



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Minutes of the Meeting of the Todd County Board of Commissioners held on September 3rd, 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 3rd day of September, 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 Denny 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 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 August 20th & 28th, 2024 as presented.

Accept Brandon Cline, Public Works Summer Help resignation effective 08/16/2024.

Accept Travis Moller, Public Works Summer Help resignation effective 08/19/2024.

Accept the resignation of Aaron Gould PT Correctional Officer effective 8/16/2024.

Accept the resignation of PT Deputy David Determan effective 8/1/2024.

Hire Mari Vanheel for the Administrative Assistant position at the pay of \$23.59 grade 6 step 3 start date of 9/4/2024.

Accept the resignation of Laura Bunde FT Deputy effective 8/20/2024.

Approve the retirement of Paul Siegle, Public Works Maintenance Foreman, effective December 2nd, 2024.

To approve the hire of Kimberly Santana to fill the open Paraprofessional Case Aide position. Grade 5, Step 1, \$20.97/hr. Start date: TBD

GAMBLING PERMIT – SWANVILLE INNOVATIVE SCHOOLS PROJECT

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Swanville Innovative Schools Project through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Swanville Innovative Schools Project to hold a raffle event at the Shattuck's Hub Supper Club in Burnhamville Township at the address 30905 Co Rd 13 Burtrum, MN on November 2nd, 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 August 2024 Auditor Warrants number (ACH) 904298 through 904371 in the amount of \$534,192.64 (Manual) 989 through 997 in the amount of \$90,409.20 and (Regular) 243059 through 243197 in the amount of \$3,474,529.04 for a total of \$4,099,130.88.

On motion by Neumann and second by Noska, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Commissioner Warrants number (ACH) 403398 through 403419 in the amount of \$18,435.69 and (Regular) 58296 through 58335 in the amount of \$77,009.46 for a total of \$95,445.15.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

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) 805681 through 805720 and (Regular) 712282 through 712334 for a total of \$65,947.03

On motion by Byers 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) 601403 through 601411 and (Regular) 518029 through 518043 for a total amount of \$33,432.89.

On motion by Neumann and second by Byers, the following motion was introduced and adopted by unanimous vote: To set the County Fee Schedule Public Hearing for October 1, 2024 to begin at 9:15 a.m. in the County Commissioners Board Room and instruct all appropriate legal notices be generated and published accordingly.

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

TRANSFER OF FUNDS FROM COUNTY DITCH FUND TO GENERAL REVENUE FUND

WHEREAS, The County Ditch Authority has approved to have the hours worked by the County Ditch Inspector charged back to that ditch, and;

WHEREAS, the calculations have been made for the County Ditch Inspector's time for the period of July 1, 2023 through June 30, 2024 per attached copy;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve the transfer of \$5,005.00 from the Fund 40-County Ditch Fund to the Fund 01-General Revenue Fund per the attached list.

Finance Committee

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

FISCAL YEAR 2025 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



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

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;

WHEREAS, during the preparation of the County's Fiscal Year 2024 Budget it was approved that a reduction of the required annual savings deposit to \$0 would be in the best interest of the county via BA #20231207-12, and;

WHEREAS, during the preparation of the County's Fiscal Year 2025 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 2025 only.

Initiative Foundation

Carl Newbanks presented information to the County Board regarding their programs and its impact on projects and businesses here in Todd County.

Ditch/Ag Inspector

On motion by Neumann and second by Noska, the following motion was introduced and adopted by unanimous vote: Acting as Ditch Authority, approves Change Order No. 1 for County Ditch 42 - Tile Project - Quote # 600054 - Invoice # 2748 for contractor Ag Tech Drainage.

Public Works

On motion by Noska and second by Byers, the following motion was introduced and adopted by unanimous vote: Set the 2024 Fall Road Meeting for November 20th, 2024 at 9:00 AM at the Long Prairie Shop.

County Sheriff

On motion by Byers and second by Denny, the following motion was introduced and adopted by unanimous vote: Accept the anonymous donation of \$2,500 for the fast deploy pouches.

On motion by Noska and second by Byers, the following motion was introduced and adopted by unanimous vote: Accept the grant and approve the purchase of the ballistic shields from J5 Rescue Supply for a total of \$62,315 with \$50,000 covered by the Sourcewell grant.

Planning & Zoning

On motion by Denny and second by Noska, the following resolution was introduced and adopted by majority vote with Neumann against:

Final Plat Approval – “Berrys Wooded Acres” Subdivision



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

WHEREAS, Applicant and property owners Jack and Donna Berry applied to subdivide a property that is described as part of Section 32 of Turtle Creek Township with the plat to be known as “Berrys Wooded Acres”,

WHEREAS, Berrys Wooded Acres consists of one lot; Block 1, Lot 1, 59,551± square feet, located in Shoreland Recreational Development Zoning District in Turtle Creek Township,

WHEREAS, On June 6th, 2024, the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance:

All that part of the Northeast Quarter of the Southeast Quarter (NE¼ SE¼) of Section 32, Township 131 North, Range 32 West of the 5th p.m. which lies Northerly of the Township Road as now in existence over and across the above described tract, excepting therefrom the North 200 feet of the East 460 feet thereof and also excepting therefrom the West 40 feet.

