



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

• MINNESOTA • EST. 1855 •

*Minutes of the Meeting of the Todd County Board of Commissioners held on
May 20th, 2025*

Public Comment

Nancy Garlock and Terrance O'Brien expressed concerns regarding the residential structure at 30957 County 104 and the need for action on this parcel.

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 20th day of May, 2025 at 9:00 AM. The meeting was called to order by Chairperson Byers. The meeting was opened with the Pledge of Allegiance. All Commissioners were present.

Approval of Agenda

On motion by Noska and second by Becker, the following motion was introduced and adopted by unanimous vote: To adopt the agenda as presented with the addition of item 4.15 Hire GIS Specialist – Thomas Krivanek, 4.16 Hire Lead Eligibility Worker – Christopher Dinndorf and 4.17 Hire Lead Eligibility Worker – Katie Leslie.

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 6th, 2025 as presented.

GAMBLING PERMIT – IVY'S LEGACY FOUNDATION

WHEREAS, the Todd County Board of Commissioners are establishing their approval for a Gambling Permit for the Ivy's Legacy Foundation through this resolution;

NOW, THEREFORE BE IT RESOLVED, that the Todd County Board of Commissioners approve a Gambling Permit for the Ivy's Legacy Foundation to hold a raffle event at The Shed in Kandota Township at the address 10098 County 11, Sauk Centre, MN on November 1st, 2025.

To approve a one day On Sale Temporary Liquor License for Ivy's Legacy Foundation at the address of 10098 County 11, Sauk Centre, MN in Kandota Township effective November 1st, 2025.

To hire Paul Perish to fill the open Operations Technician Position Grade F/6 Step D, \$27.68. Start Date: TBD.

Accept the resignation of Deputy David Laven effective date July 25, 2025.

To hire Andrea Hiltner as a Part Time Public Safety Telecommunicator. Grade 6, Step 9.

Hire Nathan Benning for the Intern position at a wage of \$15.00 per hour, start date TBD.

Hire Emma Drum for the Seasonal Recreational position at a wage of \$20.47 per hour, start date TBD.

Hire Lukas Duchene for the Seasonal Recreational position at a wage of \$20.47 per hour, start date TBD.

Hire Eric Dahl for the Seasonal Recreational position at a wage of \$21.57 per hour, start date TBD.

Accept the resignation of Daniel Gaida, PT Jailer effective 4/18/2025.

To approve the hire of Paige Plautz to fill the open Social Worker position. Grade I/9, Step A at \$32.08/hr. Start date: TBD.

To approve the hire of Kaitlin Pesta to fill the open Accounting Supervisor position. Grade J/10, Step A, \$34.64/hr. Start date: TBD.



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To promote Andrew LaPlant to fill the open Lead Eligibility Worker position. Grade G/7 Step B, \$ 28.28/hr. Start date: TBD.

To hire Thomas Krivanek to fill the open GIS Specialist position Grade H/Step F, \$34.13. Start Date: TBD.

To promote Christopher Dinndorf to fill the open Lead Eligibility Worker position. Grade G/7 Step B, \$ 28.28/hr. Start date: TBD.

To promote Katie Leslie to fill the open Lead Eligibility Worker position. Grade G/7 Step E, \$30.74/hr. Start date: TBD.

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) 403876 through 403900 in the amount of \$24,319.44 and (Regular) 58928 through 58965 in the amount of \$82,221.67 for a total of \$106,541.11.

On motion by Becker and second by Neumann, the following motion as introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services Commissioner Warrants number (ACH) 806462 through 806506 and (Regular) 713043 through 713087 for a total of \$66,576.14.

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous rollcall vote: To approve the Health & Human Services SSIS Warrants number (ACH) 601661 through 601686 and (Regular) 518406 through 518433 for a total amount of \$145,599.29.

Public Works

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

AWARD OF CONSTRUCTION CONTRACT FOR 2025 BRIDGE CONSTRUCTION PROJECT

WHEREAS, sealed bids were received on May 13th, 2025 by the Todd County Public Works Director for SAP 077-599-065 and SAP 077-599-067, said projects for bridge construction work located on various local roads in West Union Township/Kandota Township & Stowe Prairie Township/City of Hewitt, and;

WHEREAS, the following sealed bids were received:

Landwehr Construction, Inc.	Saint Cloud, Minnesota	\$1,037,208.75
Midwest Contracting, LLC	Marshall, Minnesota	\$1,229,239.00
Gladden Construction, Inc.	Laporte, Minnesota	\$1,431,337.32

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 Landwehr Construction, Inc. of Saint Cloud, Minnesota based on their low bid of \$1,037,208.75.

