\$	4,068.67
WEX BANK-SINCLAIR	\$	2,353.45
17 PAYMENTS LESS THAN 2000	\$	6,324.99
MN DEPT OF REVENUE	\$	58,865.76
US BANK-CC	\$	14,405.05
MN DEPT OF REVENUE	\$	2,443.00
6 PAYMENTS LESS THAN 2000	\$	3,158.74
BIG SWAN LAKE IMPROVEMENT DIST.	\$	7,767.33
CITY OF BERTHA	\$	118,801.31
CITY OF BROWERVILLE	\$	141,064.06
CITY OF BURTRUM	\$	10,554.64
CITY OF CLARISSA	\$	94,414.51
CITY OF EAGLE BEND	\$	152,558.23
CITY OF GREY EAGLE	\$	68,016.40
CITY OF HEWITT	\$	37,044.50
CITY OF LONG PRAIRIE	\$	747,721.74
CITY OF OSAKIS	\$	117,887.44
CITY OF STAPLES	\$	593,099.50
CITY OF WEST UNION	\$	6,321.69
REGION V DEVELOPMT COMMISSION	\$	16,174.34
SAUK RIVER WATER SHED DISTRICT	\$	61,516.78
SCHOOL DISTRICT 213	\$	524,855.89
SCHOOL DISTRICT 2155	\$	3,999.24
SCHOOL DISTRICT 2170	\$	966,370.03
SCHOOL DISTRICT 2753	\$	1,146,598.85
SCHOOL DISTRICT 486	\$	351,328.58
SCHOOL DISTRICT 487	\$	4,175.96
SCHOOL DISTRICT 740	\$	56,122.57
SCHOOL DISTRICT 743	\$	823,076.23
SCHOOL DISTRICT 786	\$	355,469.41
SCHOOL DISTRICT 787	\$	770,605.37
SCHOOL DISTRICT 818	\$	37,389.40
TOWN OF BARTLETT	\$	50,106.40
TOWN OF BERTHA	\$	55,010.99



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TOWN OF BIRCHDALE	\$	165,092.31
TOWN OF BRUCE	\$	130,174.00
TOWN OF BURLEENE	\$	42,584.36
TOWN OF BURNHAMVILLE	\$	106,376.25
TOWN OF EAGLE VALLEY	\$	67,476.90
TOWN OF FAWN LAKE	\$	85,685.33
TOWN OF GERMANIA	\$	40,470.65
TOWN OF GORDON	\$	123,326.68
TOWN OF GREY EAGLE	\$	123,750.20
TOWN OF HARTFORD	\$	99,457.33
TOWN OF IONA	\$	55,679.44
TOWN OF KANDOTA	\$	59,068.35
TOWN OF LESLIE	\$	93,683.86
TOWN OF LITTLE ELK	\$	48,152.79
TOWN OF LITTLE SAUK	\$	81,881.85
TOWN OF LONG PRAIRIE	\$	99,258.98
TOWN OF MORAN	\$	60,361.97
TOWN OF REYNOLDS	\$	60,863.32
TOWN OF ROUND PRAIRIE	\$	95,514.27
TOWN OF STAPLES	\$	112,783.58
TOWN OF STOWE PRAIRIE	\$	59,890.64
TOWN OF TURTLE CREEK	\$	44,040.72
TOWN OF VILLARD	\$	90,930.36
TOWN OF WARD	\$	92,486.92
TOWN OF WEST UNION	\$	64,199.79
TOWN OF WYKEHAM	\$	72,835.70
6 PAYMENTS LESS THAN 2000	\$	3,495.25
MN DEPT OF REVENUE	\$	752,347.54
TOTAL:	\$	11,118,463.17

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
LONG PRAIRIE LEADER	\$ 10,401.50
MOTOROLA	\$ 13,401.59
RITT'S WELDING WORKS LLC	\$ 4,640.00
SHI CORP	\$ 4,434.00
41 PAYMENTS LESS THAN 2000	\$ 13,859.72
Total:	\$ 46,736.81

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
DHS - MOOSE LAKE RTC - 462	\$ 2,100.00
DHS - MSOP - MN SEX OFFENDER PROG - 462	\$ 5,748.00
DHS - ST PETER RTC - 472	\$ 11,205.00
RESOURCE TRAINING AND SOLUTIONS	\$ 5,875.04
21 PAYMENTS LESS THAN 2000	\$ 7,749.10
Total:	\$ 32,677.14



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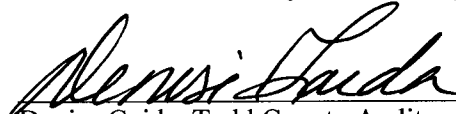
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<u>VENDOR NAME</u>	<u>AMOUNT</u>
FRESHWATER EDUCATION DISTRICT 6004	\$ 18,665.00
PERISH/ALAN	\$ 2,441.76
59 PAYMENTS LESS THAN 2000	\$ 24,574.91
MAY/MEGAN L	\$ 2,775.00
MINNESOTA POWER	\$ 4,148.77
REAL PROPERTY MANAGEMENT	\$ 3,800.00
SANTOS TAVERAS/GERMANIA	\$ 2,100.00
15 PAYMENTS LESS THAN 2000	\$ 9,404.27
Total:	\$ 67,909.71

On a motion by Byers and second by Neumann, the preceding minutes of the County Board meeting held June 4th, 2024 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on June 18th, 2024.

Witness my hand and seal:


Barbara Becker, County Board Chairperson


Denise Gaida, Todd County Auditor-Treasurer