WHEREAS, On June 18th, 2024, the Todd County Board of Commissioners considered the Preliminary Plat for the above described property and approved the Berrys Wooded Acres preliminary plat with one condition:

1. New accesses from the township road shall be approved by the local township prior to installation.
2. Applicant 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 “Berrys Wooded Acres” be approved as presented.

Solid Waste

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: Approve revised credit account policy, effective March 31, 2025.

Closed Session: Allegations

Chair Becker closed the session at 9:38 a.m. pursuant to MN Statute §13D.05, subd. 2(b) to consider preliminary consideration of allegations or charges against an individual subject to its authority.

Chair Becker reopened the session at 10:17 a.m.

On motion by Byers and second by Noska, the following motion was introduced and adopted by unanimous vote: To terminate employee #923 for just cause effective 9/3/2024.

Closed Session: Negotiation Strategy

Chair Becker closed the session at 10:18 a.m. pursuant to MN Statute §13D.03 to consider strategies for labor negotiations.

Chair Becker reopened the session at 11:01 a.m.



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

Coordinator Bauer read the following statement into record regarding the closed session: The study's findings were not favorable for our employees. The compensation study used comparables that did not align with the terms of our agreement with Gallagher. Additionally, the Classification Study failed to incorporate the Position Description Questionnaires that many of you, along with your supervisors and management, worked diligently to complete. Instead, Gallagher used an unclear process that they have been unable to adequately explain.

Administration

On motion by Byers and second by Noska, the following motion was introduced and adopted by unanimous vote: serve notice to Gallagher that we would give them the 60 days notice that is required by the contract to terminate our service with Gallagher based on our findings.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported that mobile home tax payments are due and busy with preparation for the upcoming General Election.

County Attorney's Report

The County Attorney reported that caseloads within the office remain steady.

County Coordinator's Report

The County Coordinator reported attended a meeting with the DNR regarding Battle Point Park, an insurance renewal meeting, submitted a safe and secure courthouse grant, discussion on state affordable housing aid and a training on zoning land use regarding Cannabis, etc.

County Commissioner's Report

The Commissioners reported on meetings and events attended.
Commissioner Denny attended regular meetings and public discussions regarding debris on road right-of-way follow-up.
Commissioner Becker attended the District 8 township, Facilities, Personnel, special board, Finance and Regional EMS meetings.
Commissioner Neumann attended the JD2, SRWD, Personnel, special board, Finance and Personnel meetings.
Commissioner Byers attended the special board meeting and Facilities meetings.
Commissioner Noska attended the MCIT Land Use meeting.

Recess

On motion by Byers and second by Neumann, the meeting was recessed until September 17th, 2024.

AUDITOR WARRANTS

VENDOR NAME	AMOUNT
CAREY GROUP PUBLISHING	\$ 2,275.00
CLIFTON LARSONALLEN, LLP	\$ 2,835.00
EBSO INC	\$ 296,717.14
GOVERNMENTJOBS.COM, INC	\$ 11,331.03
HEALTH PARTNERS DENTAL	\$ 7,609.74
JAGER/PETER	\$ 15,725.00



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

LONG PRAIRIE LUMBER, LLC	\$	7,018.03
PETERS LAW OFFICE, P.A.	\$	9,366.50
TODD CO AUD-TREAS	\$	8,778.00
USPS-POC	\$	17,559.96
VERIZON	\$	6,022.34
VOYANT COMMUNICATIONS, LLC	\$	3,314.98
WIDSETH SMITH NOLTING INC	\$	6,522.50
28 PAYMENTS LESS THAN 2000	\$	10,341.99
APEX EQUIPMENT LLC	\$	18,682.00
BURSKI EXCAVATING INC	\$	11,478.23
CARDMEMBER SERVICE	\$	2,838.11
CENTRA CARE	\$	12,109.12
CLIFTON LARSONALLEN, LLP	\$	4,515.00
COUNTIES PROVIDING TECHNOLOGY	\$	6,499.00
CRONQUIST/DUANE AND CONNIE	\$	28,211.85
FLEET SERVICES/WEX BANK	\$	10,366.54
GOULD CONSTRUCTION INC	\$	8,523.00
HY-TEC CONSTRUCTION	\$	348,208.25
JAMES/BARBARA	\$	12,800.92
LONG PRAIRIE OIL COMPANY	\$	2,051.29
LONG PRAIRIE SANITATION INC	\$	9,536.87
LUTHERAN SOCIAL SERVICES OF MN	\$	7,000.00
MAAC	\$	6,250.00
MN DEPT OF FINANCE	\$	6,455.00
MORRISON COUNTY	\$	54,732.22
MOTOROLA	\$	9,650.71
PRAIRIE LAKES MUNICIPAL SOLID WASTE AU	\$	90,689.08
SCHOOL DISTRICT 213	\$	7,940.00
SCHOOL DISTRICT 2170	\$	4,661.11
SCHOOL DISTRICT 2753	\$	3,121.51
SCHOOL DISTRICT 787	\$	10,179.20
SHIRLEY'S GAS & GROCERIES INC	\$	3,274.12
STEP	\$	11,951.43
TOWN OF BIRCHDALE	\$	2,379.28
TOWN OF GORDON	\$	3,573.89
TOWN OF WARD	\$	3,136.62
TOWN OF WEST UNION	\$	2,325.99
WATERGUARDS LLC	\$	25,278.92
WIDSETH SMITH NOLTING INC	\$	8,554.34
ZASTROW/ROGER AND THOMAS	\$	23,375.18
61 PAYMENTS LESS THAN 2000	\$	26,745.14
BARR ENGINEERING COMPANY	\$	2,678.50
BIG SAUK LAKE ASSOCIATION	\$	4,022.70
CARD SERVICES COBORNS	\$	6,947.29
GALLAGHER BENEFIT SERVICES INC	\$	2,000.00
JOHNSON CONTROLS	\$	5,770.47
MADDEN GALANTER HANSEN, LLP	\$	2,199.15