Ditch/Ag Inspector

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: Acting as Ditch Authority, acknowledge receipt of a Hold Harmless Agreement application to clean a portion of Lateral 3 on CD32 in section 17, Turtle Creek Twp.



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

HOLD HARMLESS AGREEMENT – DITCH MAINTENANCE – COUNTY DITCH 30

WHEREAS, Jonhenry Raber is requesting to maintain approximately 1,542 feet of Lateral #6 on CD30 that is located on his parcel 07-0028500. A Hold Harmless Agreement has been signed and submitted to the Ditch Authority, and;

WHEREAS, an onsite inspection has been done, and;

WHEREAS, Jonhenry Raber 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.

NOW, THEREFORE BE IT RESOLVED, the Todd County Ditch Authority gives permission to Jonhenry Raber to maintain approximately 1,542 feet of Lateral #6 on CD30 that is located on parcel 07-0028500, Eagle Valley Twp section 24. This maintenance will be done on Raber's own property and at his own expense.

CliftonLarsonAllen

Elizabeth Mickelson, Manager reviewed the report of the findings/status of the Audit of the Financial Year Ending December 31, 2024 for the board's discussion.

Todd County Extension Office

Tony Hansen, Regional Director and Brenda Miller, Educator, Ag Production Systems provided an update to the board of their work within the Extension Office.

Solid Waste

On motion by Becker and second by Noska, the following motion was introduced and adopted by unanimous vote: To table the attached Resolution for 2025 Todd County Interim Financing for CAP Grant Project and Transfer of Funds Authorization.

Planning & Zoning

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: Adopt the findings of the Planning Commission and grant the CUP on parcel 27-0004801 for Temporary Family Housing with the following condition: 1. Applicant shall abide by Section 9.17 of the Todd County Planning and Zoning Ordinance.

On motion by Noska and second by Neumann, the following motion was introduced and adopted by unanimous vote: Adopt the findings of the Planning Commission and grant the CUP on parcel 03-00087300 to establish a dog grooming business with the following conditions: 1. Operation shall not house any more than 3 adult dogs at any one time. 2. Off-street parking shall be provided for all business traffic. 3. Applicant shall abide by all other applicable Federal, State, and Local standards.



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On motion by Denny and second by Noska, the following motion was introduced and adopted by unanimous vote: Adopt the findings of the Planning Commission and grant the CUP on parcel 07-0028500 to establish a Commercial Repair Shop with the following conditions: 1. 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. 2. There shall be no loading or unloading of materials within the road right of way. 3. 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: Adopt the findings of the Planning Commission and grant the rezoning of parcels 15-0004100 and 15-0004101 from R10 to AF2. (N 1/2 of the NE 1/4, Section 4, Leslie Township).

On motion by Neumann and second by Denny, the following motion was introduced and adopted by unanimous vote: Adopt the findings of the Planning Commission and grant the rezoning of the W 1/2 of the SW 1/4 and the SW 1/4 of the NW 1/4, Section 32, Round Prairie Township, from AF1 to AF-2 with no conditions.

On motion by Neumann and second by Denny, the following motion was introduced and adopted by unanimous vote: Adopt the findings of the Planning Commission and grant the CUP on parcels 14-0007600 and 14-0007602 to expand an existing feedlot with the following conditions: 1. Air quality exemption notices shall be provided to Todd County prior to all future manure application events. 2. Liquid manure storage structure shall have capacity for no less than 12 months storage. All manure storage shall be constructed prior to stocking of additional animal units. 3. In the event of a manure spill or other discharge, applicant must notify the County and the Minnesota Duty Officer immediately upon discovery of said discharge. 4. Applicant must abide by all other applicable federal, state, and local standards.

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

Final Plat Approval – “Oak Tree Acres” Subdivision

WHEREAS, Applicant and property owners Willis D. and Karen A. Blowers applied to subdivide a property that is described as part of Section 3 of Burnhamville Township with the plat to be known as “Oak Tree Acres”,

WHEREAS, Oak Tree Acres consists of one lot; Block One, Lot 1, 4.18± acres located in Shoreland Recreational Development Zoning District in Burnhamville Township,

WHEREAS, On December 5th, 2024, the Todd County Planning Commission recommended the following property be considered for Subdivision pursuant to Todd County Subdivision Regulation and Ordinance:

Section 3, Township 128, Range 32

Lot 4 E of Platted Rd & Ex part platted

WHEREAS, On December 17th, 2024, the Todd County Board of Commissioners considered the Preliminary Plat for the above-described property and approved the Oak Tree Acres preliminary plat with two conditions:

1. All new driveway accesses shall be approved by the local road authority prior to installation.
2. 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.



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NOW, THEREFORE BE IT RESOLVED, the final plat of “Oak Tree Acres” be approved as presented.

On motion by Denny and second by Becker, the following motion was introduced and adopted by unanimous vote: To approval of an extension to the final platting deadline of Windy Acres to June 18, 2026.

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

A RESOLUTION REGARDING THE ADMINISTRATION OF THE MINNESOTA WETLAND CONSERVATION ACT

WHEREAS, the Minnesota Wetland Conservation Act of 1991 (WCA) requires local government units (LGUs) to implement the rules and regulations promulgated by the Board of Water and Soil Resources (BWSR) pertaining to wetland draining, filling and excavation; and

WHEREAS, Minnesota Rules, Chapter 8420 have been adopted by BWSR in accordance with the rulemaking provisions of Minnesota Statutes, chapter 14, for the purpose of implementing WCA; and

WHEREAS, Minnesota Rules 8420.0200, Subpart 1, Item E allows a county, city, or town to delegate implementation of Chapter 8420 and the act to another governmental entity by the passage of resolutions by both parties; and

WHEREAS, both parties must provide notice to BWSR, the Department of Natural Resources, and the Soil and Water Conservation District of the delegation, including a copy of the resolution and a description of the applicable geographic area, within 15 business days of adoption of the resolution.

THEREFORE, BE IT RESOLVED by the Todd County Board of Commissioners that the authority and administrative responsibility to implement WCA as the LGU within the legal boundaries of Todd County is delegated to Todd Soil and Water Conservation District as of May 20th, 2025 in accordance with Minnesota Rules, Chapter 8420.

THEREFORE, BE IT FURTHER RESOLVED by the Todd County Board of Commissioners that the authority of the Todd Soil and Water Conservation District shall include but limited too Notice of Applications, Notice of Decisions, replacement plans, banking decisions, and restoration and replacement plans.

THEREFORE, BE IT FURTHER RESOLVED by the Todd County Board of Commissioners that the authority to pursue enforcement of MN Rules 8420 shall be the responsibility of Todd County.

Health & Human Services

On motion by Becker and second by Denny, the following motion was introduced and adopted by unanimous vote: Approve the elimination of one Paraprofessional Case Aide position from the Adult Services Unit effective May 31st, 2025.

On motion by Noska and second by Denny, the following motion was introduced and adopted by unanimous vote: Approve the Health & Human Services organizational structure.



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Central MN Housing Partnership/Hilltop Square Committee

On motion by Denny and second by Noska, the following motion was introduced and adopted by majority vote with Becker against: To approve the Chair to sign a letter of support for the Hilltop Square Apartment project.

Amy from LSS-Hilltop dining provided an update regarding the meal program sourced from the Hilltop Kitchen location and delivered meals for the Commissioners to sample.

County Auditor-Treasurer's Report

The County Auditor-Treasurer reported that tax collection season is calming down with the tax settlement reporting and payments to be released by the end of the month. With the FY2024 audit complete, the 2026 budget worksheets have been released to departments and meetings scheduled in June for discussion.

County Attorney's Report

The County Attorney reported that they are awaiting the start of an intern in the office and staying afloat with current workload and staffing.

County Coordinator's Report

The County Coordinator reported attending the Region V, SWCD, Solid Waste, AMC Legislation update, Grey Eagle Village Hall grant workgroup with MNHS, and CHB Board. Applied for a grant for Battle Point Park and held the monthly wellness series for county employees.