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

MINNESOTA POWER	\$	17,784.85
MINNESOTA UI	\$	5,679.97
STAPLES ADVANTAGE	\$	2,169.24
STOECKEL JAHNER INC	\$	32,565.00
THE TRADESMEN CONSTRUCTION INC	\$	203,523.16
36 PAYMENTS LESS THAN 2000	\$	10,721.40
AG TECH DRAINAGE LLC	\$	64,416.80
ANDERSON BROTHERS	\$	2,367,655.56
DECISION POINTS AUTHORS LLC	\$	3,000.00
DOUG'S EXCAVATING INC	\$	3,950.00
LONG PRAIRIE OIL COMPANY	\$	4,820.50
TWARDOWSKI EXCAVATING INC	\$	41,061.00
WEST CETNRAL TECH SERVICE AREA	\$	5,283.81
WEX BANK - SINCLAIR	\$	2,796.47
WUERTZ/KIM AND CRAIG	\$	16,000.00
23 PAYMENTS LESS THAN 2000	\$	11,164.68
MN DEPT OF REVENUE	\$	73,486.61
MN DEPT OF REVENUE	\$	2,588.00
MN DEPT OF REVENUE	\$	3,521.00
US Bank-CC	\$	7,840.44
6 PAYMENTS LESS THAN 2000	\$	2,973.15
TOTAL:	\$	4,099,130.88

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
ACCURATE CONTROL, INC	\$ 15,258.23
ARC ELECTRIC SERVICE	\$ 5,146.57
MID-MINN EXCAVATION	\$ 29,676.80
NOW MICRO INC	\$ 16,104.00
SUMMIT COMPANIES	\$ 7,065.64
TWARDOWSKI EXCAVATING INC	\$ 5,875.00
VEOLIA ENVIRONMENTAL SERVICES LLC	\$ 2,935.36
54 PAYMENTS LESS THAN 2000	\$ 13,383.55
Total:	\$ 95,445.15

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
6 PAYMENTS LESS THAN 2000	\$ 2,224.93
DHS - SWIFT	\$ 4,820.96
FRESHWATER EDUCATION DISTRICT 6004	\$ 23,439.00
V#16991 - COST EFF HEALTH INS	\$ 5,107.92
PERISH/ALAN	\$ 2,107.74
ROY-HETLAND FUNERAL HOME - OSAKIS	\$ 3,500.00
82 PAYMENTS LESS THAN 2000	\$ 24,746.48
Total:	\$ 65,947.03



WHERE THE FOREST MEETS THE PRAIRIE

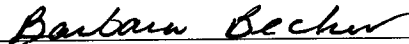
Todd County

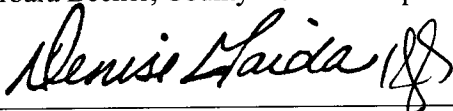
• MINNESOTA • EST. 1855 •

VENDOR NAME	AMOUNT
GERARD TREATMENT PROGRAMS	\$ 2,018.45
PRESBYTERIAN FAMILY FOUNDATION INC	\$ 6,374.50
RESOURCE TRAINING AND SOLUTIONS	\$ 2,589.95
VALLEY LAKE BOYS HOME INC	\$ 8,835.00
20 PAYMENTS LESS THAN 2000	\$ 13,614.99
Total:	\$ 33,432.89

On a motion by Byers and second by Denny, the preceding minutes of the County Board meeting held September 3rd, 2024 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on September 17th, 2024.

Witness my hand and seal:


Barbara Becker, County Board Chairperson


Denise Gaida, Todd County Auditor-Treasurer