County Commissioner's Report

The Commissioners reported on meetings and events attended.

Commissioner Becker attended the CHB Board, TWCC, Rainbow Rider and Public Health meetings. Commissioner Neumann attended the Public Health, Solid Waste, Rainbow Rider, Interview in solid waste, CHB, Sauk River 1W1P and Lake Osakis annual meetings.

Commissioner Noska attended the regular scheduled meetings including TWCC, Dept Head, Personnel and CHB Board.

Commissioner Byers attended the regular scheduled meetings including site visits for constituent and business concerns.

Commissioner Denny attended the regular scheduled meetings including some heightened activity happening in the PZ and extended thanks to the Sheriff's Office for their continued effort.

Adjourn

On motion by Noska and second by Denny, the meeting was adjourned for the month of May, 2025.

COMMISSIONER WARRANTS

VENDOR NAME	AMOUNT
ALEX GLASS & GLAZING INC	\$ 4,126.20
AMERICAN COMMUNICATIONS INC	\$ 3,750.00
AMERICAN SOLUTIONS FOR BUSINESS	\$ 12,298.19
AMERICINN - SAUK CENTRE	\$ 2,139.44
ESRI	\$ 6,424.00
H & R CONSTRUCTION COMPANY	\$ 5,959.43



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LONG PRAIRIE LEADER	\$ 2,382.85
MINNESOTA POLLUTION CONTROL AGENCY	\$ 25,942.25
NOW MICRO INC	\$ 7,842.00
NUSS TRUCK & EQUIPMENT	\$ 2,285.64
SHI CORP	\$ 10,060.07
52 PAYMENTS LESS THAN 2000	\$ 23,331.04
Total:	\$ 106,541.11

HEALTH & HUMAN SERVICES WARRANTS

VENDOR NAME	AMOUNT
MCCC, MI33	\$ 2,400.00
3 PAYMENTS LESS THAN 2000	\$ 1,556.49
V# 17406 - COST EFF HEALTH INS	\$ 2,179.02
V# 17875 - COST EFF HEALTH INS	\$ 3,155.04
PETERSON/JENA	\$ 6,120.00
RURAL MN CEP INC	\$ 14,392.55
WILLIAMS DINGMAN FAMILY FUNERAL HOME	\$ 3,500.00
81 PAYMENTS LESS THAN 2000	\$ 33,273.04
Total:	\$ 66,576.14

VENDOR NAME	AMOUNT
# 17598	\$ 4,053.90
# 17841	\$ 3,021.96
CROW WING CO COMMUNITY SERVICES	\$ 6,000.00
HEARTLAND GIRLS RANCH	\$ 21,559.80
HOLISTIC FAMILY EDUCATION SRVS	\$ 2,376.30
LUTHERAN SOCIAL SERVICE OF MN	\$ 2,383.27
LUTHERAN SOCIAL SERVICE OF MN ST PAUL	\$ 2,410.60
NORTHERN PINES MENTAL HLTH CTR INC	\$ 2,872.00
NORTHWOOD CHILDRENS SERVICES	\$ 8,749.80
PINE MANORS INC	\$ 2,400.00
PORT OF CROW WING BOYS HOME	\$ 4,196.28
PRAIRIE LAKES YOUTH PROGRAMS	\$ 13,500.00
PRESBYTERIAN FAMILY FOUNDATION INC	\$ 9,093.92
RESOURCE TRAINING AND SOLUTIONS	\$ 2,470.00
# 16359	\$ 2,320.34
# 17734	\$ 2,835.00
# 17748	\$ 2,512.06
US BANK	\$ 2,418.02
VALLEY LAKE BOYS HOME INC	\$ 5,576.00
VILLAGE RANCH INC	\$ 25,256.36
34 PAYMENTS LESS THAN 2000	\$ 19,593.68
Total:	\$ 145,599.29



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On a motion by Becker and second by Neumann, the preceding minutes of the County Board meeting held May 20th, 2025 were duly approved by unanimous vote at the Todd County Board of Commissioners at the Regular Board Meeting held on June 3rd, 2025.

Witness my hand and seal:

Tim Denny, County Board Vice-Chairperson

Denise Gaida, Todd County Auditor-Treasurer

